

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson – Chief Executive Officer
From: Luke Hannan – Director Planning and Development
Date: 14 December 2023
Subject: Kilcoy Streetscape Revitalisation Project – Master Plan Report
File Ref: Planning and Development
Action Officer: DPAD

Background/Summary

Somerset Regional Council engaged consultants, AECOM, to assist in delivering the Kilcoy Streetscape Revitalisation project. A major deliverable of the project was the delivery of the Master Plan (Attachment 1) report that defines the critical issues for Kilcoy and provides a clear and compelling rationale for the proposed changes to the town centre.

The master plan illustrates a long-term vision and specific initiatives that promote the gateways and sense of arrival, provide a new town green to act as a central heart and shady, green and safe connections designed with people in mind.

This shared vision and master plan provides a foundation for Council, business owners and residents to work together to implement the priority outcomes in a staged and sequenced way for the benefit of Kilcoy.

Engagement Process

Community engagement underpinned the project, which provided opportunities for local residents, workers and business owners to co-define the challenges and opportunities as well as co-design the vision and master plan.

Council carried out engagement activities between May and September 2023, allowing necessary time to raise the profile of the project and ensure the community had opportunities to 'Have Their Say'.

The engagement program was divided into two phases and there were several community and stakeholder touch points. They included:

Phase 1: Place Positioning + Engagement

- Online engagement #1: Was hosted via council's website in the form of a survey. It featured 10 questions and the survey was open from the 10th of May to the 10th of June. The online survey was promoted to local school students. Over 100 responses were received from Year 12 and 8 students in the area. This information is of significant value to the project team in terms of understanding the perspective of the region's youth, a demographic group traditionally under-represented in traditional engagement processes.
- Trader door knock: The trader door knock was held on the 10th May during which the team visited over 20 local traders. The trader door knock was primarily an opportunity to build rapport with local business owners and to invite them to attend the breakfast. It was also an opportunity to promote the online engagement.
- Stakeholder breakfast: The stakeholder breakfast was held on the 23rd of May at the Kilcoy Visitor Information Centre. Approximately 35 people attended this session including local businesses, stakeholder groups, Councillors, Council staff and members of the community. The breakfast ran for 90 minutes and served to clearly introduce the project and explore aspirations for the future.

- Market pop-up #1: Market pop-up engagement occurred at the monthly Yowie Markets on the 27th of May. Members of the project team were available for the duration of the markets from 7am-12:30pm. The pop-up featured a number of activities encouraging community to share their thoughts and ideas. Over the course of the day the team had more than 50 conversations with interested stakeholders who were visiting the markets along with stall operators.
- Co-design workshop: The co-design workshop was an important touch point, held on then 7th of June. There were over 40 attendees representing a variety of local backgrounds. This session was an opportunity to unpack the ideas and aspirations gathered to date and to start looking at way this information could be translated through on the group improvements.

Phase 2: Master Plan Development

- Online engagement #2: Was hosted via council's website in the form of a survey. It featured a number of questions with supportive imagery to depict key messages of the draft master plan.
- Market pop-up #2: Market pop-up engagement occurred at the monthly Yowie Markets on the 29th of July. Members of the project team were available for the duration of the markets from 7am-12:30pm.
- Final community feedback session: Held on the 14th September 2023 in Kilcoy. This was the final engagement touch point.



Co-design workshop

Implementation and Next Steps

The preparation of the Kilcoy Streetscape Revitalisation Project is the first step in the process. Delivery relies on the Somerset Regional Council and key stakeholders working together to deliver the outcomes that benefit Kilcoy.

The next steps in the Kilcoy Streetscape Revitalisation Project include:

- On-going engagement between Somerset Regional Council and key stakeholders
- Developing a program for delivery of the master plan and initiatives
- Investment attraction and marketing the business and development opportunities
- Activation overlay and events planning
- Assigning a Place Manager to coordinate activities
- Measuring progress and effectiveness of the strategy.

Attachments

Attachment 1 – Kilcoy Streetscape Revitalisation Project Master Plan Report

Recommendation

THAT Council adopt the Kilcoy Streetscape Revitalisation Master Plan Report and approve commencement of implementation in 2024.

KILCOY STREETSCAPE

REVITALISATION

MASTER PLAN REPORT

December 2023



AECOM

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STUDIO

Acknowledgement of Country

Our team acknowledges the important role Aboriginal and Torres Strait Islander people play within the design, arts and placemaking community.

Our team acknowledges the Jinibara people, the traditional owners of the unceded lands on which the Kilcoy Streetscape Revitalisation project stands.

We acknowledge their continuing connection to the land, sea and community, and pay our respects to Jinibara peoples' lore, culture, customs and creation spirits.

We pay respect to their elders and community leaders past, present and emerging.

“ We go back to some streets more often than others... Maybe a street unlocks memories, or offers expectations of something pleasant to be seen, or the possibility of meeting someone old, or someone new... Because some streets are more pleasant than others, we go out of our way to be on them. ”

- Allan B. Jacobs, "Streets: Old Paradigm, New Investment"

Prepared for



Project Team


AECOM Australia Pty Ltd


Four fold Studio

Quality Information

Revision History		
Revision	Revision Date	Details
A	18 August 2023	DRAFT
B	23 October 2023	FINAL
C	21 November 2023	FINAL
D	04 December 2023	FINAL
Document	Kilcoy Streetscape Revitalisation	
Ref	60706098	
Prepared by	Lauren Newton, Wiebke Witte and Richard Avery	
Reviewed by	Matt Rolley	
All plans, sections, perspectives and imagery contained within this report are indicative artists impressions to illustrate conceptual ideas only and are subject to further stakeholder consultation, detailed design and approvals.		

Contents	
Introduction	4
One Understanding Kilcoy	6
1.1 About Kilcoy	7
1.2 Rich History	8
1.3 Site Appreciation	10
1.4 Site Analysis	12
Two Engagement Outcomes	14
2.1 Engagement Process	15
2.2 Engagement Messaging	16
Three A Vision for Kilcoy	18
3.1 What Makes a Great Place	19
3.2 Vision	20
3.3 Design Drivers	21
Four Master Plan	22
4.1 Framework Diagrams	24
4.2 The Master Plan	26
4.3 Focus Areas	30
Five Implementation & Next Steps	40
5.1 Implementation & Next Steps	41
Appendix	42

Introduction

MASTER PLAN

Kilcoy has an interesting past – but an even brighter future full of opportunity.

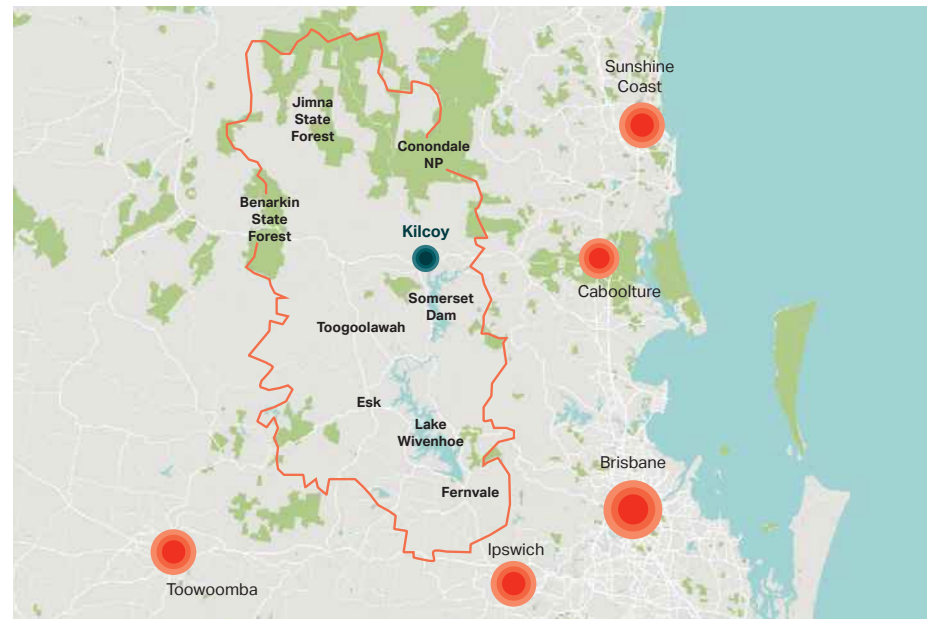
Somerset Regional Council (Council) embarked on a collaborative process with the Kilcoy community to transform the identity, character and quality of the town centre and leave a lasting positive legacy. This approach allowed time for the Council and community to co-define the challenges and opportunities and co-design an aspirational vision and master plan that creates a distinctive and attractive place that supports local businesses and attracts locals and visitors to stop and stay longer.

The Kilcoy Streetscape Revitalisation Master Plan Report defines the critical issues for Kilcoy and provides a clear and compelling rationale for the proposed changes to the town centre. The master plan illustrates the long-term vision and specific initiatives that promote the gateways and sense of arrival, provide a new town green to act as a central heart and shady, green and safe connections designed with people in mind.

This shared vision and master plan provides a foundation for the Council, business owners and residents to work together to implement the priority outcomes in a staged and sequenced way for the benefit of Kilcoy.

LOCATION

Kilcoy is situated at the gateway to the Somerset Region. Its located on the D'Aguilar Highway, 94 kilometres north west of Brisbane, 49 kilometres west of Caboolture. It has a rural setting with natural features including the Lake Somerset to the south and Conondale National Park and Jimna State Forest to the north and Benarkin State Forest to the west.



Kilcoy Location Map



LEGEND

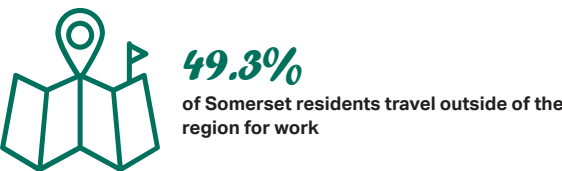
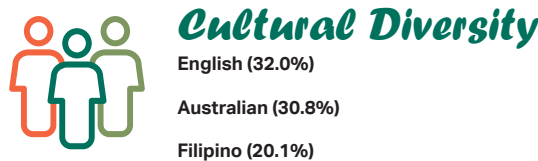
- 1 William Butler clock tower monument
- 2 Kilcoy Sports Centre
- 3 Kilcoy Visitor Information Centre
- 4 Kilcoy Aquatic Centre
- 5 Kilcoy State School
- 6 Bus Stop
- 7 ANZAC Park
- 8 Silky Oak Park
- 9 Yowie Park
- 10 Post Office
- 11 Ambulance
- 12 Medical Centre
- 13 Kilcoy Library
- 14 RSL and Memorial Hall
- 15 Police
- 16 Free 20 hr camping
- 17 Aston Park
- Public toilets
- Study Area

One Understanding Kilcoy



1.1 About Kilcoy

Understanding Kilcoy in its broader context, including its people, employment, industries and relationship with other places in the region provides valuable insights into the drivers for the future and opportunities that can be leveraged.



REFERENCE: ABS 2021 Statistics.
Website: <https://abs.gov.au/census/find-census-data/quickstats/2021/SAL31527>

1.2 A Rich History

The township of Kilcoy resides within the Somerset Region. The area has strong ties to agriculture, environment, heritage and tourism, contains important vegetation and forest, areas of high scenic and landscape amenity and hosts key water catchments for southeast Queensland.

Kilcoy sits in the heartland of the Jinibara people, a traditional name derived from the Jini or lawyer cane that grows on Mount Kilcoy. The language of the region is Duungidjauwand which covers part of the Somerset and Moreton Bay region.

In 1841 Evan MacKenzie from Kilcoy, Scotland, began grazing sheep in the area with his brother, Colin MacKenzie, and together they ran the Kilcoy Station. The property changed hands several times before Louis Hope became sole owner of Kilcoy Station, where he lived until 1900.

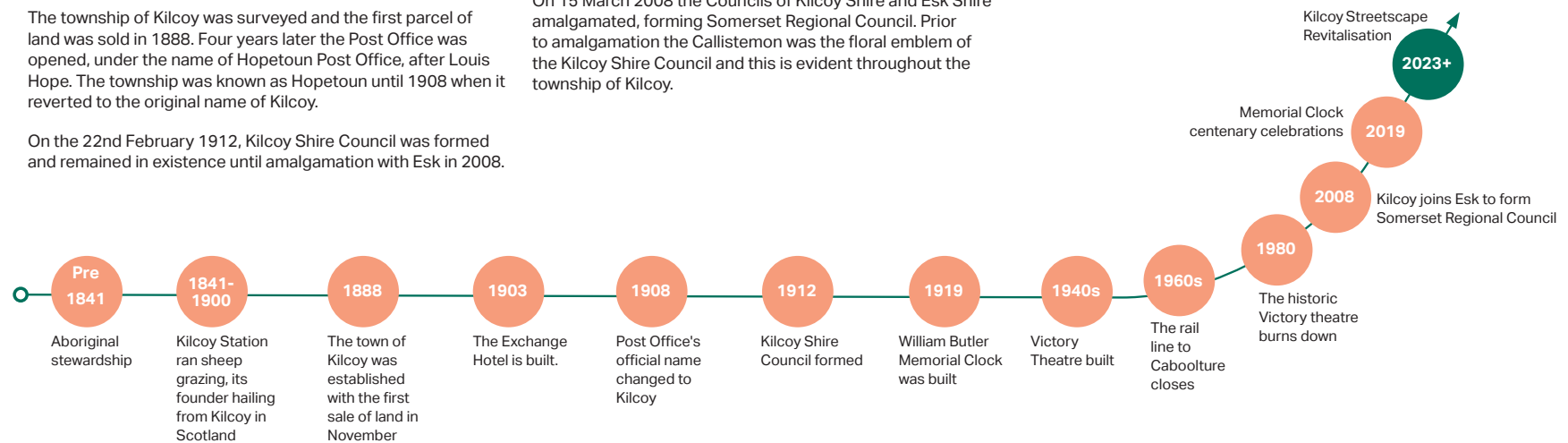
The township of Kilcoy was surveyed and the first parcel of land was sold in 1888. Four years later the Post Office was opened, under the name of Hopetoun Post Office, after Louis Hope. The township was known as Hopetoun until 1908 when it reverted to the original name of Kilcoy.

On the 22nd February 1912, Kilcoy Shire Council was formed and remained in existence until amalgamation with Esk in 2008.

The Post Office, the Exchange Hotel and the Clock Tower are some elements of the town from those early days that are still very evident today. However the Victory Theatre a long standing landmark burnt down in 1980. In October 2019 the town celebrated the 100th anniversary of the William Butler Memorial Clock. Butler was manager of Kilcoy Station in 1871 and was known as "The Grand Old Man." He was reportedly respected by local Aboriginals, and nearby Winya (now the name of a nearby town) is the name they used for him.

The town was once connected to Brisbane via the Caboolture rail line, opening in 1913 and operated until the 1960's. The railway was responsible for hauling much of the primary goods produced in the region and was a lifeline until the advent of the motor vehicle and connected highways.

On 15 March 2008 the Councils of Kilcoy Shire and Esk Shire amalgamated, forming Somerset Regional Council. Prior to amalgamation the Callistemon was the floral emblem of the Kilcoy Shire Council and this is evident throughout the township of Kilcoy.





The William Butler Clock Tower looking East on William Street.



Kilcoy Post Office and horse drawn mail coach.



Kilcoy Station from Rose Street

1.3 Site Appreciation

The Kilcoy town centre has a rich heritage and character with a thriving local resident and business community that provides a robust foundation for revitalisation. The photos in this section identify the unique features to be enhanced and key issues that need to be addressed as part of the master plan. Notably, there is a need to address the dominance of car and truck movements on the D'Aguilar Highway and improve town life for the locals and visitors.

FEATURES



The Yowie is a strong part of Kilcoy's identity



Place making through stories, providing users with a richer experience



Historic buildings provide a strong street character



The bus stop area has potential as a town park



Kilcoy's rural context provides the town with a country character upon approach



Historic clock tower presents an opportunity as a focal point and place to activate



Public realm, streetscape and placemaking upgrades can help to create a more vibrant place



Yowie Park is very popular with tourists and residents

ISSUES



Arrival into Kilcoy lacks gateways



Cattle trucks dominate the street



Underused space in the town centre presents opportunities to create new places for people



Truck and RV parking is lacking



Recent road upgrades are vehicle focused and present opportunities for pedestrian friendly improvements



Wide road reserves present opportunities to integrate shade and create new places for people



Improving walkability and the pedestrian environment will benefit visitors



Aston park and ANZAC park are underutilised as open space and for RV use

1.4 Site Analysis

THE STREETScape REVITALISATION SITE ANALYSIS OF KILCOY

The streetscape site analysis plan is a strategic assessment of Kilcoy's existing physical, social, and environmental attributes.

This evaluation informs the design process of streetscapes, considering factors such as traffic flow, pedestrian movement, land use, historical context, natural elements, and infrastructure.

By scrutinising these elements, the plan identifies opportunities and challenges, guiding the formulation of effective design solutions that align with the community's needs and aspirations.

The analysis lays the foundation for a thoughtful and contextually sensitive streetscape design that maximises functionality, aesthetics, and the overall improvement of the public realm in Kilcoy.

FINDINGS

The site analysis identified that Kilcoy has a topological level difference of approximately 20m from its highest point to the west, at the intersection of William Street and Rose Street, down to its lowest point to the east, along the Seib Street interface with the Kilcoy Creek. This level change creates an opportunity to capitalise on the views and vistas both internally and externally to the Kilcoy master plan study area.

There is a hierarchy of traffic movement through Kilcoy, with a highway that meanders through the town centre of the town. The D'Aguilar Highway is a State controlled road which means that it is outside of Somerset Regional Council's jurisdiction. All items related to speed, traffic calming, pedestrian crossing require discussions and approval from the relative State agencies.

The Somerset Regional Council Planning Scheme identifies a number of land use zones within the study area. It is important to note that not all land owners have adopted these land uses and the area still reflects the existing site use, primarily residential.

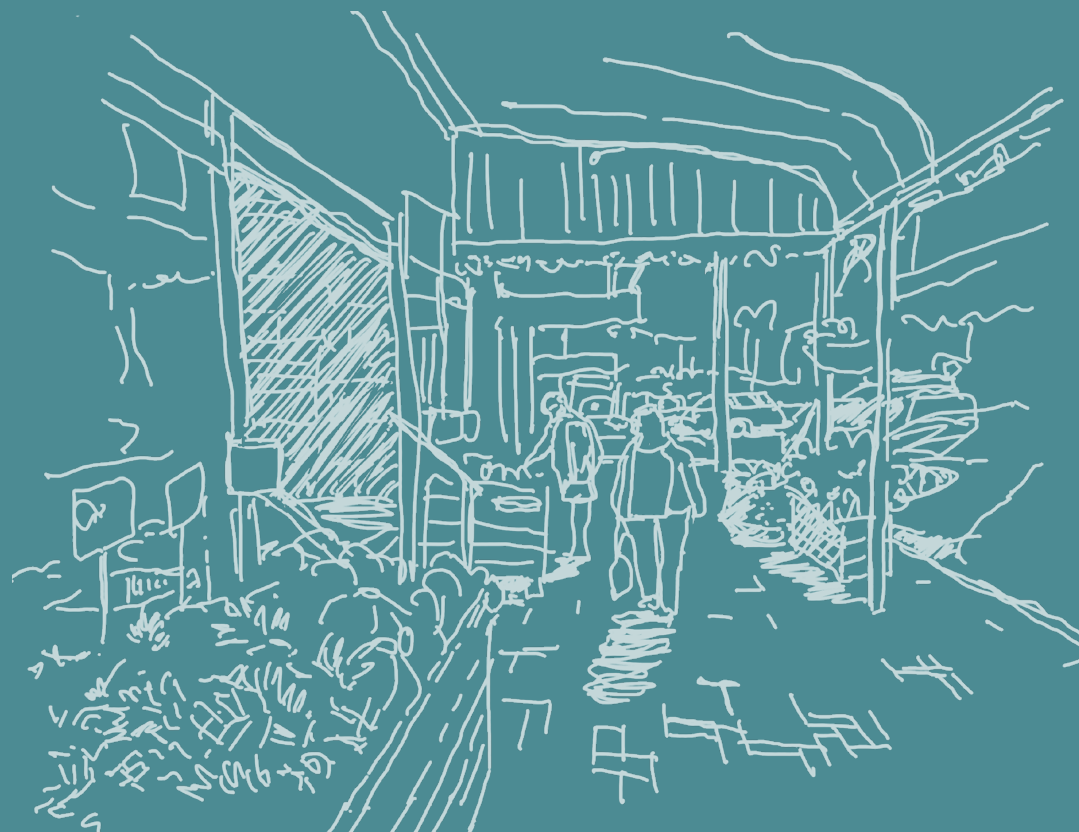
Importantly the area around Kilcoy Creek is flood affected and the flood hazard and resilience of these spaces need to be considered in the master plan.

There are a number of public amenities located within the study area, inclusive of from public toilets, open space parkland and streetscape meeting points.

SITE ANALYSIS PLAN



two Engagement Outcomes



2.1 Engagement Process

Community engagement underpinned the project and the approach provided opportunities for local residents, workers and business owners to co-define the challenges and opportunities and co-design the vision and master plan.

The engagement activities occurred between May and September 2023, allowing sufficient time to raise the profile of the project and ensure the community had opportunities to 'have their say'.

The engagement program was divided into two phases and there were several community and stakeholder touch points. They included:

PHASE 1 Place Positioning + Engagement

- Online engagement #1
- Trader door knock
- Stakeholder breakfast
- Market pop-up #1
- Co-design workshop

PHASE 2 Master Plan Development

- Online engagement #2
- Market pop-up #2
- Final community feedback session

For further details on the engagement process, refer Appendix B.



2.2 Engagement Findings

This section provides a summary of the engagement activities and the valuable feedback we heard that helped to shape the master plan.

PHASE 1 Place Positioning + Engagement

- **Trader door knock**
Date: 10th May 2023.
During the trader door knock, the team visited over 20 local traders. The trader door knock was primarily an opportunity to build rapport with local business owners and to invite them to attend the breakfast. It was also an opportunity to promote the online engagement.
- **Online engagement #1**
Date: 10th of May -10th of June 2023.
The Online Engagement #1 was hosted via council's website in the form of a survey. It featured 10 questions and the survey was open from the 10th of May to the 10th of June. The online survey was promoted to local school students. Over 150 responses were received, inclusive of Year 12 and 8 students in the area. This information is of significant value to the project team in terms of understanding the perspective of the region's youth, a demographic group traditionally under-represented in traditional engagement processes.

KEY FINDINGS

- **Top 4 reasons for visiting Kilcoy were:**
 - I live here (80%)
 - I do my shopping here (51%)
 - I eat here (44%)
 - I enjoy parks and open space (42%)
- **Kilcoy's main assets are:**
 - Kilcoy's strategic position close to natural assets
 - Yowie theme and town identity
 - Local history and signage strategy
 - Great places to eat and gather
 - Local, friendly and proud community

- **Stakeholder breakfast**
Date: 23rd of May 2023, held at the Kilcoy Visitor Information Centre. Approximately 35 people attended this session including local businesses, stakeholder groups, Councillors, Council staff and members of the community. The breakfast ran for 90 minutes and served to clearly introduce the project and explore aspirations for the future.
- **Market pop-up #1**
Date: 27th of May 2023, at the monthly Yowie Markets. Members of the project team were available for the duration of the markets from 7am-12:30pm. The pop-up featured a number of activities encouraging community to share their thoughts and ideas. Over the course of the day the team had more than 50 conversations with interested stakeholders who were visiting the markets along with stall operators.

KEY FINDINGS

- **Kilcoy's main opportunities are:**
 - Increasing amount of parking, including disability options
 - Create safer road crossing points using features like refuge islands
 - Reduce the speed through town and/or divert truck route
 - Increased signage and wayfinding elements.
 - Increase accommodation options, such as B&B's
 - Create a caravan/RV park with facilities.
 - Increase trees and greenery through town, features like hanging baskets.
 - Places to sit
 - Businesses open longer, encourage some to open on a Sunday

- **Co-design workshop**
Date: 7th of June 2023. The Co-design workshop was an important touch point, were over 40 attendees representing a variety of local backgrounds participated. This session was an opportunity to unpack the ideas and aspirations gathered to date and to start looking at way this information could be translated through on the group improvements.

KEY FINDINGS

- **All groups identified key gateways as D'Aguilar Highway near Seib Street as well as Kennedy Street**
- **The town heart was identified as D'Aguilar Highway / Hope Street precinct. This area contains the aquatic centre, sport facilities and Yowie Park. Another area was the D'Aguilar Highway / William Street precinct. One group suggested that this area as a visitor heart rather than local**
- **In terms of key destinations, common selections were the visitor information centre, The Exchange Hotel, The Stanley Hotel, Kilcoy Quality Meats, CJs Pastries, Coff & Co and Yowie Park.**
- **Core precincts were marked along William Street, Mary Street through town and to the south**
- **Key linkages predominately focused on the D'Aguilar Highway. Conversations were had around how young people move around the street and that walking to school is popular in Kilcoy**

PHASE 2 Master Plan Development

- **Online engagement #2**

Date: Open from the 24th of July - 11 of August 2023.
Was hosted via council's website in the form of a survey. It featured a number of questions with supportive imagery to depict key messages of the draft master plan. There were 40 survey responses, with responses suggesting a medium level of support for the master plan.

- **Market pop-up #2**

Date: Held on 29th of July 2023, held at the monthly Yowie Markets.

Members of the project team were available for the duration of the markets from 7am-12:30pm. The focus was to drive interest in the Draft Master Plan, answer any questions relating to it and drive traffic through to the "Have Your Say" survey. Overall engagement was positive with familiar faces stopping by to give their general approval of what they have seen. This was combined with a good cross section of the community, that we had previously not spoken to at past engagement sessions.

- **Final community feedback session**

Date: Held on the 14th September 2023 in Kilcoy.
This was the final engagement touch point.

The purpose of the workshop was to present the draft master plan to the community in further detail, and in alignment with the feedback received through the survey. It provided an opportunity for the community to share further feedback on the draft, specifically their areas of support and areas of concern. The workshop also served to assist in planning for the next steps, including what actions should be taken to amend the plan in alignment with stakeholder feedback.

KEY FINDINGS

- Support for increased greenery and streetscape amenity. It was suggested that there could be more done to increase colour and vibrancy throughout the design including through planting
- Support for dedicated RV parking, however some suggested that it may not be in the best place (proximity to amenities and shopping)
- Room for improvement around the proposed reduction of parking spaces, with many noting that finding a park is already a challenge
- Concerns expressed toward tree build outs reducing parking spaces and potentially impairing truck and vehicle visibility
- Concerns that the master plan provides insufficient number of crossings on Mary Street, having an impact on pedestrian safety while crossing on Mary Street

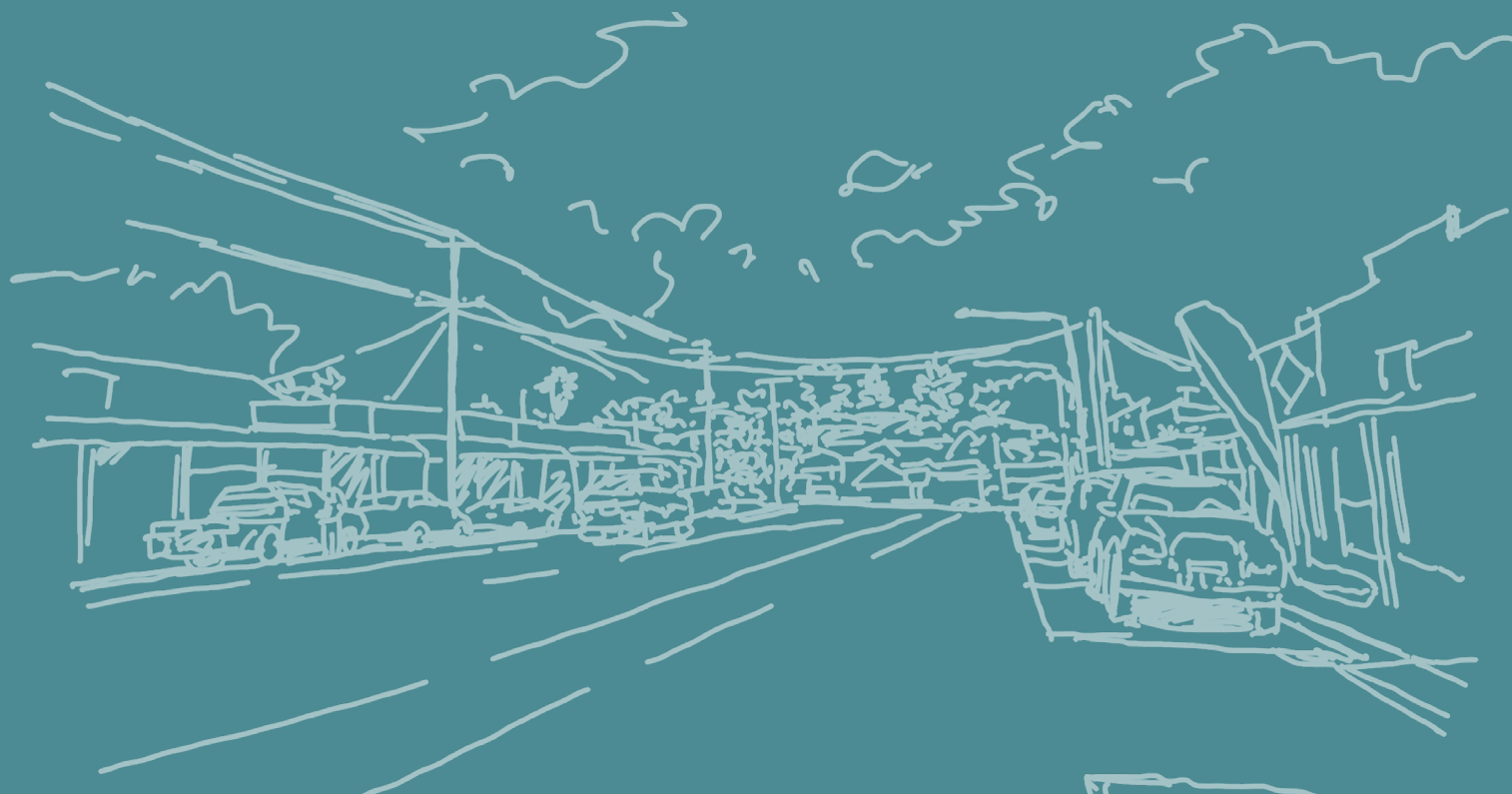
KEY FINDINGS

- The most talked about aspects of the Draft Master Plan were;
 - Walkability - The community really like the idea of a town park and how it simplified the network of roads and traversing footpaths
 - Crossings - The amount, type and locations of crossing was discussed keenly
 - Street nooks and build outs - The introduction of seating and shade trees were very popular
 - William Street Service Rd (North) - The removal of the entrance and replacement with planting to William Street service Rd (north) was again very popular

KEY FINDINGS

- Overall positive support for the master plan on an whole;
- Areas of support;
 - Greenery - Support expressed toward tree lining of streets, providing shade and the increase in overall greenery within the town centre
 - Car Parking - Support expressed for parallel parking as a safe option as well as the inclusion of space for RVs
 - Eastern Gateway - Support expressed for the Eastern Gateway, noting it as an area of priority
- Areas of concern;
 - Car Parking - Concern expressed toward the loss of car parking with a request for a return to 45-degree parking
 - Accessibility/ Visibility - Concern expressed toward access from RV parking to shops and amenities, as well as visibility screened by trees

three A Vision for Kilcoy



3.1 What Makes a Great Place?

"Footfall is key to achieving thriving, successful town centres" (National Review of Town Centres External Advisory Group Report, 2013). The best way in which footfall can be achieved is through residential activity. People living in town centres activate its shops and facilities and generate a vibrant life within the town centre both day and night.

Australian studies conducted by Mike Cullen in 2012 found that:

- The highest retail rents are found in high streets and not in malls;
- If a high street has the same foot traffic as a mall it generally out performs the mall;
- Streets encourage and promote entrepreneurship and incubator businesses to a greater degree than malls;
- Even if the retail space is the same, high streets provide more employment opportunities than malls;
- Town centre retail delivers between 2 to 5 times more non-retail employment than that of malls; and
- Streets activated by retail attract high value non-retail businesses and entrepreneurship

BUT KILCOY IS A RURAL TOWNSHIP

While we recognise that Kilcoy is a rural township, and the main street is not envisioned as a 'high street,' it is important to note the value that effective and vibrant streets offer.

The Project for Public Spaces is a non-profit organisation based in New York. Led by Fred Kent, they provided planning, design and education on strengthening communities through the creation and maintenance of public spaces.

Kent has defined the tangible and intangible elements that

typically characterise a place in terms of 4 areas;

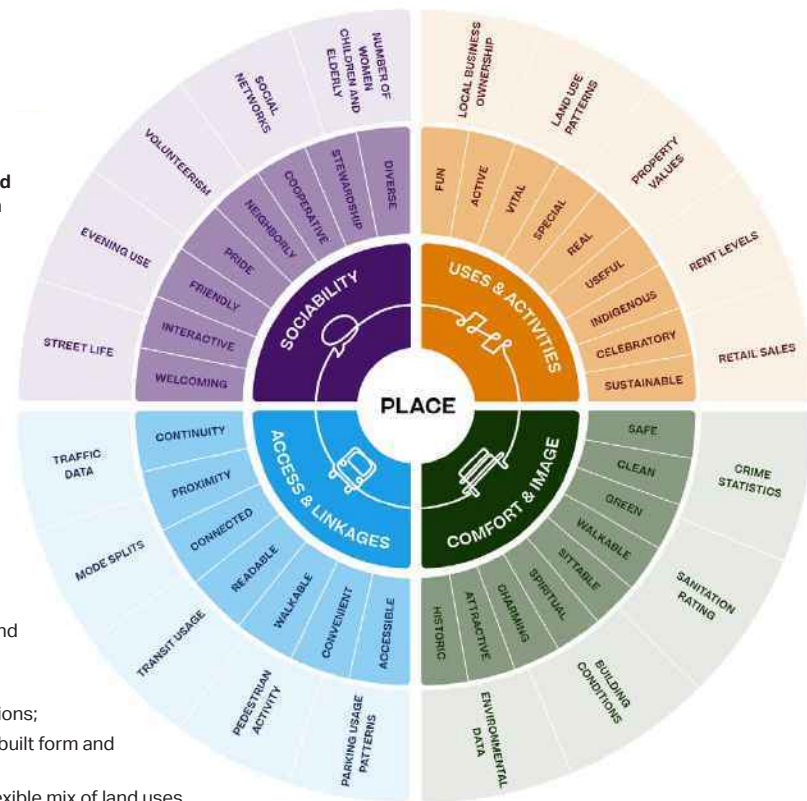
- Sociability (intangible);
- Uses and Activities (tangible);
- Comfort and Image (intangible); and
- Access and Linkages (tangible).

What is important is that tangible and intangible elements can be differentiated but that both are of equal significance in making a place work.

The key attributes that make for a successful place are defined in relation to these 4 main elements.

This framework has informed the approach taken in evaluating the revitalisation and public design opportunities for Kilcoy. The following Design principles underpin the vision for Kilcoy:

- Walkability – safe, attractive, comfortable (shade/shelter) people-oriented and multi modal routes;
- Accessibility;
- Diversity – of uses, activities, places and destinations;
- Safety – traffic and personal;
- Legibility – signage and clear connections;
- Sense of place/identity - character of built form and heritage, views and vistas; and
- Vibrant and economically resilient – flexible mix of land uses



3.2 Vision

A VISION FOR KILCOY

Developed in partnership with the local community and stakeholders, the Vision sets the scene for the identity and experience of Kilcoy in the future.



VISION:

Kilcoy is a welcoming rural town that sits at the doorstep to the Somerset region and exemplifies all that the region has to offer. The town centre is a vibrant place for people and business framed by green parklands and active community destinations that are linked by shaded and safe streets and pathways. Its unique identity and rich heritage is told through the character of the place and community events that are engaging for locals and visitors alike and ensure it's a place that people are proud of and want to spend time in.



Gateway to Region



Scenic Nature



Rural Township



Community Pride and Ownership



3.3 Design Objectives

The Vision is supported by four design objectives that provide focussed and measurable outcomes for the proposed revitalisation.

1 *A place of celebration*

The Kilcoy community is proud of their town and identity. The streets are rich with local history and heritage, embedded in both literal and creative ways. These moments of discovery and surprise create a positive experience for locals and visitors alike.

2 *Green and Cool*

Kilcoy is transformed through the introduction of street trees and landscaped areas providing green, cool and shaded connections that enhance the rural identity of the town centre and provide for comfortable journeys. The greening also strengthens the links between the main street and surrounding parks that frame the town centre.

3 *A must-stop destination*

Kilcoy is perfectly positioned as a gateway to the Somerset Region and its treasured natural assets whilst also being a destination in its own right. The town centre is highly accessible and provides for easy walking and parking for locals and visitors to access services and businesses while also accommodating convenient parking for RVs and larger vehicles.

4 *Places for people*

Kilcoy provides places for people by creating generous footpaths, wayfinding signage, safe road crossings and interesting public spaces and civic heart for locals and visitors to gather. The master plan balances the vehicular movement function of the D'Aguilar Highway and ensures that the impacts are ameliorated.

four Master Plan



CHILDERS STREETSCAPE PROJECT

Childers is a rural centre with approximately 1,638 people in the southern hinterland of the Bundaberg Regional Council area. The town centre provides a range of business, retail and employment services set amongst the historic streetscape. The Bruce Highway runs through the town and supports the expansion of export opportunities for local food and manufactured products and its capacity to attract and service tourists and business travellers.

The Childers Streetscape Project has been carried out using a staged approach over a fifteen year period and has enhanced its reputation as an attractive country town. The final \$1.2 million section of the streetscape project was completed in late 2015 with the final line marking, directional signage, installation of footpath furniture and garden beds providing the final polish to a job that has attracted positive community and trader feedback. The upgrade to the Childers CBD had seen Council deliver a transformation of the streetscape to recapture its heritage, coupled with modern characteristics.

In addition to the streetscape project, a new playground and recreational area was also provided with the inclusion of earthworks, paths, a single set of swings, a barbeque and two covered picnic shelters.

The Childers Streetscape Project was identified by the local Chamber of Commerce with the primary aim of attracting

visitors and also providing additional facilities for local residents. The project received joint funding from the State Government and Bundaberg Regional Council. The State Government contributed \$500,000 to the final design stage of the project with the Council meeting the remaining \$700,000 of cost for the project. The local Chamber and traders in the town centre have long petitioned to have the area upgraded from both a safety and beautification perspective. The total cost of the project amounted to more than \$3 million.

Learnings for Kilcoy

- The local chamber of commerce in partnership with local traders played a critical role in identifying the need for the streetscape works and petitioning the project to go ahead.
- The project delivered positive outcomes both in terms of practical safety for pedestrians and motorists as well as using landscaping interventions to enhance the appearance of the streetscape.



Childers (Source: Bundaberg Regional Council)



Childers (Source: Bundaberg Regional Council)

A Case for Change

4.1 Framework

OVERVIEW OF THE FRAMEWORK

In order to achieve the vision, the master plan has identified key ideas and initiatives that will transform the town centre. The framework groups these ideas and initiatives thematically to clearly illustrate the outcomes and benefits. These include:

- **Precincts and Connectivity:** provides a conceptual understanding of the main precincts and destinations in the town centre and benefits of connecting them via the street and park network
- **Access and Movement:** provides for a highly legible pedestrian and cycle network connecting the key destinations and improving safety and wayfinding
- **Software and Place Activation:** provides opportunities for interpretative signage and temporary events to celebrate the place
- **Streetscape and Public Realm:** provides opportunities for new public spaces, streetscape upgrades and planting that highlight the civic heart, arrival points and gateways and enhance the overall identity and character of the town
- **Parking:** provides for the location and type of parking to address the needs of residents, businesses and visitors to Kilcoy.

For further details on the framework analysis, refer Appendix B.





Software and Place Activation

- Small event
- Street Festival/Markets
- Heritage/audio trail with QR code linking to an immersive virtual reality or audio trail (i.e.: locals and elders telling stories of the Kilcoy now and past, stories of country) *Indicative locations



Streetscape and Public Realm

- Main Street upgrades
- Buffer planting
- Residential zone upgrades
- Local streets:
- Town Park
- Street nooks: places to meet, sit, pause, observe
- Minor place moment
- Amphitheatre/stage for small events (Option 1 in Aston Park, Option 2 in Yowie Park)

Parking

- Bus stop
- Truck Parking
- RV Parking
- New on-street car parking
- Motorbike Parking

4.2 The Master Plan

THE STREETScape REVITALISATION MASTER PLAN FOR KILCOY

The streetscape master plan is a comprehensive urban design strategy that has envisioned the aesthetic, functional, and social enhancement of Kilcoy's town centre streets and public spaces.

It outlines a cohesive vision for the physical environment, encompassing elements such as street verges for pedestrian movement, parking, trees and planting, wayfinding, signage, street furniture, and overall layout.

This plan integrates considerations for pedestrian safety, accessibility, sustainability, and cultural identity, fostering a harmonious blend of urban life and infrastructure.

By balancing the needs of mobility, commerce, and aesthetics, the streetscape master plan for Kilcoy strives to create a vibrant, people-centric environment, that encourages community interaction, economic vitality, and an improved quality of life, for locals and visitors alike.

The master plan will transform the identity, character and quality of the town and leave a lasting positive legacy by achieving the following outcomes;



MASTER PLAN

SCALE 1:4000 @A4

**LEGEND**

- 1 Eastern Gateway inclusive of feature entry signage
 - 2 Off street RV day-use only area and potential future public toilet
 - 3 Town map and vertical gateway elements (I.e: Recycled timber power poles/railway sleepers)
 - 4 Improvements to William Street service lane including footpath upgrades, street trees and place making
 - 5 Raised pedestrian crossings within services lanes
 - 6 Buffer planting and vertical trellis elements with creepers to Service Lanes along D'Aguilar Highway
 - 7 Town Green and Central Gateway: 'KILCOY' signage wall and trellis, community notice board, planted mounding, lawn and seating
 - 8 Existing public toilet and bus stop to be retained
 - 9 New 45 degree angle on street parking
 - 10 Pedestrian crossing
 - 11 Pedestrian crossing with planted build outs (low planting to maintain sight lines)
 - 12 Improvements to Mary Street retail zone including paved verges, street trees build outs and place activation
 - 13 Improvements to Mary Street residential zone including turf verges, footpaths, street trees build outs and place activation
 - 14 Improvements to Hope Street including turf verges, footpaths, clearer truck parking, pedestrian crossing and refuge, street build outs
 - 15 Improvements to Yowie Park including amphitheatre and staggered replacement of shade trees and improved Market layout
 - 16 Western Gateway including town map
 - 17 Improvements to Silky Oak Park including amphitheatre, fitness stations, nature play elements, pump track/ learn to ride track, improved path connections with distance markers, picnic/bbq shelters, seating, lighting, parallel parking and bollards
- Study Area
- Refer enlargement focus area plans for more detail

Parking Space Analysis

VEHICLE PARKING RESEARCH
METHODOLOGY

In order to ascertain the correct amount of existing parking spaces, a count was taken using a combination of recent aerial photographs combined with ground truthing. We determined a formal parking space to be defined with painted lines and an informal parking space to be legal or unsigned without lines. Informal parking spaces were measured in a linear fashion at 6 metres by 3 metres per space. We then zoned the town into areas via logical use case. These numbers were then compared with an accurate count from the masterplan to determine the total loss/gain ratio.

The car park analysis resulted in a net positive car parking strategy across the master plan extent. The breakdown is as follows;

TOTALS	Existing	Proposed	Actual Difference	Outcome
Car Parking Spaces (Formal and Informal)	305	309	4	+1%
Motorcycle	7	7	0	0%
Formal RV and Long Vehicles Spaces	4	15	11	275%

It is important to note that these figures are subject to further stakeholder consultation, detailed design and approvals.

For further details on the car parking analysis, refer Appendix C.



GIN GIN STREETScape PROJECT

Gin Gin is a district centre with a population of 5,064 and is regarded as the north-western gateway to the Bundaberg Regional Council area. The centre provides business, employment and community services to the surrounding rural communities. The Gin Gin centre straddles the Bruce Highway and plays an important role in servicing both surrounding residents and busy highway traffic travelling through the town.

The Gin Gin Streetscape Project was completed in 2011 and included the construction of new footpaths, pedestrian refuges, safety barriers, roadway signage and wheelchair-friendly footpaths, walkways and parking. The project also included the installation of storyboards highlighting the local history of the area.

Stage 1 of the project involved the installation and replacement of storm water drainage to help mitigate flooding in the CBD area. Stage 2 involved the provision of improved disability access to town facilities and the reconstruction of footpaths between Mildren and Walker Streets. The final stage of the project involved the beautification of the CBD's public areas, parks, garden and the median strip.

The Gin Gin Streetscape Project was a \$3.55m project with funding shared between the Federal Government (\$1.8 million), State Government (\$750,000) and Bundaberg Regional Council (\$1 million).

Learnings for Kilcoy

- Storyboards within the centre median strip promote the rich heritage of the area.
- High quality public realm treatment within a central median strip on the Bruce Highway with car parking, attracts visitors to stop and spend time in towns.



Gin Gin (Source: Tourism and Events Queensland)

A Case for Change

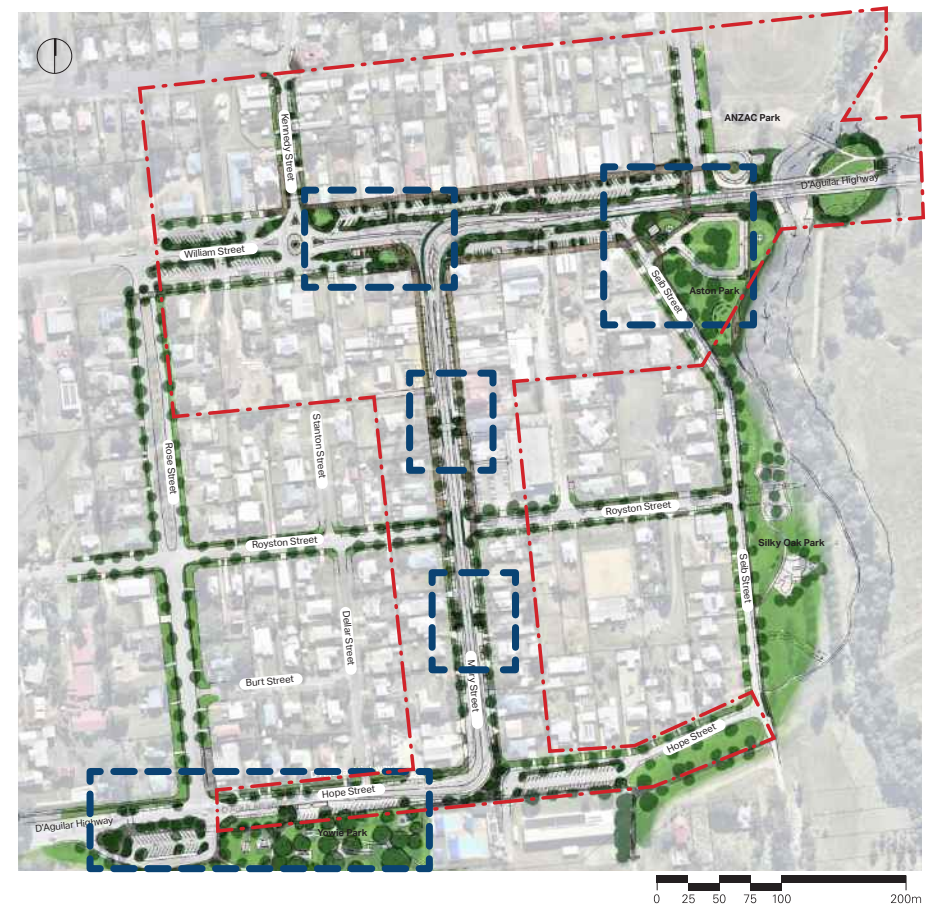
4.3 Focus Areas

THE STREETScape REVITALISATION MASTER PLAN FOR KILCOY

A number of focus areas have been identified to provide a closer look at the specific outcomes in the master plan. This section includes illustrative plans and sections together with character imagery to describe the intent of the area and expected outcomes.

The focus areas include:

- Eastern Gateway and RV Parking
- William Street
- Central Gateway
- Mary Street
- Western Gateway and Yowie Park



Eastern Gateway and RV Parking

ENLARGEMENT PLAN

SCALE 1:1000@A4



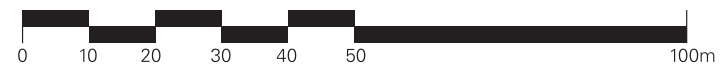
CHARACTER IMAGES



William Street

ENLARGEMENT PLAN

SCALE 1:1000@A4



CENTRAL GATEWAY: CONCEPTUAL ELEVATION

Not to Scale



TOWN GREEN: TYPICAL SECTION

Not to Scale



CHARACTER IMAGES

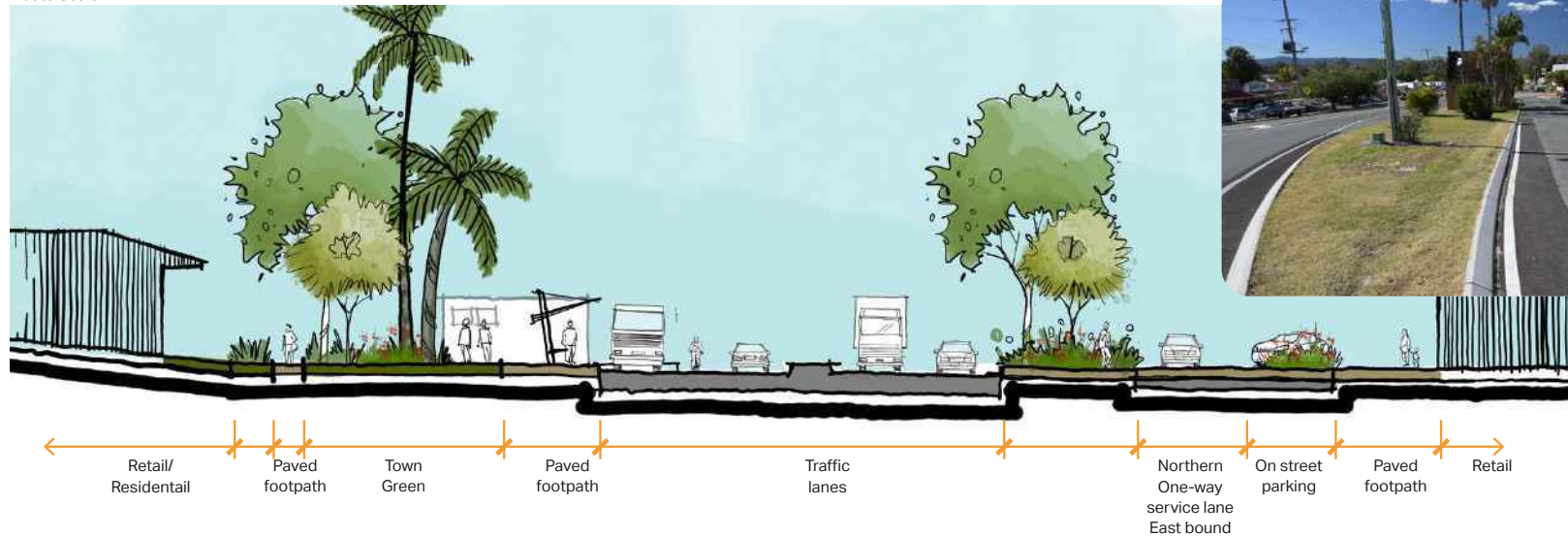
These images were selected by the community during engagement activities.



William Street: Service Lanes

TYPICAL SECTION A

Not to Scale



EXISTING

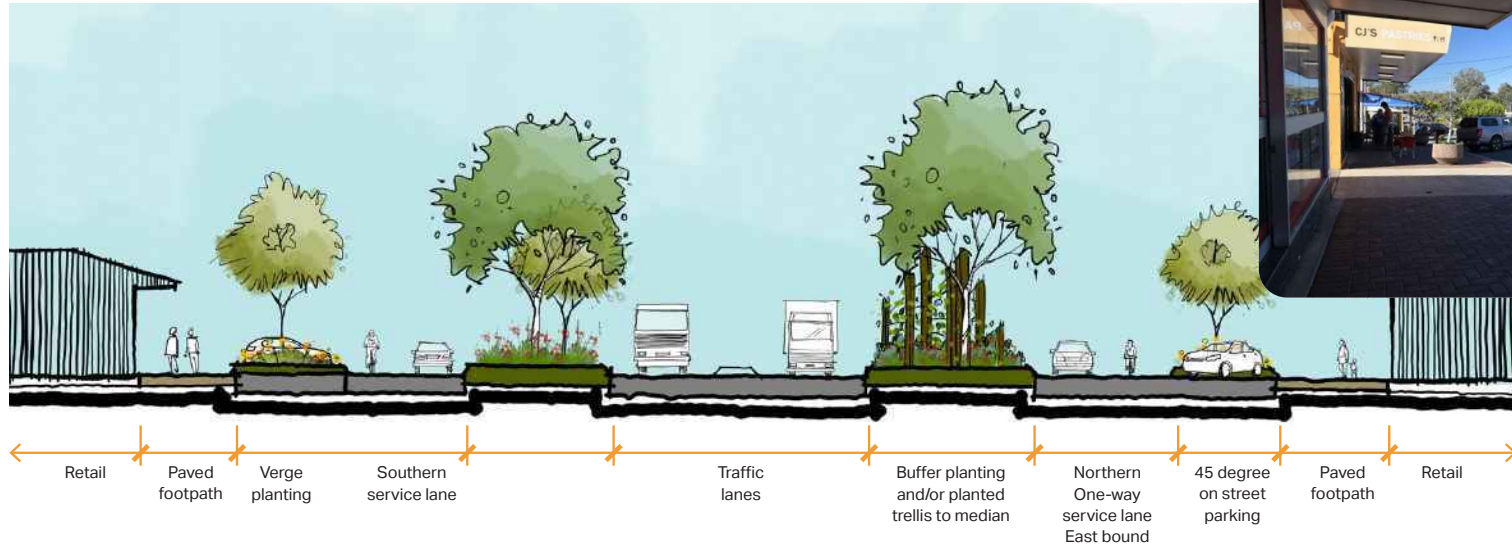


CHARACTER IMAGES



TYPICAL SECTION B

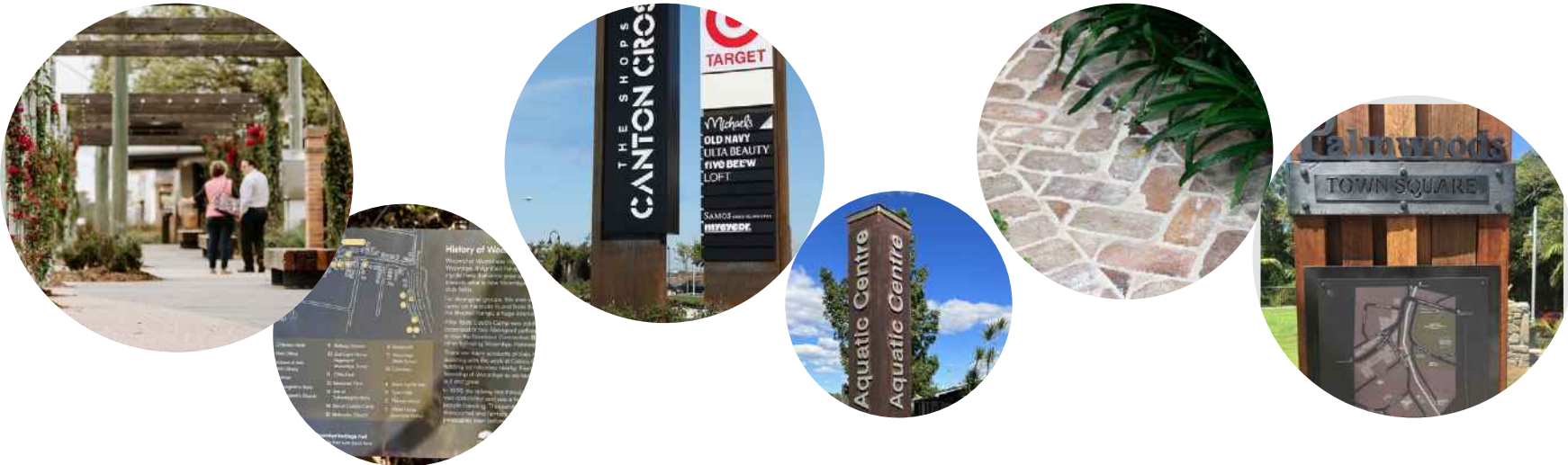
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EXISTING



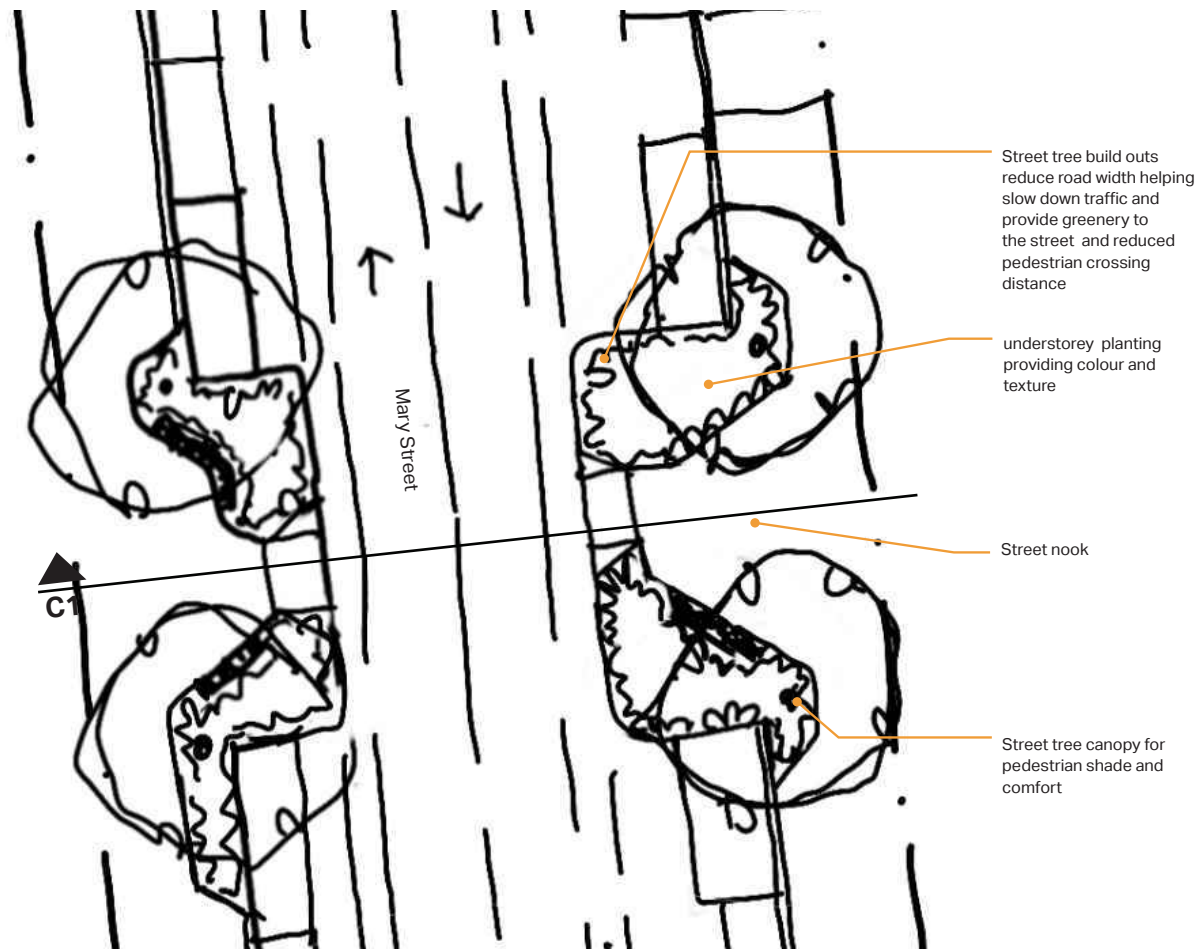
CHARACTER IMAGES



Mary Street

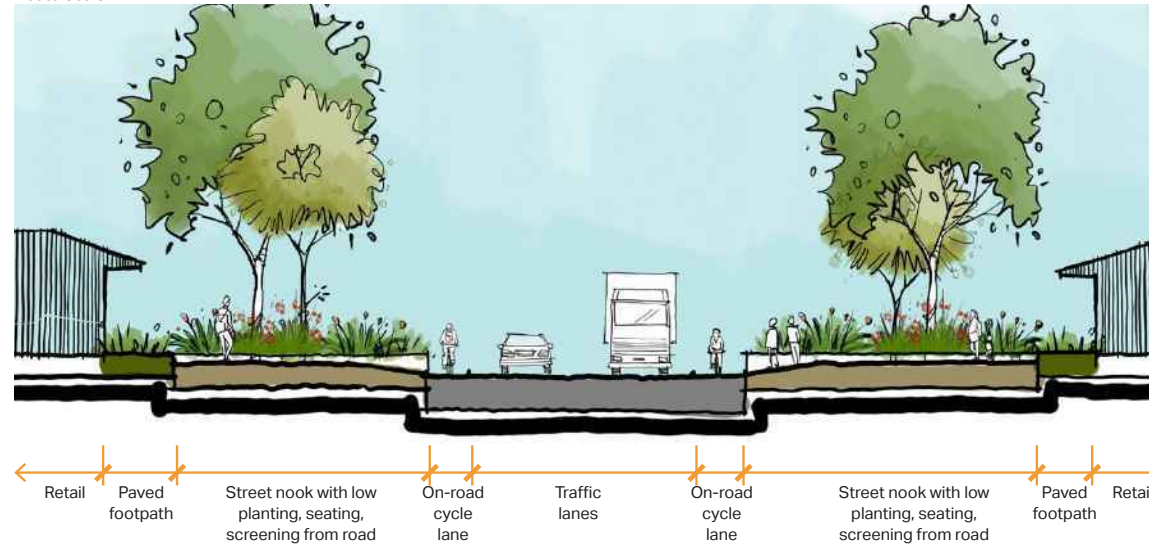
ENLARGEMENT PLAN: REDUCE CROSSING DISTANCE

1:250



TYPICAL SECTION C1: REDUCE CROSSING DISTANCE

Not to Scale



CHARACTER IMAGES



Western Gateway and Yowie Park

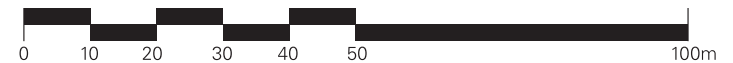
ENLARGEMENT PLAN

SCALE 1:1000@A4



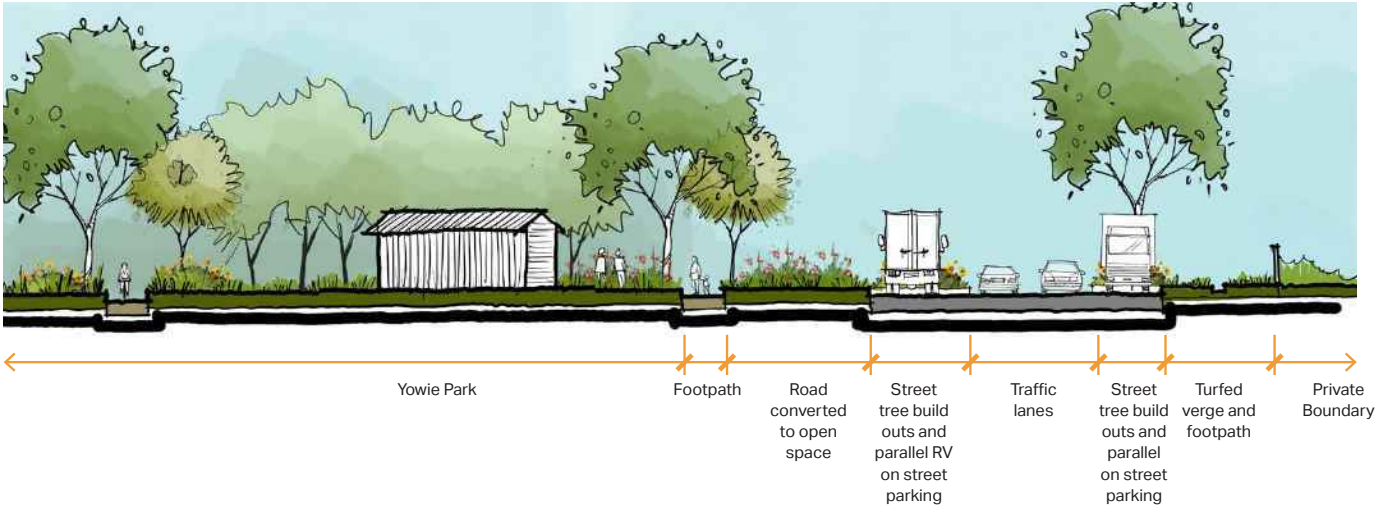
LEGEND

- 1 Improved Hope Street including turf verges, footpaths, clearer truck parking, pedestrian crossing and refuge, street build outs
- 2 Improvements to Yowie Park including amphitheatre and staggered replacement of shade trees and improved market layout
- 3 Western Gateway including town map
- 4 On street RV parking
- 5 Truck parking
- 6 Retain existing turn left lane into the carpark, maintaining clear view sight lines.



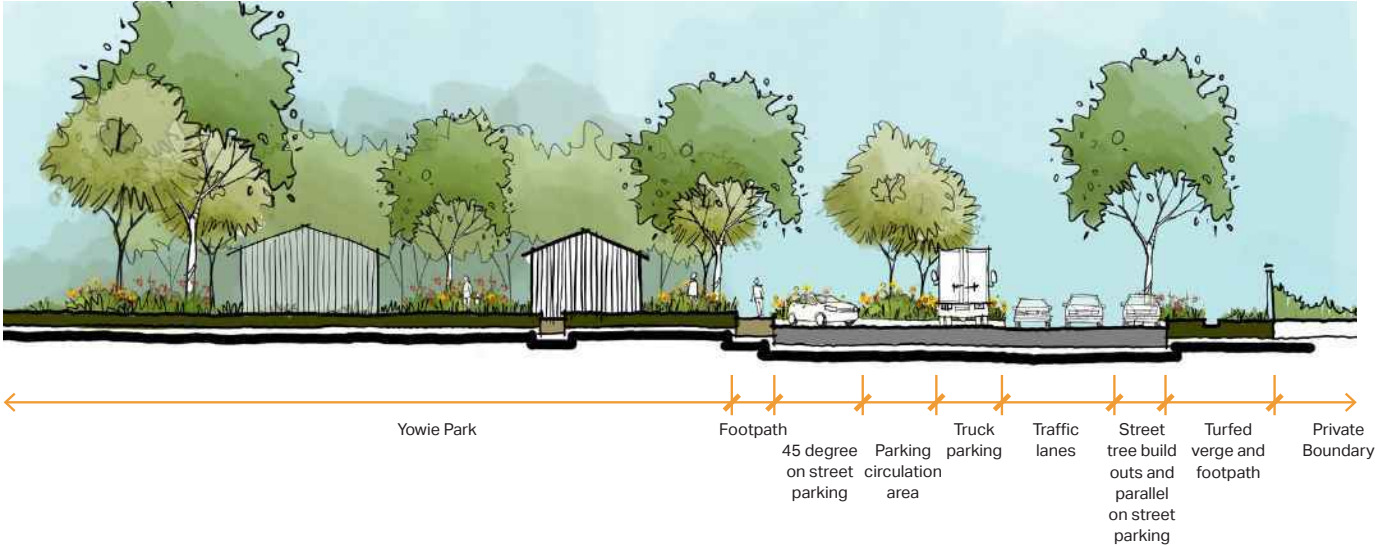
TYPICAL SECTION D

Not to Scale



TYPICAL SECTION E

Not to Scale



five Implementation & Next Steps



5.1 Implementation & Next Steps

IMPLEMENTATION

The Kilcoy Streetscape Revitalisation presents a bold vision and master plan for the town centre.

The delivery relies on the Somerset Regional Council and key stakeholders working together to deliver the outcomes that benefit Kilcoy.

The master plan includes a number of focussed areas and initiatives. These are as follows:

FOCUS AREA	DESCRIPTION
Mary Street Dedicated Pedestrian Crossings	<ul style="list-style-type: none"> Dedicated Pedestrian Crossing Points Street tree build out pilot project Car parking changes
William Street Upgrades	<ul style="list-style-type: none"> Footpath widenings Street nooks Car parking changes Buffer Planting Traffic Movement changes Wayfinding
Eastern Gateway and RV Parking	<ul style="list-style-type: none"> Footpath widenings Street nooks Car parking changes Buffer Planting Traffic Movement changes Wayfinding
Silky Oak Park Improvements	<ul style="list-style-type: none"> Sport and Recreation opportunities Carparking formalisation on-street
Yowie Park and Streetscape Improvements	<ul style="list-style-type: none"> Gateway Arrival Experience Signage and wayfinding Car parking changes (RV and long vehicle)

NEXT STEPS

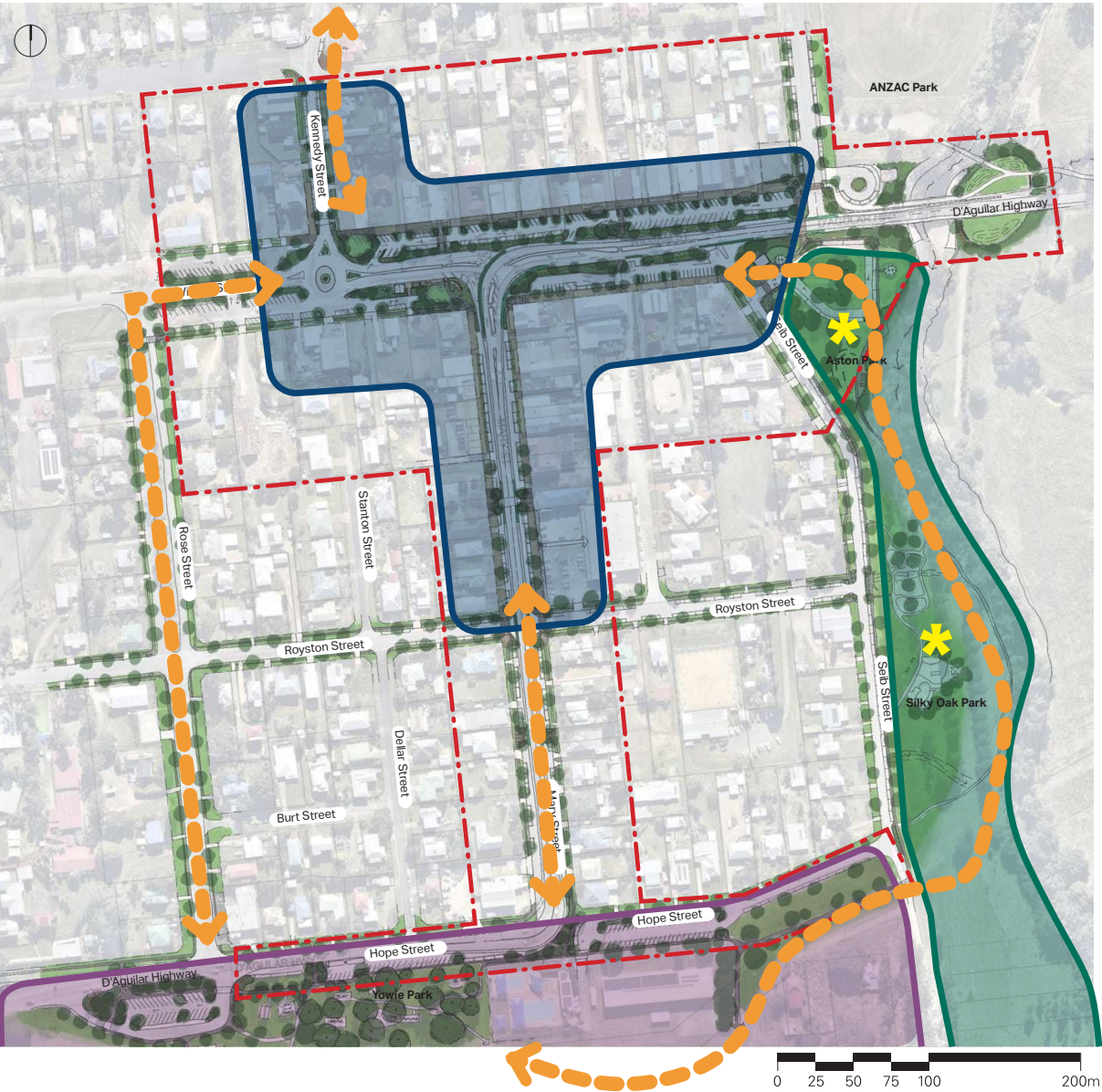


Appendix A

Framework Diagrams



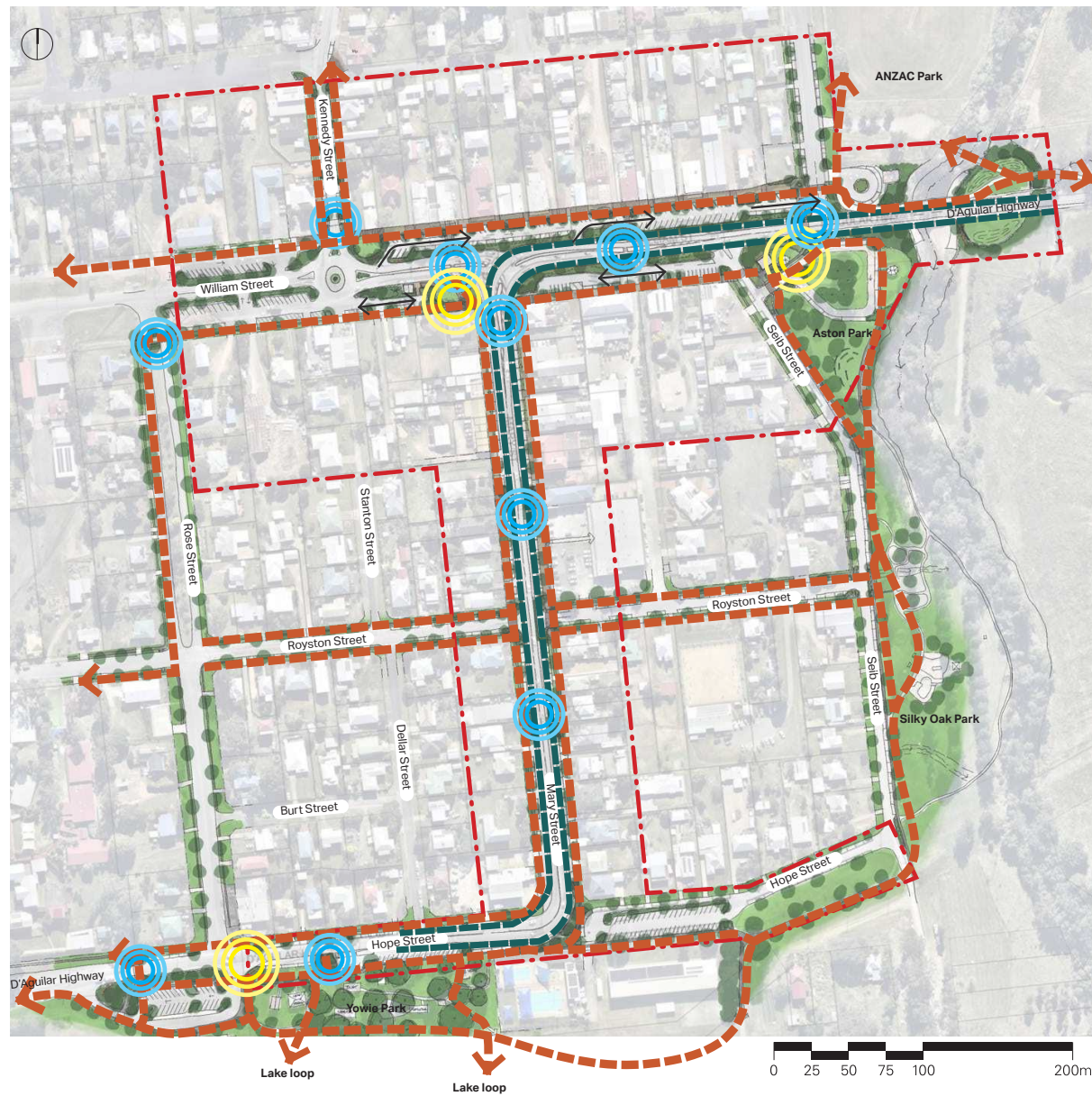
Precincts and Connectivity



LEGEND

- Precincts**
- Civic Core Precinct
 - Parks Precinct
- Role and function of Aston Park:
- passive surveillance
 - activation
- Community Precinct
- Connectivity
- Study Area

Access and Movement



LEGEND

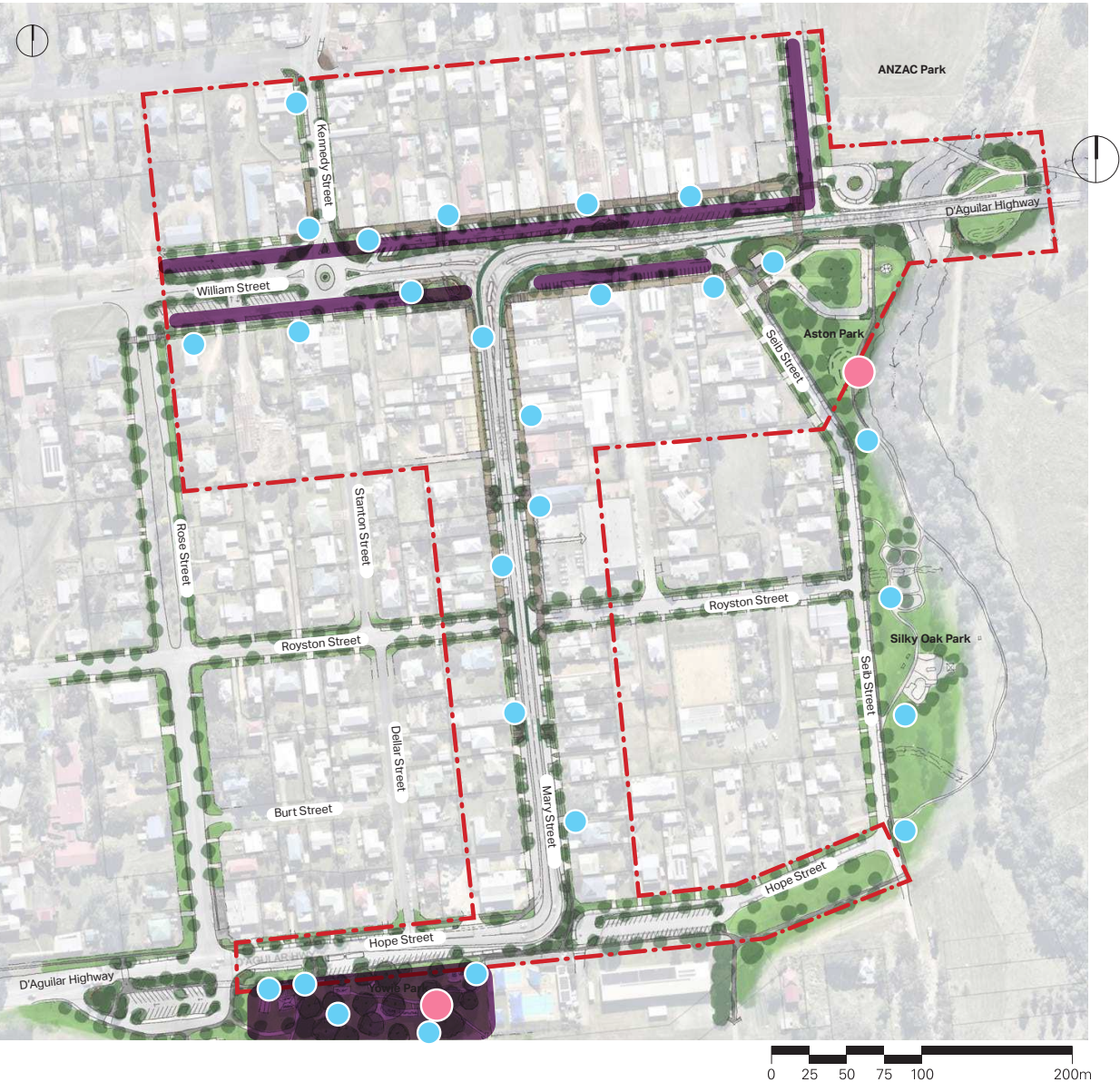
Movement

-  Pedestrian crossing
-  On road cycle lane
-  Pedestrian paths

Wayfinding

-  Gateways
-  Improved legibility understanding of direction of traffic
-  Study Area

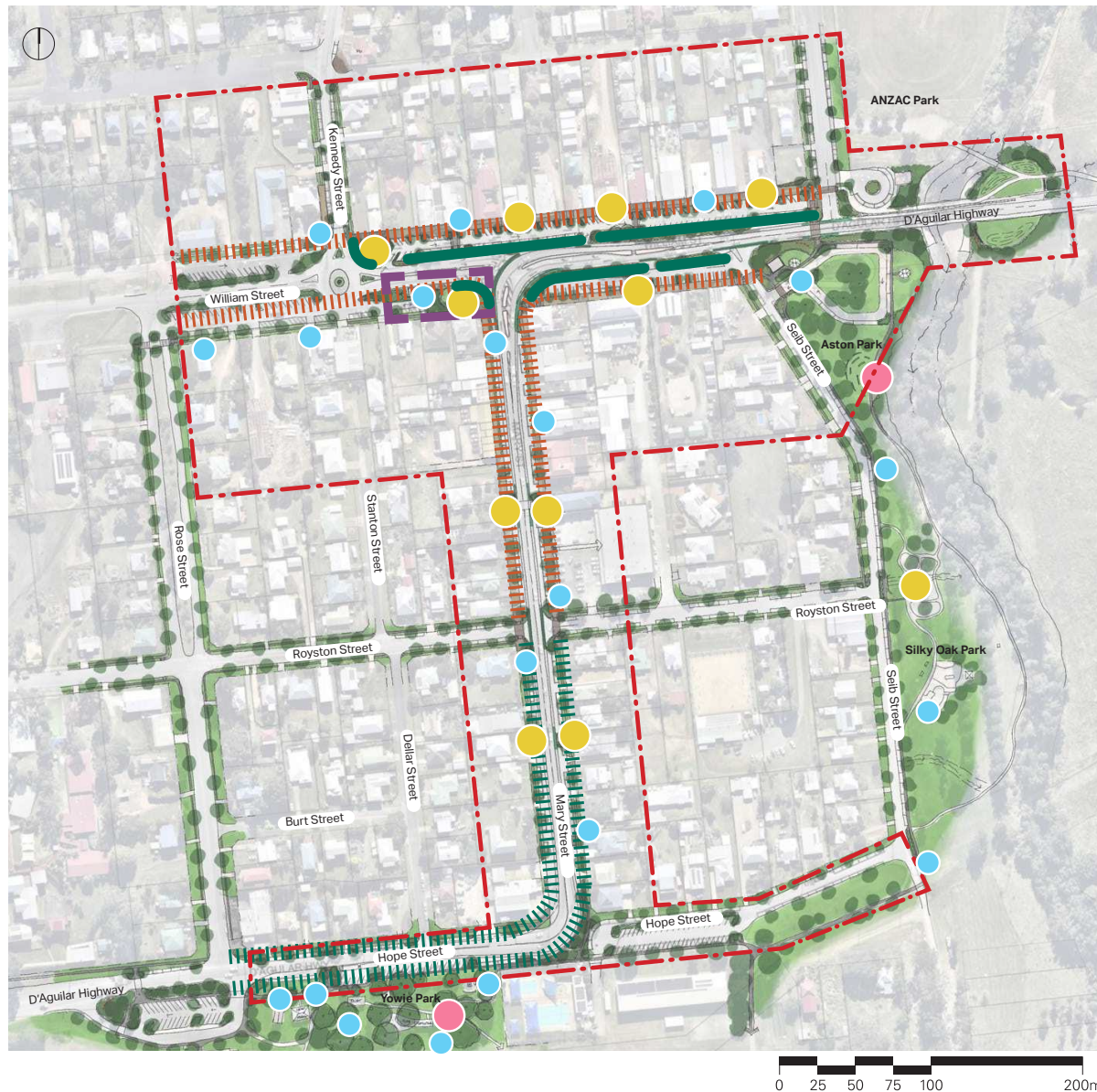
Software and Place Activation



LEGEND

- Small event
- Street Festival/Markets
- Heritage/audio trail with QR code linking to an immersive virtual reality or audio trail (i.e.: locals and elders telling stories of the Kilcoy now and past, stories of country) *Indicative locations
- Study Area

Streetscape and Public Realm



Parking



LEGEND

Large Vehicle Stopping/Parking

- Bus stop
- Truck parking
- RV parking

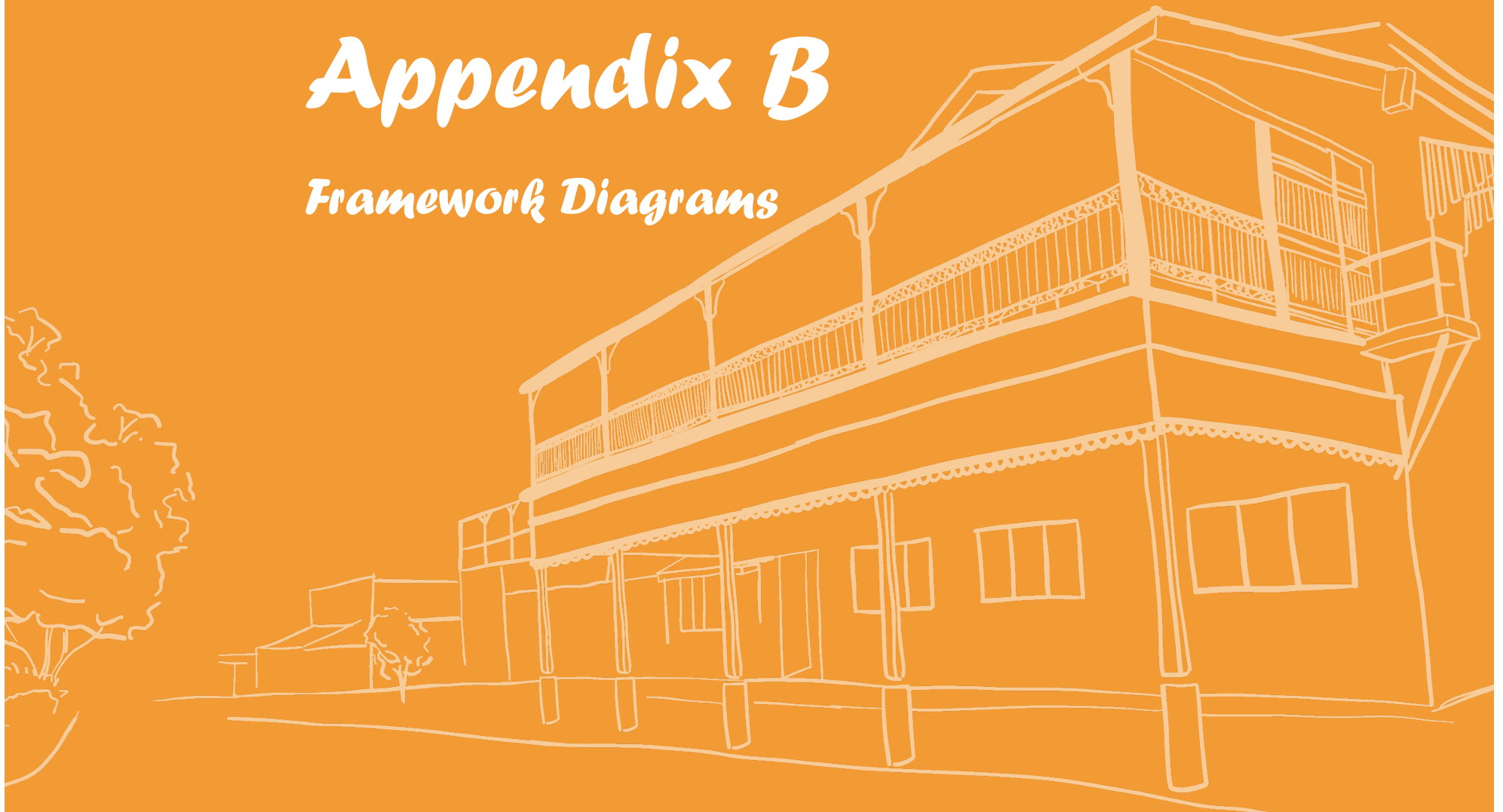
Car Parking

- New on-street car parking
- Motorbike parking

Study Area

Appendix B

Framework Diagrams



Engagement Process

Community engagement underpinned the project and the approach provided opportunities for stakeholders to co-define the challenges and opportunities and co-design the vision and master plan.

The entire engagement phase was run between the 10th of May and 14th September 2023, allowing for the collection of highly comprehensive content and ensuring ample opportunity for community and stakeholder input.

The engagement program was divided into two phases and throughout the engagement, there were several community and stakeholder touch points. They included:

PHASE 1 Place Positioning + Engagement

- **Online engagement #1:** Was hosted via council's website in the form of a survey. It featured 10 questions and the survey was open from the 10th of May to the 10th of June. The online survey was promoted to local school students. Over 100 responses were received from Year 12 and 8 students in the area. This information is of significant value to the project team in terms of understanding the perspective of the region's youth, a demographic group traditionally under-represented in traditional engagement processes.
- **Trader door knock:** The trader door knock was held on the 10th May during which the team visited over 20 local traders. The trader door knock was primarily an opportunity to build rapport with local business owners and to invite them to attend the breakfast. It was also an opportunity to promote the online engagement.
- **Stakeholder breakfast:** The stakeholder breakfast was held on the 23rd of May at the Kilcoy Visitor Information Centre. Approximately 35 people attended this session including local businesses, stakeholder groups, Councillors, Council staff and members of the community.

The breakfast ran for 90 minutes and served to clearly introduce the project and explore aspirations for the future.

- **Market pop-up #1:** Market pop-up engagement occurred at the monthly Yowie Markets on the 27th of May. Members of the project team were available for the duration of the markets from 7am-12:30pm. The pop-up featured a number of activities encouraging community to share their thoughts and ideas. Over the course of the day the team had more than 50 conversations with interested stakeholders who were visiting the markets along with stall operators.
- **Co-design workshop:** The co-design workshop was an important touch point, held on then 7th of June. There were over 40 attendees representing a variety of local backgrounds. This session was an opportunity to unpack the ideas and aspirations gathered to date and to start looking at way this information could be translated through on the group improvements.

PHASE 2 Master Plan Development

Throughout phase 2 of engagement, there were several community and stakeholder touch points. They included:

- **Online engagement #2:** Was hosted via council's website in the form of a survey. It featured a number of questions with supportive imagery to depict key messages of the draft master plan.
- **Market pop-up #2:** Market pop-up engagement occurred at the monthly Yowie Markets on the 29th of July. Members of the project team were available for the duration of the markets from 7am-12:30pm.
- **Final community feedback session:** Held on the 14th September 2023 in Kilcoy. This was the final engagement touch point.



Counsellor briefing



Co-design workshop

Engagement Findings

PHASE 1 Place Positioning + Engagement ONLINE ENGAGEMENT #1

Over 150 people completed the online survey via Council's website. Of those submissions, 84% were Kilcoy residents, and 33% are either business owners or work in the town.

In terms of the reasons for visiting Kilcoy, the top 4 responses were:

- I live here (80%)
- I do my shopping here (51%)
- I eat here (44%)
- I enjoy Kilcoy parks and open space (42%)

The high percentage of respondents staying in Kilcoy longer than 6 hours is likely due to employment or education. Discounting the greater than 6 hours option, it can be inferred that those visiting for other purposes are spending between 30 minutes and 2 hours in the town.

95% said that they move through town by car, 50% also stated that they walk.

When asked to describe the identity of Kilcoy, the responses ranged in community sentiment. Key themes included:

- Responses agreed that the town has changed in many ways over time. It has seen business and population growth as well as an increase in multiculturalism and tourism. They also acknowledge that with this growth, there has not been enough increase in housing, parking and other infrastructure to support it.
- The traffic and trucks have also had a negative impact on desirability of being in town. This is mostly in terms of the smells and effluence that comes from having them travelling through the centre of town making it an undesirable place to be as a pedestrian. In saying that,

through conversations with stakeholders there is a general recognition that trucks are part of the life blood of Kilcoy and that they are necessary for the prosperity of town.

The survey also asked respondents to consider the assets of Kilcoy and what would encourage people to visit more often. Community answers have been synthesised and outlined in the table below.

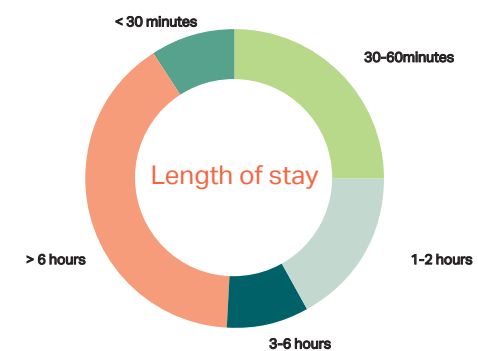
What's your impression of Kilcoy?



What is your reason for visit?



How long do you typically stay?



Ultimately, online engagement revealed that Kilcoy is a friendly and multicultural community with strong relationships and history. The town does however need consideration toward accommodating growth, improving amenity and prioritising pedestrian accessibility.

As part of Phase 1 of the engagement process, the Kilcoy community were asked to share the town's unique assets and opportunities. The answers have been synthesised in the following table.

Assets	Opportunities
<ul style="list-style-type: none"> Kilcoy's strategic position close to natural assets including Somerset Dam, Jimna and surrounding national parks is a significant asset to the township. Yowie theme as being central to the town's identity. Local history is a major asset particularly the signage strategy that has been developed by the local historical society. Great places to eat and gather including local pubs and cafes. Having a local hospital. Strategic location of the township as the perfect place to stop off on your way through to other destinations. Local friendly community who are proud of the town and its history. Major employers in the area including Global Foods. 	<ul style="list-style-type: none"> Improved housing options including the amount and type of homes. Multicultural representation. With a diverse population there is an opportunity to harness this to create a welcoming place for all. Encourage new businesses, particularly in local vacancies. This is a key tool for encouraging local tourism and economic growth. Encourage local businesses and facilities to open longer, in-turn increasing the length of time people would be willing to stay in town. Improved tourist facilities including accommodation for short-term stays. Opportunity to link-up with the existing rail trail to leverage the tourism opportunities that come with that. Improvements to the caravan and RV facilities in town including long-vehicle parking and supporting amenities. Better manage truck traffic either through diversion, slowing through traffic or the development of an effluent dump. Improved pedestrianisation of the centre including having designated cross-points across the highway. Improved wayfinding throughout town including gateways, signage to key destinations in the main street precinct. Increased greenery throughout the streetscape. Allocate spaces for respite throughout the central area including comfortable seating areas including shade and planting away from vehicle traffic.

“Shops have become less inviting, parking is more challenging in the town centre. Our community has become more multicultural and we need to embrace and welcome this. Still has a small town community feel that welcomes people.”

“The town has become more multicultural, and more tourists on weekends using the dam. The grey nomads in caravans love stopping and looking through the shops. The only downside are the smell of the cattle trucks and the brown waste that runs out the back of them through our town.”

PHASE 1 Place Positioning + Engagement STAKEHOLDER BREAKFAST

The Stakeholder Breakfast aimed to gather a strong understanding of who Kilcoy is, what their assets are and where the opportunities lie. They were also asked to write a 10-year vision for Kilcoy in the form of a postcard to their future self.

Participants expressed that the Kilcoy community is defined by multiculturalism, friendliness, close knit relationships, Yowie theme and town pride.

In terms of Kilcoy's strengths, the racecourse and equine precinct, farming and agriculture, key town location and local heritage were identified consistently across the groups.

There were a variety of key opportunities suggested. These include:

- Increasing amount of parking, including disability options.
- Create safer road crossing points using features like refuge islands.
- Reduce the speed through town and/or divert truck route.
- Increased signage and wayfinding elements.
- Increase accommodation options, such as B&B's.
- Create a caravan/RV park with facilities.
- Increase trees and greenery through town, features like hanging baskets.
- Places to sit.
- Businesses open longer, encourage some to open on a Sunday.

Generally, participants expressed concerns regarding truck movement through town and the impacts of effluent. It was proposed that trucks either bypass town or are able to access a wash down facility before entering town. A reduction of speed and consideration of safety in road crossing were also expressed as priorities.

Through the 10-year vision activity, participants were asked to write a postcard to themselves, as if they were visiting Kilcoy in the future, describing how the town has changed. Themes of greenery, walkability, road safety, parking and food and drink offering.

A common inclusion was footpath dining and places to enjoy a coffee. There was consistent use of words like 'vibrant', 'welcome' and 'green'.



“I love that I can walk around the town safely, shaded and surrounded by greenery and enjoy the many eateries. I love all the Yowie related traits, play areas and fun activities. I like to sit on the variety of benches to enjoy my coffee and decide which shop I'm going into next or which restaurant I will eat at.”

“Town is green and inviting with seating to stop and chat. Easy access for prams and old people. No trucks, easy to cross the streets. Lovely gardens on all of the median strips. Artwork throughout the CBD depicting our history and traditional owners. A beautiful town.”

PHASE 1 Place Positioning + Engagement MARKET POP-UP #1

The pop-up encouraged market goers to complete the survey, identify the identity of Kilcoy and to share their big ideas for the future.

Most who participated focussed on the big ideas rather than town identity. Key themes from the pop-up included:

- Walkability, particularly children on their journey to and from school.
- Long vehicle parking across town and at the visitor information centre.
- Wayfinding and signage.
- Trees and greenery across town.
- Safety and crossing points.
- Improved layout of the Yowie markets.
- Keep Yowie Park the same as it is already working really well.



PHASE 1 Place Positioning + Engagement CODESIGN WORKSHOP

The co-design workshop was an opportunity to share the findings from the engagement undertaken to date and to begin exploring how opportunities identified could be translated through hardware and software improvements throughout town. Attendees had an opportunity to work with other participants and representatives to start drawing up what some of these ideas might look like on the ground in Kilcoy.

The workshop opened with an overview of engagement undertaken to date and a summary of the key insights gathered so far. Following this, the design team discussed the extent of the project and what elements could be influenced as part of the master plan process.

Participants were separated into four groups to complete three interrelated activities.

The first activity looked at the current Kilcoy experience. Using maps of Kilcoy, each group was asked to consider and mark the following town features:

- Where are the gateways?
- Where is the town 'heart'?
- What are the key destinations?
- What are the key linkages? In responding to this, consider what are the destinations you are connecting?
- How would you define the different precincts in town?

Groups were also asked to consider how different users may experience the town and if this changes any of their answers. This prompt was focused on getting them to not just think about their own desires, but to consider the perspective of the whole population.

There was a significant level of consistency between the groups for activity one. These insights have been summarised below:

- All groups identified key gateways as D'Aguilar Highway near Seib Street as well as Kennedy Street.
- The town heart was identified as D'Aguilar Highway / Hope Street precinct. This area contains the aquatic

centre, sport facilities and Yowie Park. Another area was the D'Aguilar Highway / William Street precinct. One group suggested that this area as a visitor heart rather than local.

- In terms of key destinations, common selections were the visitor information centre, The Exchange Hotel, The Stanley Hotel, Kilcoy Quality Meats, CJs Pastries, Coff & Co and Yowie Park.
- Core precincts were marked along William Street, Mary Street through town and to the south.
- Key linkages predominately focused on the D'Aguilar Highway. Conversations were had around how young people move around the street and that walking to school is popular in Kilcoy.

The second activity, building on discussions from the first activity, asked the groups to consider hardware opportunities for the future. This included trees, wayfinding and crossing options.

As with the first activity, there was alignment in the work produced by each group. Tree cover consistently marked along Mary Street, William Street, Hope Street and D'Aguilar Highway. There was also desire for increased crossing points to encourage pedestrian safety. Signage was proposed at the previously identified gateways into town.

The map on the opposite page (page 21) demonstrates the most common suggestions across the groups for addition of these elements.

Following the discussion on hardware options, activity three focussed on the software opportunities for the future. This included activation methods such as outdoor dining and events. The groups were asked to brainstorm their answers on brown paper.

Key activation themes surrounded history, multiculturalism, Yowie and food and drink.

Some suggestions included:

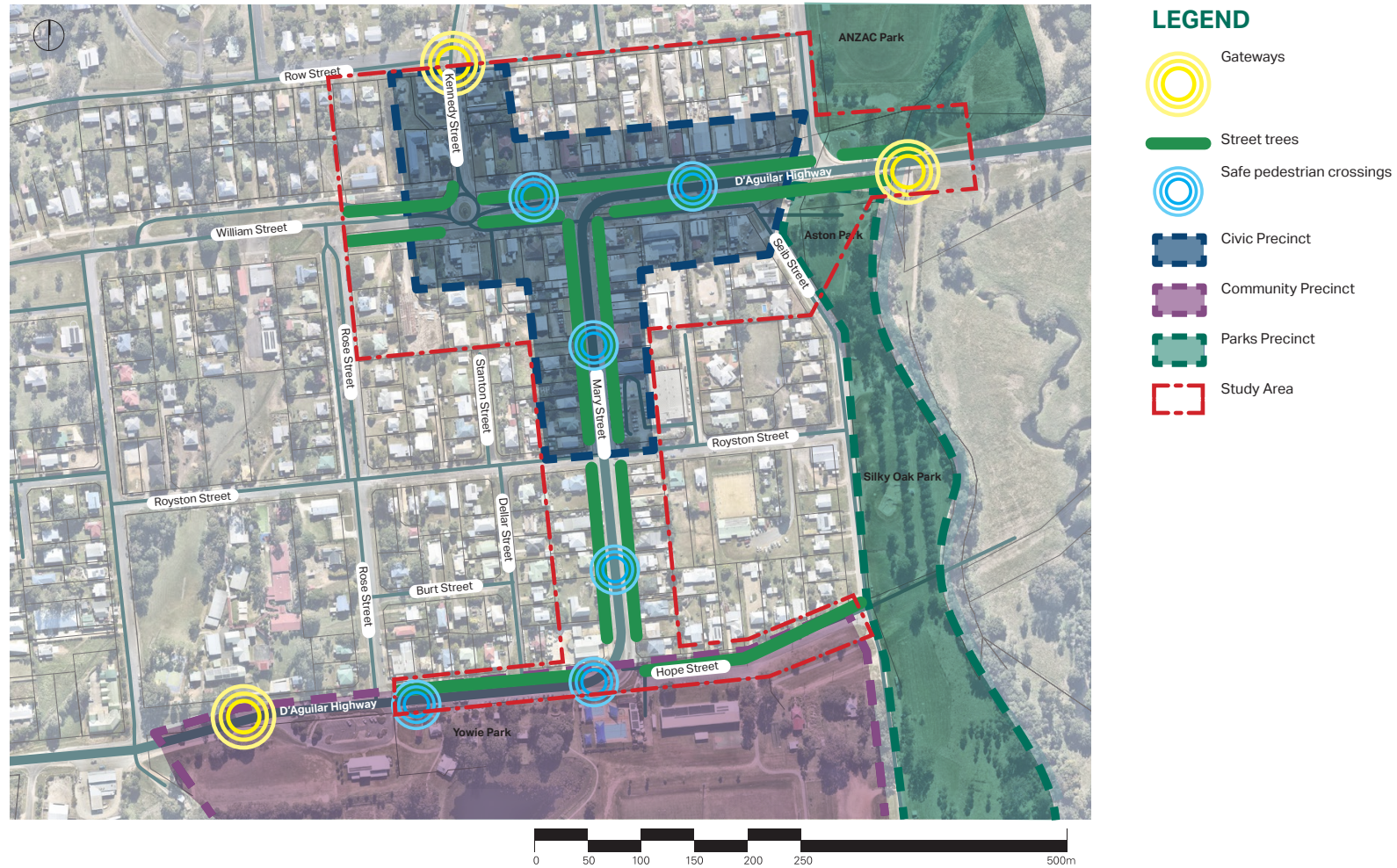
- History and art trail through town
- Multi-cultural events and Festival
- Food trucks/ Beer and BBQ Festival
- Yowie Festival

- Showground activation – rodeo, camp draft, polo etc.
- Timber celebration
- Kilcoy app or QR code for trails
- Christmas carnival and tree

YOUTH ENGAGEMENT

In addition to the online survey feedback received, the local school also provided feedback in hard written responses. These responses have been read and common suggestions have been considered during the process.

CoDesign Workshop: common suggestions and understanding



CONTINUED...**PHASE 1** Place Positioning + Engagement
CODESIGN WORKSHOP

The words and character imagery were selected by the community during Community Engagement processes.

These have been grouped into three themes that address the challenges Kilcoy is facing, the drivers for change, and the aspirations for Kilcoy's future. The elements provide the foundation for ongoing change and guide the Concept Master Plan.

Future aspiration



PHASE 2 Master Plan Development

MARKET POP-UP #2

Our second market pop-up was held at the end of July, its focus was to drive interest in the Draft Master Plan, answer any questions relating to it and drive traffic through to the "Have Your Say" survey. Overall engagement was positive with familiar faces stopping by to give their general approval of what they have seen. This was combined with a good cross section of the community, that we had previously not spoken to at past engagement sessions. Any negative concerns were addressed and our responses satisfied those enquiries. The common theme of the day continued with previously discussed needs, concerns and desires, with no new topics being fielded suggesting that we have comprehensively covered all areas important to the community.

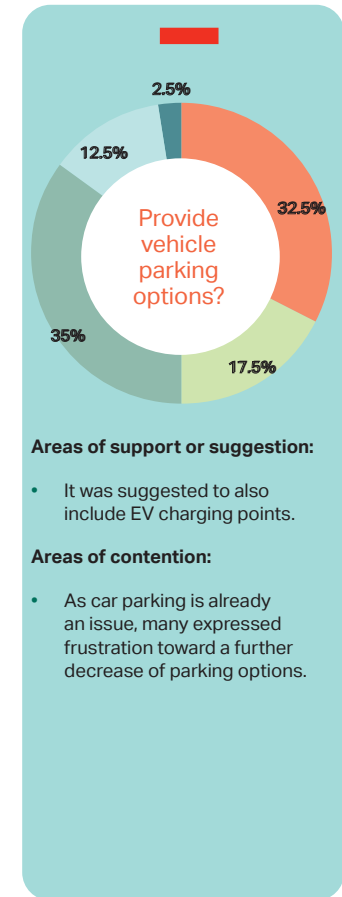
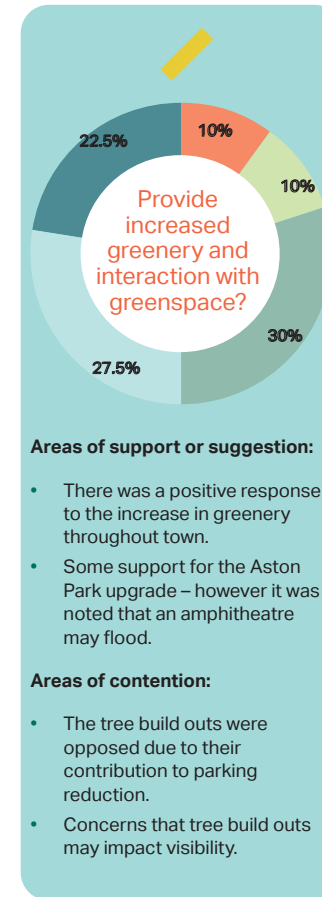
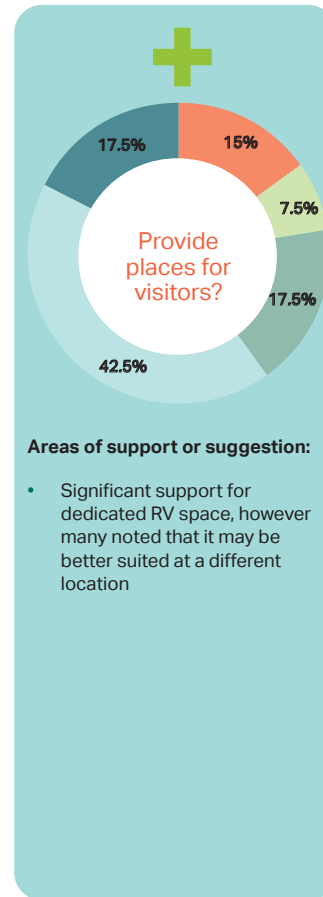
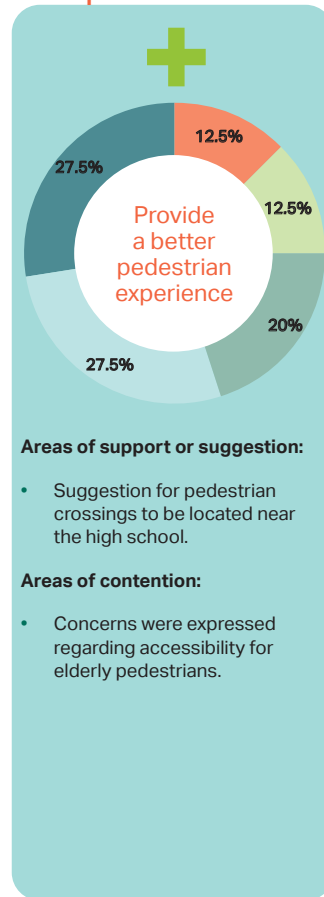
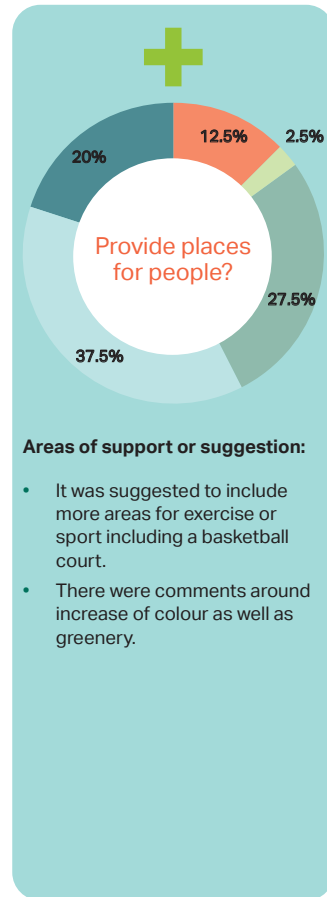
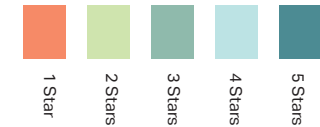
The most talked about aspects of the Draft Master Plan were;

- Walkability – The community really like the idea of a town park and how it simplified the network of roads and traversing footpaths, giving an area of respite and safety whilst simplifying the crossing of William St. The creation of a town centre focal point was also popular, as were the introduction of in ground shade trees throughout the commercial district.
- Crossings – The amount, type and locations of crossing was discussed keenly. The build outs were appreciated as were the number of crossings, with the crossing in Mary St near the GP/Pathology clinic proving popular, as were the crossings provided in William St towards the Schools.
- Street nooks and build outs – The introduction of seating and shade trees were very popular. Very few were concerned about the relocation of parking, understanding that in order to achieve positive outcomes change is required. (Important to note that some consideration should be given to the possibility of short stay drop off points near key locations for members of the community that need to park close to a business for accessibility, ie near Pathology or Pharmacy)
- William Street Service Rd (North) - The removal of the entrance and replacement with planting to William Street service Rd (north) was again very popular. The community did raise that desire to see cars being prevented from travelling the wrong way along the road as is common practice at the moment and raised the possibility of using the design to stop this from happening in the future. Build outs were a hit with the idea of more seating fostering improvements to the less than desirable shops that intersperse the current popular businesses
- Cattle trucks – These were still raised as being the main issue the town faces by a few and to some members of the community none of which the Council is doing will prevent effluent washing off the back and the noise and smell detracting from the town. This issues were discussed at length, including other measures that SRC are taking to prevent this. The majority of the community though believe that the Draft Master Plan addresses many of the concerns and will make Kilcoy far more enjoyable to experience for locals and visitors alike than it currently is.
- The RV Rest Area aka "The Dust Bowl" – The community were very interested in seeing this come to life with it being made to formalised rest precinct and saw it as an important activation that would provided business to the town centre. Quite a few people asked about the timing of when the Master Plan would translate to actual construction and are very keen to see the change happen as soon as possible.

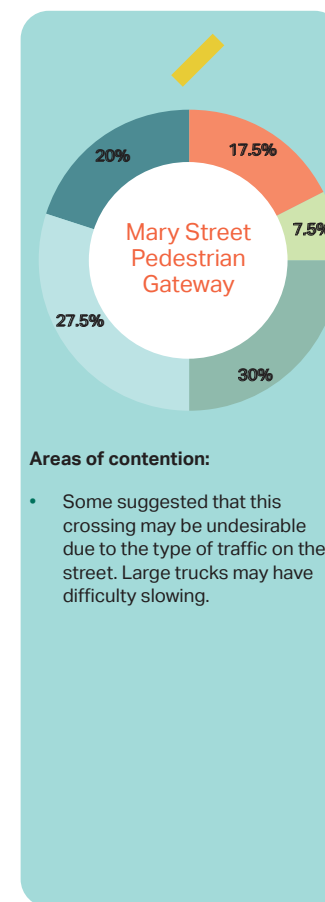
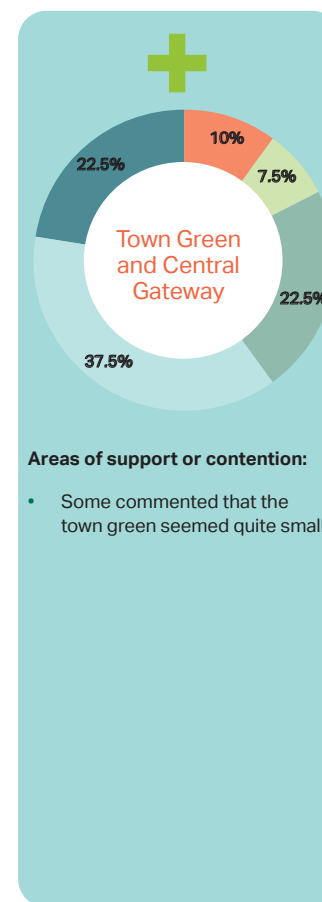
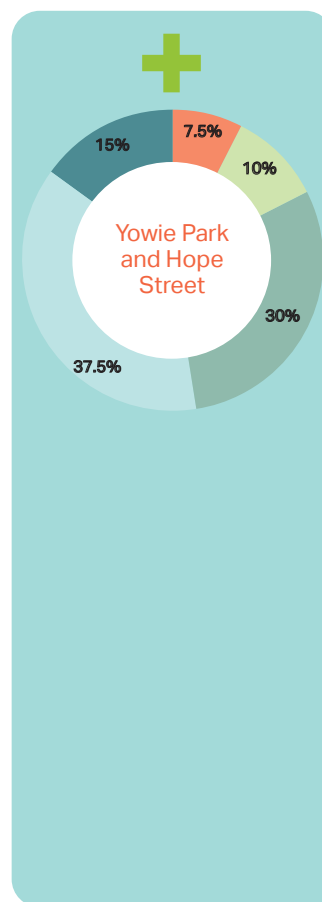
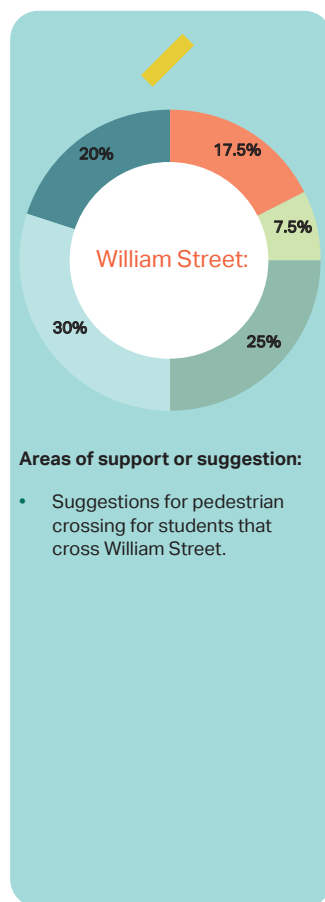
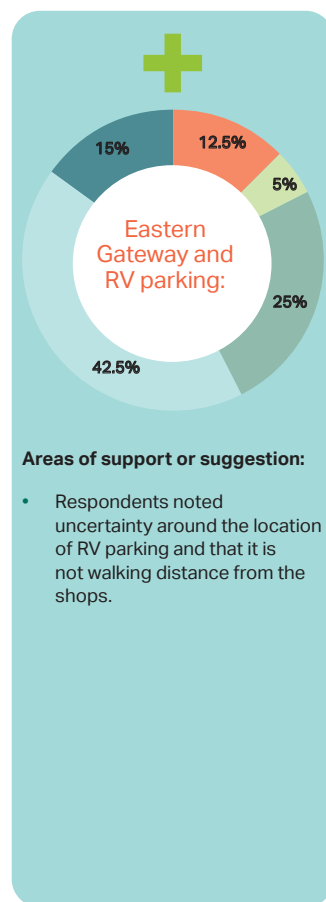
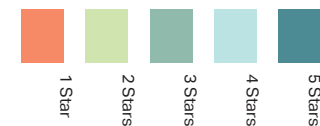
PHASE 2 Master Plan Development ONLINE ENGAGEMENT #2

Engagement for the draft masterplan occurred in the form of an online survey hosted on the Somerset Regional Council's "Have your say" page. The survey was open between the 23rd of July and 15th of August, receiving 40 responses. 10 of the 13 questions focussed on assessing how well the master plan achieved a specific outcome on a scale of 1 to 5. These outcomes are as follows.

How well does the master plan:



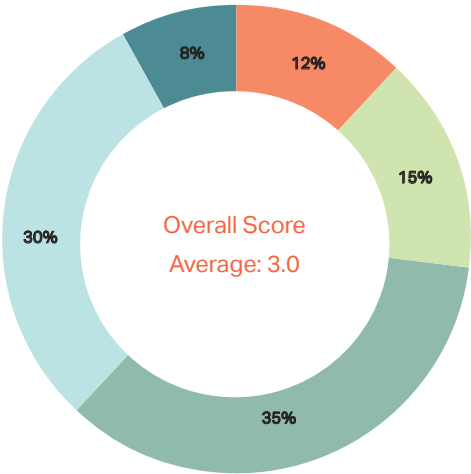
How would you rate:



Overall support

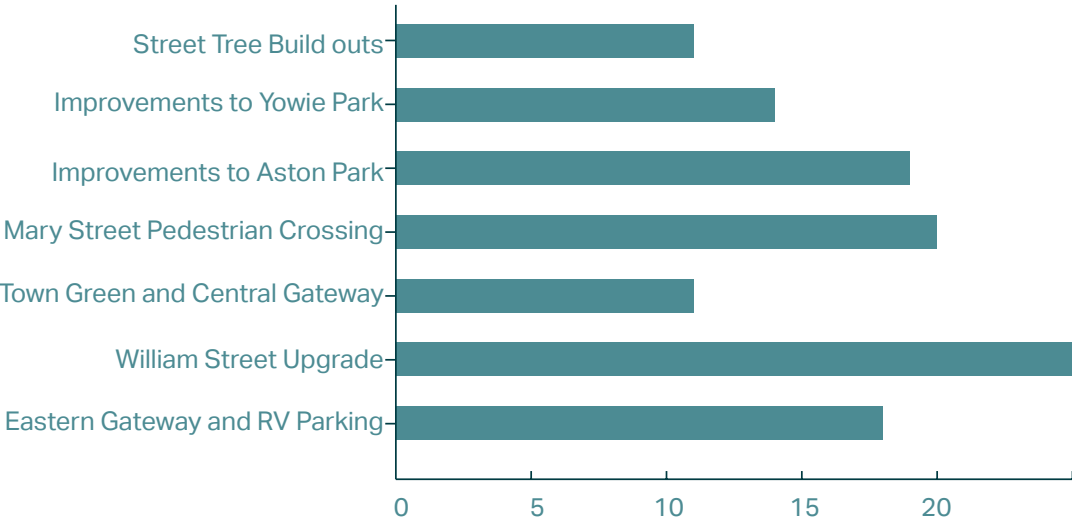
The final questions considered overall support for the master plan and what the priorities for implementation would be.

Scores of 3 and 4 were the most common, accounting for more than 60%. This suggests a medium level of support for the plan. It can be assumed that the majority of the dissatisfaction lies with the reduction of parking availability as this comment was most prominent within the open-ended question.



Implementation Priority:

The final question was to select 3 top priorities for implementation in Kilcoy. The top priority was William Street Upgrades, with 62% of respondents selecting it for implementation.



PHASE 2 Master Plan Development FINAL COMMUNITY FEEDBACK SESSION

Engagement Purpose

Although multiple engagement touchpoints had already been undertaken throughout the duration of the master plan development process, further engagement was determined as necessary. This arose due to the mixed feedback received on the draft plan via the online survey along with low rates of participation in comparison to previous phases of the project. Deeper understanding of community perspectives was required to ensure the master plan responds specifically to the wants and needs of the Kilcoy community. Therefore, another workshop was planned and undertaken on the 14th of September 2023.

The purpose of the workshop was to present the draft master plan to the community in further detail, and in alignment with the feedback received through the survey. It provided an opportunity for the community to share further feedback on the draft, specifically their areas of support and areas of concern. The workshop also served to assist in planning for the next steps, including what actions should be taken to amend the plan in alignment with stakeholder feedback.

Workshop Overview:

- Prior to the workshop starting, an optional 30-minute Q&A drop in was held for those in the community seeking clarity on specific elements of the draft plan.
- The workshop was attended by approximately 30 community members and project stakeholders including local Councillors. The session ran for 90-minutes and included a range of hands-on collaborative activities to delve deeper into community feedback and explore proposed next steps and potential design amendments.

The project team began by providing a thorough overview of the draft master plan, as well as the feedback that had emerged so far through the online survey and market pop-up. While this information was being presented, workshop attendees were provided with green and pink sticky notes and asked to write down areas of concern and support for elements of the plan. Following this, the group was invited to work with their tables to share their thoughts and see where the similarities and differences in perspective were. Following the small-group table discussions, the conversation was taken back to the whole group to note points of alignment and what the suggested next steps for refining the design should be.

Unfortunately, the group ran out of time so were unable to complete the next activity that was planned which was to progress the designs for the priority precincts.

Outcomes:

The feedback written on the sticky note was coded against the following categories in order to extract key reoccurring themes:

- Car Parking
- Greenery/ Trees
- Signage
- Pedestrian Crossing/s
- RV Parking
- Eastern Gateway
- Western Gateway
- Northern Gateway
- Aston Park
- Accessibility
- EV Charging
- Other

Although these categories don't cover all points raised by the group, it reflects the most common areas of feedback.

Areas of support:

The top three areas of support were:

1. Greenery/ Trees – 13 occurrences

Support expressed toward tree lining of streets, providing shade and the increase in overall greenery within the town centre. This included notes about improving the aesthetic appeal of the township.

2. Car Parking – 11 occurrences

Support expressed for parallel parking as a safe option as well as the inclusion of space for RVs. They also suggested that more off-street car parking options would be beneficial.

3. Eastern Gateway – 7 occurrences

Support expressed for the Eastern Gateway, noting it as an area of priority. This included the formalisation of this space to make it more user friendly and the inclusion of specific spaces for RV parking and a town map to assist in wayfinding.

Areas of concern:

The top three areas of concern were:

1. Car Parking – 18 occurrences

Concern expressed toward the loss of car parking with a request for a return to 45-degree parking. It was noted that people already find it challenging to find parking specifically along Mary Street and that a further reduction would be detrimental for local businesses.

2. Accessibility/ Visibility – 8 occurrences

Concern expressed toward access from RV parking to shops and amenities, as well as visibility for vehicles when making turns.

3. Greenery/ Trees – 7 occurrences

Concern expressed toward the impact of the gardens on visibility, as well as the height of trees in front of business signage. They also requested a reduction of trees on Mary Street as a tool for reducing the net loss of carparking.

A large number of comments fell into the category of 'Other'. These focused on topics like cost of implementation and approvals, heat island effect and concern toward the overall plan.

Although car parking was commonly mentioned in both support and concern, it is worth noting that the support comments on parking did express desire for a reduction in the impact of parking loss and reinforced the need for more parking options.

Other key comments included:

- Requests for a more prominent northern gateway as a key entry marker into town.
- Reconsideration toward location of RV parking and amenities.
- Strong support for Aston Park upgrades.
- Proposed incorporation of wayfinding to direct people to the most appropriate places to park depending on their vehicle type and reason for visiting Kilcoy.

Recommended next steps:

Following the workshop, the following recommended next steps have been proposed to assist in the refinement of the project master plan.

- Explore the option to increase the amount of parking along Mary Street, whilst not losing the overall objectives of the project including to bring greenery into this space.
- Include further emphasis on wayfinding throughout the township including directing visitors to appropriate carparking spaces and surrounding businesses.
- Strengthen the emphasis on gateways and creating a strong sense of arrival as you enter Kilcoy from all directions.
- Explore options for lower planting and tree species that will prevent visibility to business signage being blocked.
- There was very strong support for the Aston Park upgrade including the formalisation of this space.
- Explore options to screen footpaths and pedestrian corridors from the road including through the use of trellis and arbour structures.

Appendix C

Car Park Analysis



Car Park Analysis

William Street Service Road NORTH EAST

Parking Type	Existing	Proposed	Actual Difference	Percentage	Plus / Minus Outcome
Car Parking spaces	70	74	4	6%	4
Informal car parking	0	0	0	0%	<i>See figure above</i>
Motorcycle	0	0	0	0%	0
RV and Long Vehicles Spaces	2	1	-1	-50%	-1

William Street Service Road SOUTH EAST

Parking Type	Existing	Proposed	Actual Difference	Percentage	Plus / Minus Outcome
Car Parking spaces	25	25	0	0%	-6
Informal car parking	6	0	-6	-100%	<i>see figure above</i>
Motorcycle	7	7	0	0%	0
RV and Long Vehicles Spaces	0	0	0	0%	0

William Street Service Road NORTH WEST

Parking Type	Existing	Proposed	Actual Difference	Percentage	Plus / Minus Outcome
Car Parking spaces	12	16	4	33%	4
Informal car parking	0	0	0	0%	<i>see figure above</i>
Motorcycle	0	0	0	0%	0
RV and Long Vehicles Spaces	1	0	-1	-100%	-1

William Street Service Road SOUTH WEST					
Parking Type	Existing	Proposed	Actual Difference	Percentage	Plus / Minus Outcome
Car Parking spaces	10	33	23	230%	23
Informal car parking	0	0	0	0%	<i>see figure above</i>
Motorcycle	0	0	0	0%	0
RV and Long Vehicles Spaces	0	1	1	100%	1

Mary Street NORTH					
Parking Type	Existing	Proposed	Actual Difference	Percentage	Plus / Minus Outcome
Car Parking spaces	40 (include 1x loading bay)	39 (include 1x loading bay)	0	-23%	-1
Informal car parking	0	0	0	0%	<i>see figure above</i>
Motorcycle	0	0	0	0%	0
RV and Long Vehicles Spaces	0	0	0	0%	0

Mary Street SOUTH					
Parking Type	Existing	Proposed	Actual Difference	Percentage	Plus / Minus Outcome
Car Parking spaces	28	25	-3	-11%	-3
Informal car parking	0	0	0	0%	<i>see figure above</i>
Motorcycle	0	0	0	0%	0
RV and Long Vehicles Spaces	0	0	0	0%	0

Hope Street WEST					
Parking Type	Existing	Proposed	Actual Difference	Percentage	Plus / Minus Outcome
Car Parking spaces	4	38	34	850%	-10
Informal car parking	38	0	-38	-100%	<i>see figure above</i>
Motorcycle	0	0	0	0%	0
RV and Long Vehicles Spaces	1	4	3	300%	3

Hope Street EAST					
Parking Type	Existing	Proposed	Actual Difference	Percentage	Plus / Minus Outcome
Car Parking spaces	30	45	15	50%	-1
Informal car parking	16	0	-16	-100%	<i>see figure above</i>
Motorcycle	0	0	0	0%	0
RV and Long Vehicles Spaces	0	0	0	0%	0

Seib Road NORTH and Aston Park RV REST AREA					
Parking Type	Existing	Proposed	Actual Difference	Percentage	Plus / Minus Outcome
Car Parking spaces	0	14	14	1400%	-12
Informal car parking	26	0	-26	-100%	<i>see figure above</i>
Motorcycle	0	0	0	0%	0
RV and Long Vehicles Spaces	0	9	9	900%	9



SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Steven Brennan, Environmental Services Manager
Director: Luke Hannan, Director of Planning and Development
Date: 6 December 2023
Subject: Consultation Paper – Food Act 2006 – Proposal to Require State Food Businesses to be Licensed
File Ref: Environmental Management/Reports/Environmental Health Reports
Action Officer: ESM

Background/Summary

Council has received the attached correspondence from Queensland Health inviting feedback on a proposed legislative amendment to bind the State of Queensland to provisions of the *Food Act 2006* (binding the Crown). Under the proposed changes, State run food businesses would be subject to licensing and regular monitoring under the *Food Act 2006* (the Food Act). Examples of State-run food businesses are public hospitals, State school tuckshops, public residential care facilities, correctional centres and Queensland Rail food services.

It should be noted that the decision to bind the Crown will be a matter for the Minister and the Queensland Government to decide, however the attached consultation paper seeks feedback on the most preferred regulatory approach. The below three options are proposed in the consultation paper:

- Option 1: Regulation by local governments as for all other licensed food businesses.
- Option 2: Regulation by Queensland Health.
- Option 3: Regulation by a joint system of both Queensland Health and local government.

A recent article published by the Local Government Association of Queensland (LGAQ) states:

“The LGAQ has previously highlighted, in submissions and in consultation with our members, local governments strong opposition to any further cost shift by delegating further businesses to local government enforcement. Therefore, only option 2 (Regulation by Queensland Health) is considered suitable.”

Council officers agree that the devolution of responsibilities proposed under options 1 and 3 will have resource implications on Council. Council officers propose to provide feedback to Queensland Health on the consultation paper to confirm that should the Queensland Government decide to implement a legislative amendment of the *Food Act 2006* to bind the Crown; Council only supports option 2 (Regulation by Queensland Health).

Attachments

1. Letter to Council from Queensland Health inviting feedback on a proposal to bind the Crown under the *Food Act 2006*.
2. Consultation Paper: *Proposal to require State food businesses to be licensed (binding the Crown)*.

Recommendation

THAT Council:

1. Make a submission to Queensland Health regarding the consultation paper titled, *Proposal to require State food businesses to be licensed (binding the Crown)* confirming that should the Queensland Government decide to implement a legislative amendment of the *Food Act 2006* to bind the Crown; Council only supports option 2 (Regulation by Queensland Health).
2. Provide a copy of Council's submission to the Local Government Association of Queensland.



Enquiries to: Director
Food Safety Standards and
Regulation

Queensland Health

Telephone:
File Ref:

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

Email: ajohnson@somerset.qld.gov.au

Dear Mr Johnson,

The *Food Act 2006* (Food Act), which commenced in June 2006, is the primary piece of food safety legislation in Queensland. The Food Act seeks to ensure that food for sale is safe and suitable for human consumption. It also seeks to prevent misleading and deceptive conduct in relation to food. Queensland Health is undertaking a formal legislative review of the Food Act.

In May 2023 stakeholders were invited to provide feedback on 39 legislative reform proposals. You are now invited to provide feedback on an additional proposed legislative amendment to bind the State of Queensland to provisions of the Food Act (binding the Crown). This would then require Queensland State food businesses to identify and manage risks in a manner that is consistent with their private sector counterparts and with other states and territories.

You are invited to provide feedback about the attached binding of the Crown proposal. The decision to bind the Crown will be a matter for the Minister and the Queensland Government to decide. However, to determine the preferred regulatory approach, we would appreciate your feedback. A survey regarding the options for regulation of State food businesses is located [here](#). The survey should take approximately five minutes to complete. Please provide feedback **by 31 December 2023**.

If you require any further information in relation to this matter, please contact , Director, Food Safety Standards and Regulation, Department of Health, on telephone or via email at foodsafety@health.qld.gov.au.

Yours sincerely

John Piispanen
Executive Director
Health Protection Branch

1 / 12 / 2023
Department of Health
Level 3, 15 Butterfield Street
HERSTON QLD 4006
PO Box 2368
FORTITUDE VALLEY BC QLD 4006

Telephone +61 7 3328 9200
Website health.qld.gov.au
Email RHCorrespondence@health.qld.gov.au
ABN 66 329 169 412

Consultation paper

Food Act 2006

Proposal

Require State food businesses to be licensed (binding the Crown).

There are approximately 1600 State food businesses in Queensland. Examples of State food businesses include public hospitals, State School tuckshops, public residential aged care facilities, correctional centres, Queensland Rail food services and Parliamentary catering services.

Currently, the Food Act does not bind the Crown. That is, it does not apply to State food businesses. Specifically, section 3 of the Food Act provides that the Food Act binds all persons with the exception of the State, a government owned corporation or a rail government entity under the *Transport Infrastructure Act 1994*. Section 4(1)(a) of the Food Act also provides that the Food Act does not apply to the handling or sale of food at a tuckshop operated by a parents and citizens' association at a State School.

A 2019 audit report by the Queensland Audit Office (QAO), *Managing consumer food safety in Queensland - Report 17: 2018–19*, recommended that the exemptions in the Food Act be reviewed to ensure they are in the best interest of consumers in Queensland. Although the audit report recognised that State run food businesses were exempt because the State cannot prosecute itself, it noted that this exemption meant a significant source of potential food safety risks was unregulated. Consumers of these State-run services must rely on the food business voluntarily taking steps to ensure food safety standards are met.

The audit report noted that food safety risks do not differentiate between public and private sector entities. It also identified that the consumers impacted by this lack of regulation included some of Queensland's most vulnerable people, such as hospital patients, children and the elderly.

Queensland is the only Australian jurisdiction where food safety legislation does not apply to State food businesses. However, other Queensland safety legislation does bind the Crown, including the *Environmental Protection Act 1994*, *Work Health and Safety Act 2011*, the *Public Health Act 2005*, *Tobacco and Other Smoking Products Act 1998* and the *Radiation Safety Act 1999*.

Queenslanders may reasonably expect that State run food businesses should set the "gold standard" for managing food safety risks. The proposed amendment will ensure all food businesses in Queensland take a consistent, high-level approach to managing food safety risks.

It is proposed to amend the Food Act to bind the Crown. This will bring Queensland in line with other Australian jurisdictions and ensure that Queensland's food safety requirements apply equally across the public and private sectors. As with other food businesses, State run food businesses will be subject to regular monitoring. This will provide a mechanism for assessing their compliance with relevant food safety requirements, identifying any remedial action required to bring the food business up to standard, and will provide access for regular food safety advice.

Options

Previous consultation with relevant State and local government stakeholders has identified three possible options for the regulatory oversight of State food businesses in Queensland:

- **Option 1:** Regulation by local governments as for all other licensed food businesses.
- **Option 2:** Regulation by Queensland Health.
- **Option 3:** Regulation by a joint system of both Queensland Health and local government.

The anticipated benefits and risks of each option are outlined in Table 1 below.

Table 1 – Anticipated benefits and risks of options for the regulation of State food businesses

	Option 1: Local government to regulate (preferred option for equivalence across private and public sectors)	Option 2: Queensland Health to regulate	Option 3: Joint system of local government and Queensland Health
Risks	<ul style="list-style-type: none"> Design and fit-out assessment of premises will not be retrospective. Transitional provisions may need to be considered to allow local governments adequate time to ensure adequate resources and ensure that facilities meet structural requirements of the Food Standards Code. Will require local government to develop local relationships with State food businesses. May provide an inconsistent application of food regulation across the food service sector. 	<ul style="list-style-type: none"> As design and fit-out assessments are not retrospective, transitional provisions may need to be considered to allow departments adequate time to ensure facilities meet structural requirements of the Food Standards Code. Queensland Health will need to develop and implement a licensing system. Queensland Health will be required to set up a framework to receive, assess and process inspection and audit reports. Queensland Health will require special travel arrangements to attend rural and remote businesses, reducing the capacity to attend site for inspections, complaints or enquiries including follow-up work. Inspections and audits of Hospital and Health Service (HHS) facilities may not be perceived as independent, as Public Health Unit (PHU) and HHS facilities are under the same employment structure. 	<ul style="list-style-type: none"> As design and fit-out assessments are not retrospective. Transitional provisions may need to be considered to allow departments adequate time to ensure facilities meet structural requirements of the Food Standards Code. Will require local government to develop local relationships with State food businesses. Queensland Health will need to develop and implement a licensing system. Queensland Health will be required to set up a framework to receive, assess and process inspection and audit reports. Queensland Health will require special travel arrangements to attend rural and remote businesses, reducing the capacity to attend site for inspections, complaints or enquiries including follow-up work. Inspections and audits of HHS facilities may not be perceived as independent as PHUs and HHS facilities are under the same employment structure. May provide an inconsistent application of food regulation across the food service sector. May not align with the principle of creating equivalence across the public and private sectors.

	Option 1: Local government to regulate (preferred option for equivalence across private and public sectors)	Option 2: Queensland Health to regulate	Option 3: Joint system of local government and Queensland Health
Benefits	<ul style="list-style-type: none"> • The Food Act will align with legislation in other jurisdictions. • The Food Act will align with other Queensland legislation which binds the Crown. • State food businesses will meet legislative requirements equivalent to their private sector counterparts. • Licensing, inspection, and auditing systems required for administration and enforcement of the Food Act for State food businesses will be equivalent to systems required for private businesses. • Local governments will have some flexibility in how they recover the costs of transitioning to the new arrangements, such as licensing fees. • Local governments are geographically positioned to respond in a timely manner to complaints and enquiries without the need to make special transport arrangements, especially in relation to rural and remote facilities. • Local government officers will provide an element of perceived impartiality. 	<ul style="list-style-type: none"> • The Food Act will align with legislation in other jurisdictions. • The Food Act will align with other Queensland legislation which binds the Crown. • State food businesses will meet legislative requirements equivalent to their private sector counterparts. • Consistent with the Food Act where local government undertake inspections of licensed food businesses within their local government area, State food businesses will be inspected by their relevant Queensland Health PHUs. • Queensland Health staff may have greater ease of obtaining access to State food businesses. 	<ul style="list-style-type: none"> • The Food Act will align with legislation in other jurisdictions. • The Food Act will align with other Queensland legislation which binds the Crown. • State food businesses will meet legislative requirements equivalent to their private sector counterparts. • State food businesses will have some regulatory oversight including regular food business inspections. • Queensland Health staff may have greater ease of obtaining access for particular State food businesses. • Local governments are geographically positioned to respond in a timely manner to complaints and enquiries for particular State food businesses.

How to have your say

You are invited to provide feedback on the legislative reform proposal to bind the Crown as outlined in this consultation paper.

Feedback can be submitted either electronically by completing the online survey or by email or in hard copy via post. Please note that if you submit feedback electronically you do not need to provide a follow-up hard copy by post.

Submissions are to include:

- your full name, contact details (address, telephone number, and email address) and position (if relevant), and
- for organisations, the level at which the submission was authorised.

In developing your submission, please consider and provide feedback on the following:

- with the three options presented, which option is preferred and any reason(s) why,
- any expected impacts the proposal will have on your organisation and
- any other general comments or feedback.

Please provide your submission **by close of business 31 December 2023** to one of the following:

Website: [Consultation Survey – Binding the Crown](#)

Email: foodsafety@health.qld.gov.au

Post: Food Safety Standards and Regulation
Queensland Health
PO Box 2368
FORTITUDE VALLEY BC QLD 4006

Enquiries

Enquiries regarding the consultation process or discussion paper should be directed to:

Phone: (07) 3328 9310

Email: foodsafety@health.qld.gov.au

Privacy statement

Personal information collected by Queensland Health is handled in accordance with the *Information Privacy Act 2009*. Queensland Health is collecting your personal information for the purpose of informing the development of reforms to the Food Act and to enable Queensland Health to contact you, if required, regarding your submission or the consultation process. All personal information will be securely stored.

Your submission may be disclosed to other entities including relevant Queensland Government departments and the Queensland Parliamentary Health and Environment Committee for the purpose of informing consideration of the proposed reform. Your personal information will not be disclosed to other third parties unless the disclosure is authorised or required by or under law. If you would like your submission, or any part of it, to be considered confidential, please indicate this clearly when making your submission.

For information about how Queensland Health protects your personal information, or to learn about your right to access your own personal information, please refer to our [Privacy Policy](#).

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Michael O'Connor, Senior Planner
Director: Luke Hannan, Director Planning and Development
Date: 12 December 2023
Subject: Major Amendment to the Somerset Region Planning Scheme – Major Amendment 2
File Ref: Somerset Region Planning Scheme - Major Amendment 2
Action Officer: SP—MO

Background/Summary

The Somerset Region Planning Scheme commenced on 1 March 2016 and has been amended several times to ensure it remains a contemporary statutory instrument. Amendments to date include:

- alignment amendment for the introduction of the *Planning Act 2016* (Version 2);
- major amendment to incorporate a new Local Government Infrastructure Plan and related Planning Scheme Policy 4 – Design Standards (Version 3);
- major amendment to calibrate the operation of planning scheme, improving opportunities for accommodation and rail trail development (amongst other matters) and associated minor amendment for technical corrections (Version 4 and 4.1); and
- administrative amendment to improve operation of the document and mapping and correct minor errors (Version 4.2).

Council officers have continued to identify opportunities for improvement within the planning scheme, including the reduction of regulation, streamlining of assessment criteria for low risk and desired uses, incorporate learnings from recent court decisions, and improve the rigour of the planning scheme. These matters have been refined in the Confidential Attachment – “Somerset Region Planning Scheme Proposed Major Amendment 2 Issues Report” and will require a major amendment to the planning scheme, notionally called Major Amendment 2.

As per the Minister's Guidelines and Rules (MGR), to make a major amendment, the local government must first decide to amend the planning scheme.

Once Council decides to amend the planning scheme, Council officers will, in collaboration with our appointed consultant, commence drafting the amendment instrument, and seek early engagement with the State Government regarding matters of State interest that are relevant to the amendment.

The amendment process is lengthy and includes State interest review and public notification. The State interest review is anticipated to take a minimum of 60 business days and the public notification about 30 business days.

There are several touch points with Council during the major amendment process; it is anticipated that the amended planning scheme will be bought back to Council in mid-2024.

Attachments

1. Confidential Attachment – Somerset Region Planning Scheme Proposed Major Amendment 2 Issues Report

Recommendation

THAT Council:

1. receive the Somerset Region Planning Scheme Proposed Major Amendment 2 Issues Report;
2. make a major amendment to the planning scheme in accordance with Chapter 2, Part 4 of the Minister's Guidelines and Rules.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Carole Labram, Tourism Officer
Director: Luke Hannan, Director of Planning and Development
Matthew McGoldrick, Director Corporate Services
Date: 21 December 2023
Subject: Economic Development and Tourism Advisory Committee Report
File Ref: 2020-2024 Economic Development and Tourism Advisory Committee
Action Officer: CTM

Background/Summary

A meeting of the Somerset Regional Council Economic Development and Tourism Advisory Committee was held on 21 November 2023.

Attachments

Attachment 1 - Economic Development and Tourism Advisory Committee Meeting Report – 21 November 2023.

Attachment 2 – Somerset Tourism Strategy Review Report.

Recommendation

THAT the Economic Development and Tourism Advisory Committee report from 21 November 2023 be received.

REPORT

Somerset Regional Council Economic Development and Tourism Advisory Committee

Date: Tuesday, 21 November 2023
Time: 1pm
Venue: Simeon Lord Room, Esk Library

Representatives

Somerset Regional Council (SRC) Councillors	Cr Graeme Lehmann (Chair)
	Cr Helen Brieschke
	Cr Cheryl Gaedtke
	Cr Bob Whalley
	Cr Sean Choat
	Cr Kylee Isidro
	Cr Jason Wendt
Somerset Regional Council CEO	Andrew Johnson
Southern Queensland Country Tourism (RTO)	Peter Homan
Seqwater	Jamie English
Brisbane Valley Rail Trail Steering Committee	Josie Sheehan
Agricultural Industry Representative	Duncan Brown
Agricultural Industry Representative	Vince O'Brien
Community Tourism Representative	Sue Minto
Community Tourism Representative	Paul Lawson
Community Business Representative	Joe Abeya
Community Business Representative	Cameron Wyatt*
SRC Director Planning and Development (DPAD)	Luke Hannan
SRC Community and Tourism Manager (CTM)	Daniel Rowe
SRC Tourism Development Officer	Veronica Eagle
SRC Business Recovery Officer	Jacqui O'Connor

Guests

UQ – BVRT Research Project	David Solnet
UQ – BVRT Research Project	Pierre Benckendorff
Transport and Main Roads	Christine Delaforce
Transport and Main Roads	David Gleadow

Drought Resilience Project	Ben Lyons
Drought Resilience Project	Andrew Drysdale
SRC – Tourism Officer (TO)	Carole Labram
Southern Queensland Country Tourism	Sheree Gillies

#Denotes partial attendance. * Denotes online attendance

Item No.	Description
1.	Opening of Meeting Mayor Lehmann opened and chaired the meeting at 1:06pm
2.	Apologies <ul style="list-style-type: none"> - Peter Homan (Regional Tourism Organisation Representative - Southern Queensland Country) – Sheree Gillies attended as a representative of SQCT - Veronica Eagle (SRC Tourism Development Officer) - Duncan Brown (Brisbane Valley Farm Direct) - Cr Sean Choat (SRC Councillor) - Jamie English (SEQ Water) - Vince O'Brien (Agricultural Industry Representative)
3.	Resignation Mayor Lehmann announced the resignation of Sue Minto (Community Tourism Representative – One Tree Canoe Company), from the Committee.
4.	Presentation: BVRT Research Project Presenter: David Solnet and Pierre Benckendorff – University of Queensland Business School – Service Innovation Alliance Overview: CTM introduced the team from the University of Queensland (UQ). David Solnet and Pierre Benckendorff from the UQ provided an overview of Phase 2 of the Brisbane Valley Rail Trail (BVRT) Visitor Research Project. Presenting preliminary insights and comparisons with Phase 1 of the survey conducted in 2020. The final report will be submitted to Council at the end of December 2023. Council is undertaking this study with the support of the Queensland Department of Transport and Main Roads (TMR) and South Burnett Regional Council (SBRC). CTM and CEO noted and thanked TMR and SBRC for their support of this project and the BVRT. Four key aims of Phase 2 include: <ul style="list-style-type: none"> – similarities and differences to results from Phase 1, – broaden the scope, – add local business operators, and – analyse economic data. Total number of surveys completed in Phase 1 was 776. To date, Phase 2 has had 526 surveys completed (without use of social media). Majority of surveys were completed through signage and field data (n=322). Approximately 120 hours have been spent in the field by UQ research staff speaking with trail users. Surveys were collected from users across the length of the trail. Next steps – Final report is due in December 2023.

Discussion:

The Committee raised opportunities and clarifications to potentially be included in the final report:

- Opportunities to work with trails in interstate locations and attract interstate visitors to the BVRT.
- Review data against other rail trails to benchmark the BVRT performance.
- New experience opportunities can be fed back to local tourism operators.
- Consideration to be given to other tourism and development initiatives and their impacts on the tourism development in areas along the BVRT, predominately in the Somerset Region.
- Clarification sought regarding the definition of camping in the survey.

OUTCOME:

THAT the presentation be noted.

Responsibility: N/A

5. **Presentation: Drought Resilience Project**

Presenter: Ben Lyons and Andrew Drysdale

Overview:

The project is a University of Southern Queensland led collaboration. It comprises of research into rural economies across Queensland looking at impacts of drought through Future Drought Fund. It will address investment into regions to assist with drought in the future. The focus is on what is done well, what can improve, what needs to continue.

Three pillars of the project include:

- Pillar 1: Plan for drought responses
- Pillar 2: Manage responses during drought
- Pillar 3: Implement resilience measures

Desktop review and test data in field will be conducted over next 3 months. This is a preliminary discussion with the Somerset community. Bigger interface with rural and urban usage.

Initial findings indicate that the 2019 drought was worst drought since 1901 and was the driest year on record in this area. Annual rainfall has decreased by 8%, with dry years being more frequent than wet years. There have also been more hot days > 35 degrees. Average temperatures are expected to increase in all seasons along with increased intensity of extreme rainfall events. Overall, long term rainfall changes are unclear. The research indicates a harsher fire weather climate with increased flash droughts (1 - 6months in duration). Somerset has been in drought 20-30% of the time since 1964, although it was noted that drought definitions have changed over that period.

There has been a small population increase for Somerset in 2016-2021 with the main industry being in food production. No strong correlation between seasons and employment. Employment in agriculture increases/decreases with rainfall. Farm business profit has only occurred twice since 2005.

Next steps - Additional workshops are being held to obtain input into the research.

Discussion:

Mayor Lehmann expressed concern about the new Water Act which requires meters to be installed to track water usage. There is a concern that the cost of producing is far outweighing the price being obtained (e.g. cost of beef). Cr Wendt echoed these sentiments commenting that the cost and return are significantly different and it is difficult for farmers to sustain their business. The agricultural industry is not protected and is reliant on government financial assistance (floods, healthy water etc.) dependent on ability to put in applications cost, how much more can the rural producer bear. Income much less (e.g. cost of beef)

CEO noted that the link to water collaboration business case has been shared with the research team.

OUTCOME:

THAT the presentation be noted.

Responsibility: N/A

6. Confirmation of Previous Meeting Report

The report from the previous meeting was confirmed.

7. Council Planning and Development Quarterly Update
(Officer: DPAD)

Overview:

DPAD provided an update on Council's Planning and Development Department including:

- Development application statistics:
 - 259 DAs compared to 295 in the last financial year. Planning certificates 23 (21 in 21/22), Survey plan endorsements 22 (29 in 21/22) Exemption certifications 9 (11 in 21/22). Building approvals increased due to stimulus provided by the government.
 - Significant decided Applications (May 2023 to October 2023) – 9 applications decided.
- Strategic Projects Update
 - Kilcoy streetscape – multiple rounds of consultation, subject to future Council decision.
 - Lowood Futures – adopted in December 2022, funding submissions pending, appointed Place Project Manager to oversee.
 - SEQ regional plan – due by end of 2023, last regional planning meeting held with all mayors, possible minor amendments for Somerset.
 - Planning scheme review – need to take into consideration review of regional plan.
 - Economic development strategy – 5 EOI submissions received for the Brouff Rd private school site, swimming pool improvements for Toogoolawah, Fernvale Sports Park and Kilcoy Indoor Sports Centre.
- Business Recovery Officer Activities:
 - Over 400 interactions with businesses,
 - 4 business forums and 8 workshops held,
 - 40 pre-lodgement meetings with potential developers,
 - 4 industry events attended,
 - Business prospectus distributed,
 - Attendance at Queensland Small Business Friendly Councils Initiative. Commissioner attended regional visit.
- Ongoing actions –
 - Improved telecommunications to townships and along major transport networks
 - Social media marketing campaign on hold.

- Waiting on response from SEQW on Cormorant Bay and use of Wivenhoe and Somerset as training venues
- Mount Glen Rock – Cultural Heritage Management Plan finalised and Ecological studies underway. Draft report for the Ecological studies is expected in the first week of December.
- Upcoming actions –
 - Funding being sought for Toogoolawah Gateway - DA approved pending funding.
 - Review of growth management strategy to be considered in 2024 as part of new planning scheme preparation
 - Façade improvement project on hold until 2024/25
 - Town entrance guidelines scheduled for 2024/25
 - Various improvements to customer experience in relation to planning process and approvals underway
- Other ED / Recovery Activities:

Discussion:

It was generally felt by members of the Committee that telecommunications issues around the Esk area have persisted.

Paul Lawson requested an update on the process following the surveys of Mount Glen Rock. CEO clarified that the project is still being developed in line with the draft Master Plan, i.e. further revisions to be made following ecological and cultural surveying. Council was unsuccessful in a grant under the Queensland Government Growing Future Tourism Fund and is not eligible for the Federal Government Growing Regions Fund. Another funding opportunity may be under the Federal Government Thriving Suburbs Fund. Council is progressing as much as possible to make part of the project shovel-ready (i.e Lions Park DA). A Trails Officer is also in the process of being recruited as a 3-year fixed term contract, showing Council's commitment to the project and recreational trail development in the Region.

OUTCOME:

THAT the report be received and the contents noted.

Responsibility: N/A

Council Tourism Team Quarterly Update
(Officer: CTM)

8.

Overview:

CTM provided an update of Council's tourism team including the following:

- Visitor numbers for all four centres from August 2023 to October 2023 was 6,079. The period average is 5,145
- Website statistics for February 2023 to April 2023:
Total views 33,157 – with period average 20,477
- Top pages visited: Homepage, Spring campaign landing page, Events and markets
- Device used: Smartphone (64%), Desktop (29%), Tablet (7%)
- Facebook followers: 4,074
- Instagram followers: 1,684

Operations

- A wide range of events will be held across the Arts & Culture and Tourism into 2024.
- Promotions have been held with national coverage through RACQ, Queensland Weekender and Sunrise

- The Marketing Plan implementation is well underway with Branding Guidelines and an Operator toolkit being launched at the Tourism Operator Networking event in November and Seasonal and evergreen campaigns being produced.
- The Experience Somerset Visitor Guide is also being reviewed for a relaunch around Easter 2024.

Tourism Strategy

- TSP1-5 Prepare a Town Centre Entry Enhancement and Wayfinding Strategy – Engaged a consultant any major town around 11, will receive feedback.
- TSP3-1 Visitor Accommodation Investigation RFQ will close shortly. The investigation will look at consumer trends, what should we promote or encourage current operators to invest in.
- TSP5-1 Build Local Tourism Partnerships – 10 local businesses participated in the Best of Brisbane Region Experience Support Program through BEDA and 4 participated in the Transformational Experiences Mentoring Program through Southern Queensland Country and TEQ).
- TSP-R Annual Review of Tourism Strategy - EDTAC committee will be requested to participate in the annual review.

Discussion:

Sheree Gillies from Southern Queensland Country Tourism provided an overview of their rebranding to Queensland Country to accommodate the growing region (additions of North Burnett, Central Highlands and Somerset Regions). Representatives will be in region to talk to operators. Cycling has been recognised as an asset so the marketing plan will be leveraging off both mountain biking and gravel riding.

Cr Whalley noted that feedback from the BVRTUA has raised signage through Moore from BVRT back into the township of Moore following the realignment of the rail trail. He also noted that there needs to be more guidance around the requirements for signs as towns expand and new businesses open. Cr Brieschke also noted that the signage review of Toogoolawah was aligned with current thinking in the area.

OUTCOME:

THAT the report be received and the contents noted.

Responsibility: N/A

9. Member Item

Member: Cameron Wyatt

Overview:

Refer to member report:

- Energex Depot – Development application decision appealed and legal process underway. Council has been clear that it wants to retain the service in the region.
- Pipeliner Park / BVRT conflicts – aware of issues and some additional controls put in place. Council looking at longer term solutions.
- SME businesses – Availability of industrial land supply being assessed as part of planning scheme review. Region wide industrial land supply strategy to be developed by either State or the Council of Mayors (SEQ).
- Public transport – outside of Council's scope. Social plan released by Council which has identified the issue. Council seeking to bring services to the Region to alleviate public transport demand e.g. Kilcoy Wellness Hub and Toogoolawah Gateway community facility.

	<ul style="list-style-type: none"> • Signage and Branding – discussed in tourism item. Town entry signage on hold. • Hospitality services – results to come out of BVRT Visitor Research study and provide information to operators which may assist businesses be informed about opening hours. • Short term camping options – review of 20-hour rest area stops underway, accommodation review underway and masterplan for Ditchman Park, underway in collaboration between TMR and Council. <p>Discussion: Cr Whalley commented that the participants of the Council Youth Leadership Camp had suggested that school buses could be subsidised to run inter-region services between towns. Cr Brieschke noted that public transport may be easier to solve at bottom end of region due to population base. TO commented after recent enquiries for Council volunteer famils, there may be other barriers such as licensing, that may prevent bus lines from delivering both school services and public transport.</p> <p>OUTCOME: THAT the report be received and the contents noted.</p> <p>Responsibility: N/A</p>
10.	<p>2032 Olympic and Paralympic Games Update and Advocacy Opportunities (Officer: Andrew Johnson)</p> <p>Overview: Key body of work in Elevate 2042 to create sustainable benefits from the 2032 Olympics. There are 4 key themes:</p> <ul style="list-style-type: none"> • Sport, health and inclusion • A better future for our Environment • Connecting Regionally and Globally • Economy, Jobs and Innovation <p>Council is advocating for the region, including housing and social plan, the recognition of resilient rivers (Brisbane and Stanley Rivers) a focus on transport and mobility, and ensuring that Brisbane and Regional Queensland becomes a destination of the future. Cr Isidro is Council's representative in those discussions.</p> <p>Discussion: Nil</p> <p>OUTCOME: THAT the report be received and the contents noted.</p> <p>Responsibility: N/A</p>
11.	<p>Items for Future Meetings</p> <p>Nil items from the floor.</p> <p>Mayor Lehmann thanked everyone for their input into the EDTAC Committee and wished everyone well for future meetings. This will be his last EDTAC meeting.</p>
12.	<p>Dates for future meetings</p> <ul style="list-style-type: none"> • To be confirmed post 2024 election.
13.	<p>Closure of Meeting</p>

There being no further business, Mayor Lehmann closed the meeting at 3:50pm

Somerset Tourism Strategy						
	Tourism Priorities	Activity Required	Output	Measure	Comments regarding Progress	Due for Completion
ID	Definition	Activity required is defined as a broad statement which will encompass the broad actions to achieve the Corporate Plan. When it is written the activity should commence with the word such as develop, enhance, enable or provide.	Output is the "what we do" and should be achievable within a single financial year even if the activity goes over multiple years. E.g. it's a plan or it's an implementation or it's an event.	Measure is the "what/how was achieved" and should be shown so that a commentary provided against the action. E.g. how well and how many?	Comment is the "what/how was achieved".	Year the activity/finalised will be delivered
TSP1-1	Prepare a Somerset Region Tourism Marketing Plan	Review and assess current marketing activities Develop a targeted multi-platform tourism advertising campaign Ensure branding clearly articulates Somerset's point of difference (i.e. Develop Tourism Brand Strategy)	Tourism marketing plan	- Audience reach - Increased awareness within the SEQ / Intrastate market	Completed - Marketing Plan endorsed by Council in April 2023. Quarterly updates on implementation to be provided to the EDTAC.	2022/23
TSP1-2	Develop a single online entry point / website landing page	Audit other professional tourism promotional websites Review the Experience Somerset website with a view to enhancing the region's digital presence: • Easy-to-find (search engine optimised) • Well designed and branded • Easy-to-navigate • Regularly updated landing page	Updated and refreshed website that attracts tourists to the region	- Increased visitation - Increased unique visits - Increased time spent on website	Completed - Website content to be reviewed in line with upcoming Visitor Guide.	2021/2022
TSP1-3	Investigate opportunities to tap into the large tour group market	Explore opportunities to work with Somerset's Tourism Operators to improve the offerings for large group tours: • International visitors • Caravan and camping clubs • Car clubs • Motorcycle clubs.	Research Report to Council	- Identify large tour group target markets including customer segmentation and customer profiles - Recommended strategies to target identified segments - # initiatives implemented	Subject to Council budget consideration and resource availability.	2024/25
TSP1-4	Create a Compelling Vision and Identity for Agriculture in Somerset Region	Engage with the region's key industry stakeholders to empower local innovation and exploit synergies between agriculture and tourism.	Report to Council	- Identify emerging markets - Identify potential partnerships and initiatives	Subject to Council budget consideration and resource availability.	2024/25

Somerset Tourism Strategy						
Tourism Priorities	Activity Required	Output	Measure	Comments regarding Progress	Due for Completion	Progress Traffic Light
TSP1-5 Prepare a Town Centre Entry Enhancement and Wayfinding Strategy	Prepare a strategy which identifies street-scaping and place-making initiatives to enhance the entrance to Somerset's towns and villages, supported with: •Consistent branded town entry statement signage •Clear and simple directional signage at strategic junctures throughout the region	Implement staged development of signage of priority projects Town Entry Signage Strategy - Prioritise and implement Kilcoy and Lowood	Delivery of infrastructure consistent with the developed Town Entry Infrastructure Guideline	Council has engaged a consultant undertake a town wayfinding signage audit of 11 Somerset townships.	2023/2024	
TSP2-1 Implement a Program of Rail Trail Infrastructure Improvements	Improve the BVRT experience with a program (BVRT Visitor Research Project) to establish more: •Resting facilities •Tree plantings and shade structures •Water fountains •Toilet facilities.	Regular Updates to Council	In collaboration with the BVRT SC implement initiatives to: - Increase signage to better promote existing facilities - Improve existing facilities and amenities - Increase the availability of amenities along the BVRT	In progress through BVRT Steering Committee and Council Operations - Master plan drafted currently for Ditchman park to complement the BVRT and recent amenities upgrades. - BVRT Visitor Research Program - Phase 2 currently being undertaken. Draft report expected to be submitted to Council in December 2023.	Ongoing	
TSP2-2 Prepare a Mount Glen Rock Tourism Concept Plan	Explore concepts to elevate this asset to an attraction of international standard. Develop a concept plan to consider and address opportunities for a diversity of recreational activities including: •Mountain biking •Formal walking / riding tracks •Sport Climbing •Visitor information points •Other support facilities	MGR Economic Potential Analysis Report MGR Master Plan	- MP featuring concept designs and list of prioritized construction projects, including at a minimum: context and rationale, indicative mountain bike and walking trail locations and layout with varying degrees of difficulty with a specific emphasis on 'green' and flow 'blue' graded trails (where practical), indicative rock climbing and abseiling locations, indicative site layout including vehicle and pedestrian circulation, access and indicative parking locations, indicative pump track location (on site or alternative town locations) and design, indicative outdoor recreation opportunities (not mountain biking, trail walking or rock climbing), indicative picnic nodes, outdoor event area, amenities location/s and indicative size, storage and drainage intent.	Council submitted an unsuccessful expression of interest through the Queensland Government Growing Future Tourism (GFT) program. A further round of the GFT program is expected to be release in 2024. Council has also resolved to submit a grant application to the Australian Government Thriving Suburbs Program to complete to construct hiking and associated infrastructure on Mount Glen Rock. The Thriving Suburbs Program is expected to open in 2024. Ecological surveying has now been completed on Mount Glen Rock. A final report is to be submitted to Council in December 2023. Council has endorsed consultants to prepare and lodge a material change of use development application for Lot 801 on E1721 for carparking. The lot is adjacent to Lions Park and has previously been identified within the Mount Glen Rock Project area.	2023/2024	

Somerset Tourism Strategy						
Tourism Priorities	Activity Required	Output	Measure	Comments regarding Progress	Due for Completion	Progress Traffic Light
TSP2-3 Develop Rail Trail and River Tourism	<p>Explore opportunities to organise paddling tours on the Brisbane River with booked camping along the way, including integration of school-based adventure and camping tourism</p> <p>Explore organised tours which could include cycling the BVRT, camping and drop-off for river paddle tours.</p> <p>Pick-up and drop off points located at campsites would be necessary.</p>	<p>Implementation of prioritised projects and strategies at Hills and Savages Crossing, Twin Bridges and Lowood Bend.</p> <p>Encourage and facilitate opportunities for local tourism operators to implement adventure and camping packages along the Brisbane River and BVRT.</p>	<ul style="list-style-type: none"> - Finalised development master / concept plan for Hills and Savages Crossing, Twin Bridges and Lowood Bend - Construction public facilities at each site - Implementation of manager plans for the respective sites - # of integrated tourism initiatives for the Brisbane River and / or BVRT 	<p>Negotiations with Seqwater regarding funding of Hills Reserve and Savages Crossing projects deferred.</p> <p>Funding secured through the Queensland Reconstruction Authority Community and Recreational Asset Recovery and Resilience Program to undertake works to repair and resilience bank stabilisation and asset replacement on mid-Brisbane River sites - Twin Bridges, Savages Crossing, Burton's Bridge and Sandy Creek Horse Bypass.</p> <p>Lowood Futures Strategy adopted by Council 2022. The strategy document incorporates linkages to the river.</p>	Ongoing / 2025	
TSP3-1 Undertake an Updated Visitor Accommodation Investigation	<p>Explore opportunities to enhance the visitor accommodation offer in Somerset by:</p> <ul style="list-style-type: none"> •Confirming visitor segment needs and expectations •Undertaking market assessments and preparing business cases •Revisit the need and opportunity for additional caravan park facilities •Explore the concept of a business case for an 'eco-lodge' accommodation facility in a location with access to the BVRT and/or dams. 	<p>Report to Council</p> <p>Additional analysis of Target Markets and Customer Segments to be conducted (including the creation of Customer Personas)</p>	<ul style="list-style-type: none"> - Clear Identification of Target Markets and Customer Segments (including customer personas) - Confirmation of customer needs and expectations - Analysis of current accommodation offerings - Analysis of gaps in performance to meet and exceed consumer expectations - Provide a list of accommodation opportunities for Council to invest and promote 	<p>Request for quotation sent to suitable candidates in November 2023. Quotations to be submitted in December 2023.</p>	2023/24	
TSP4-1 Promote and Leverage the Brisbane Air Show	<p>Leverage the profile of the Brisbane Air Show and other activities at the Watts Bridge Airfield</p> <p>Develop and implement a strategy to showcase Somerset as a tourist attraction with national and international appeal.</p>	<p>Deliver promotional campaign concurrently to the Brisbane Airshow to promoting regional tourism opportunities for the Airshow Market</p>	<ul style="list-style-type: none"> - Number of # shares - # of digital audience reach - Increased visitation of Experience website - Increased unique visits to Experience website - Increased time spent on Experience website 	<p>2022 event completed. Council awaiting further advice regarding event ongoing viability.</p>	Completed	

Somerset Tourism Strategy						
Tourism Priorities	Activity Required	Output	Measure	Comments regarding Progress	Due for Completion	Progress Traffic Light
TSP4-2 Explore a more strategic and coordinated approach to events planning and promotion	<p>Review existing festivals and events, sporting events, food and wine and identify opportunities for existing and emerging events throughout the Somerset region to become part of a wider, coordinated calendar of events.</p> <p>Investigate a strategic and targeted approach to leverage opportunities presented by the potential hosting of the 2032 Olympic Games in Brisbane.</p>	<p>Report to Council</p> <p>Calendar of high level coordinated events</p>	<ul style="list-style-type: none"> - Review region's event and provide recommendation to highlight monthly events - Increased promotional support for identified events - Draft and promote a high level events calendar - # downloads of high level calendar - # visits and increase time spent on the events page on the Experience Somerset website - Increase # events listed on ATDW - Investigate opportunities to leverage Brisbane 2032 opportunities 	<p>On track. Promotions Officer completed preliminary research. Further Consideration to be given to a strategic approach to event development and attraction. Research utilised to support Council resources for the Brisbane Valley Farm Direct Legends of Beef Event (February 2024), Queensland Athletics All School Cross Country Championships (May 2024), Rogue Escape Adventure Race (October 2024) and Wivenhoe Triathlon Event (October 2024)</p>	2022/23 and Ongoing	
TSP5-1 Build Local Tourism Partnerships (including Agri-tourism)	<p>Investigate ways to build the region's collective capacity to connect and grow the Somerset visitor economy.</p> <p>Explore collaborative ways to nurture and develop stakeholder partnerships in a strategic, informed, and targeted manner, which articulates a shared vision about the future of the visitor economy and how to get there.</p>	<p>Implement and Review BOQE Operator Support Program</p>	<ul style="list-style-type: none"> - Increase number of Tourism Operators listed as BoQE by 10% - Increase number of ATDW listed operators by 10% annually 	<p>Best of Brisbane Region Experiences Support Program (BoBRESP) and Transformational Experiences Mentoring Program (TEMP) delivered and completed in November. 10 Somerset operators completed the BoBRESP. Four Somerset operators completed the TEMP program. The programs were delivered in a partnership between Tourism and Events Queensland (TEQ), Southern Queensland Country Tourism (SQCT) and Council.</p> <p>SQCT delivered an agri-tourism workshop at the Somerset Civic Centre on 20 July 2023. 15 Somerset agri-businesses attended the workshop, which was delivered in a partnership between SQCT, TEQ and Council.</p> <p>SQCT hosted a Resilience and Business Continuity Planning workshop in Esk 28 August 2023 with four operators attending.</p>	2022/23 and Ongoing	
TSP-R Undertake an Annual Review of Tourism Strategy Implementation Priorities		<p>Report to EDTAC in August 2022</p>		<p>On track</p>	Annual	

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: 13 December 2023
Subject: Planning and Development Department Monthly Report – November 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 November 2023 is provided for Council's information.

Planning Development Applications

A total of eighteen (18) development applications were received in November 2023.

Assessment Type	October 2022	November 2022	October 2023	November 2023
Building Works assessable against the Planning Scheme	11	13	10	6
Material Change of Use	8	9	7	6
Reconfiguring a Lot	3	2	4	4
Operational Works	5	2	2	2
Combined Applications	1	1	-	-
Total	28	27	23	18

The list of applications received is provided in Appendix 1.

A total of twelve (12) development applications were decided in November 2023.

Approved/Refused	October 2022	November 2022	October 2023	November 2023
Refused - Council	-	-	-	-
Refused - Delegated Authority	2	-	-	-
Approved - Council	4	10	4	1
Approved - Delegated Authority	27	23	10	11
Total	33	33	14	12

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 forty-eight (48) building approvals were issued in the region for November 2023.

Assessment Type:

Building Works

Status	October 2022	November 2022	October 2023	November 2023
Accepted Applications	65	75	63	60
Approved - Council	17	16	3	3
Approved - Private Certifier	52	59	57	48

The list of applications approved is provided in Appendix 2.

Building Compliance Matters

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

November 2023:

Unapproved or non-compliant building works in Fernvale and Somerset Dam.

Permit completion reminders have been sent about existing permits in Braemore, Bryden, Coominya, Esk, Fernvale, Kilcoy, Lowood, Redbank Creek, Rifle Range, Minden, Mount Beppo, Mount Hallen, Murrumba, Toogoolawah, Wivenhoe Pocket.



Plumbing Compliance Permits and Inspections

A total of thirty-five (35) plumbing and drainage approvals were issued in the region for November 2023.

Assessment Type:

Plumbing Approval

Status	October 2022	November 2022	October 2023	November 2023
Approved	26	42	33	35
Info Request	13	11	2	4
Total	39	53	35	39
Plumbing Inspections	100	107	87	110

The list of applications approved is provided in Appendix 3.

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

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

Two properties have had a plumbing application approved and 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 76 users completed the training during the month of November.

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 planning 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: October and November:

Wild dogs

1080 baits injected:

	October 2023	November 2023
Bryden	-	42
Monsildale	-	30
Kingham	-	189
Yielo	-	51
Sunday Creek	-	113
Coominya	5	-
Buaraba	150	-
Kilcoy	14	-
Total	169	425



Dingo scalps presented:

	October 2023	November 2023
Buaraba	-	2
Kilcoy	8	-
Eskdale	1	-
Total	9	2

Feral pigs 1080 grain:

	October 2023	November 2023
	-	-
Total	-	-



Feral pig scalps presented:

	October 2023	November 2023
Buaraba	-	100
Total	-	100

Rabbits:



- Officers have been working with landholders to control rabbit infestations in the following areas:
 - Esk, Lowood, Coominya and Hazeldean.
- 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. Fox breeding season there has been an increase in reports of poultry being attacked and taken.

Invasive Plant Control

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

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**- Lowood, Coal Creek, Somerset Dam, Hazeldean.
- **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.

November 2023:

- **Mother of Millions** – Glamorgan Vale, Lowood, Fernvale, Coominya.
- **Annual Ragweed** - Toogoolawah, Eskdale, Neurum, Fernvale, Moore, Linville, Gregors Creek, Coominya.
- **Fireweed** - Coominya, Lowood, Minden.
- **Giant rats tail grass** –Sandy Creek, Mt Kilcoy, Esk, Fernvale, Neurum, Gregors Ck, Coominya.
- **Groundsel**- Hazeldean.
- **Prickly Pear**- Toogoolawah, Neurum, Winya.
- **Leucaena**- Esk, Somerset Dam.
- **Lantana** – Fernvale, Mount Beppo, Marburg, Fulham, Mount Kilcoy, Bryden
- **Council managed infrastructure**- Lowood-Minden Bikeway.
- **Element 5**- D'Aguilar Highway West, Esk Kilcoy Road, Brisbane Valley Highway, Somerset Wivenhoe Road.
- **Lantana chemically treated** – 9050M² / 9.5Ha.
- **Herbicide applied** – 17,305L.

Lantana Chemical Subsidy Program

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*:

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

Regulatory Services

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

Natural Resource Management

Land for Wildlife

- Somerset welcomed a new property to the Land for wildlife program at Mount Kilcoy – 28 November 2023.

- Officer representation at the Land for Wildlife Strategic Sub-Committee meeting – 15 November 2023.
- A Land for Wildlife Free Tree Day was held for participants 4 November 2023.
- Officer attendance at Land for Wildlife officer training – Erosion and Fluvial Geomorphology – 1st and 7th of November 2023

Somerset Flora and Fauna



- Ongoing engagement with Griffith University Social Marketing team to promote Koala awareness in the Somerset region. Preliminary arrangements for a Dogfest event to be held in Fernvale (promoting dog training to protect wildlife interactions) in early 2024.
- 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.
- Officer participation in the Koala threat Management workshop by Healthy Land and Water on behalf of the Department of Environment and Science – 16 November 2023.
- Officer representation at SEQ Flying Fox Management Meeting and regional working group – 27 November 2023.
- Firebreak identification and reinstatement project was undertaken on Mount Glenrock to facilitate future fuel reduction and ecological burning activities.

Catchment Management

- 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.

Officer attendance at the Healthy Land and Water Catchment Health Briefing – 15 November 2023.



Offsets – Planting



- Delivery of Councils Capital Works Offsets:
 - Ongoing maintenance and review of existing plantings.

Collaborations

- Queensland Reconstruction Authority projects to reinstate and improve resilience of Recreational assets commenced at Twin Bridges reserve 13 November 2023. Work has also commenced at Savages Crossing and Burtons Bridge reserves within this reporting period. Civil works are anticipated to be largely completed in 2023, with associated revegetation running out until mid-2024.



Savages Crossing – South
Bank – resurfaced Carpark

Savages Crossing – South
Bank – Rockwork retainer



Savages Crossing – North
Bank – resurfaced Carpark



Burtons Bridge – resurfaced
Carpark and bollard
exclusion/s

Twin Bridges – Exclusion
Bollards squared and re-
aligned



Twin Bridges – Main
Carpark area resurfaced

Twin Bridges – Access gate
moved out of low-flow path,
and within Camera
surveillance area



- Council has appointed Meridian Urban to facilitate a fire risk assessment of Council Land/s interfaces. Project delivery is anticipated by June 2024.

Business Recovery Officer



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

General

- Continued involvement in the Kilcoy Streetscape Revitalisation Project.
- Attendance at the Economic Development and Tourism Advisory Committee meeting
- Attended Drought Management and Farm Business Resilient Planning – presented by Healthy Land and Water (23 Nov)

Events

- Workshops:

- Developing a Resilient Business (Presented by The Training Collective – Yvette Adams)
- Planning continues for educational workshops and forums 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
 - University of the Sunshine Coast
 - Rural Aid
- 25 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 – November 2023

Total registrations

4 New registrations

217 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

2,308 Emails sent

136 People with active alerts

Email alerts sent to people requesting specific profile of grants

Number of grants on your portal

1,328 grants worth \$54.4B 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.

<h3>Recommendation</h3>

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

Appendix 1

During November 2023 the following Development Applications were received:

Lodgement	Application No	Applicant	Property Address	Description
3 November 2023	DA24363	C/- Suncoast Building Approvals	29 Klibbe Road, Lowood	MCU - Dwelling House (siting variation)
7 November 2023	DA24369	C/- Precinct Urban Planning	15-17 Francis Terrace, Esk	MCU - Multiple Dwelling and Short Term Accommodation
7 November 2023	DA24372	Owen Mai	476 Lowood Minden Road, Tarampa	OP Works - Reticulation Sump
9 November 2023	DA24378	Peter Richard Lostroh and Debra Maree Lostroh	41 Tatham Road, Haigslea	MCU - Dwelling House (secondary dwelling)
13 November 2023	DA24392	Uglystick Contracting Pty Ltd	33 Serafini Drive, Sandy Creek	MCU - Dwelling House (secondary dwelling)
13 November 2023	DA24394	C/- Vermeer Building Certification	334 Larkhill Boundary Road, Lark Hill	BWUPS - Domestic Outbuilding (siting variation)
13 November 2023	DA24395	C/- Mayhill Planning and Architecture Pty Ltd	801 Cressbrook Caboonbah Road, Cressbrook	RAL - Subdivision by Lease (one into three lots)
14 November 2023	DA24396	C/- Mayhill Planning and Architecture Pty Ltd	801 Cressbrook Caboonbah Road, Cressbrook	MCU - Air Services
15 November 2023	DA24401	Clear Conscience Certification	60 Harpeng Drive, Minden	BWUPS - Domestic Outbuilding (siting variation)
15 November 2023	DA24402	Clear Conscience Certification	118 Banks Creek Road, Fernvale	BWUPS - Domestic Outbuilding (siting variation)
20 November 2023	DA24409	Baird and Hayes Surveyors and Town Planners	179 and 213 Lukritzs Road, Tarampa	RAL - Boundary Realignment (two lots into two lots)
21 November 2023	DA24410	D.G. Certifiers Pty Ltd	143 Lockyer View Road, Wivenhoe Pocket	BWUPS - Domestic Outbuilding (siting variation)
21 November 2023	DA24412	Moreton Bay Building Certification	9 Stallard Close, Woolmar	OP Works - Retaining Wall
27 November 2023	DA24432	Koko Pelli Farming Pty Ltd	Unnamed #8204 Road, Sheep Station Creek	BWUPS - Outbuilding (on vacant land)
28 November 2023	DA24434	C/- J.C. Engineers Pty Ltd	137 Old Fernvale Road, Vernor	RAL - Subdivision (one into two lots)
29 November 2023	DA24440	NJ Wright Pty Ltd	63 Green Valley Road, Minden	BWUPS - Addition to Domestic Outbuilding (siting variation)
30 November 2023	DA24441	Clark Town Planning	Kavanagh Road, Mount Tarampa	RAL - Subdivision (one lot into two lots)
30 November 2023	DA24446	C/- Murray and Associates Pty Ltd	69 Sandy Creek Road, Sandy Creek	MCU - Rural Workers Accommodation

Appendix 1A

During November 2023 the following Development Applications were decided:

Decision Date	Application No	Approved/ Refused:	Description	Primary Address
7 November 2023	DA24303	Approved – Delegated Authority	BWUPS - Outbuilding (on vacant land)	60 Mockers Road, Fairney View
8 November 2023	DA24186	Approved – Delegated Authority	MCU - Dwelling House (siting variation)	15 Schroeder Lane, Fernvale
8 November 2023	DA24294	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (exceeding two domestic outbuildings and siting variation)	11 Russell Road, Lowood
9 November 2023	DA24258	Approved – Delegated Authority	RAL - Boundary Realignment (two lots into two lots)	Highwood Lane, Woolmar
13 November 2023	DA24316	Approved – Delegated Authority	OP Works - Electrical Reticulation Plan (associated with 45 lot subdivision)	55 Clarendon Road, Lowood
13 November 2023	DA24333	Approved – Delegated Authority	MCU - Dwelling House (siting variation)	11 Jacana Place, Winya
13 November 2023	DA24343	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (exceeding 70% GFA of dwelling house, two domestic outbuildings and siting variation)	28 Elkhorn Street, Fernvale
15 November 2023	DA24090	Approved – Delegated Authority	MCU - Dwelling House (secondary dwelling)	186 Lockyer View Road, Wivenhoe Pocket
15 November 2023	DA24170	Approved – Council	MCU - Dual Occupancy	9 Barbour Street, Esk
21 November 2023	DA24290	Approved – Delegated Authority	RAL - Boundary Realignment (two lots into two lots)	33 McCulkins Lane and Theuerkaufs Road, Fairney View
21 November 2023	DA24337	Approved – Delegated Authority	MCU - Dwelling House (on unformed road)	Jendra Road, Coolana
23 November 2023	DA24088	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (exceeding two domestic outbuildings) and QDC siting variation	85 Tawney Street, Lowood

Appendix 2

Details of the Approved Building Developments for November 2023:

Determined	Application No:	Approved/ Finalised:	Description	Primary Address
1 November 2023	DA24353	Approved - Private Certifier	I/G Pool and Barrier	10 Caballo Way, Winya
1 November 2023	DA24359	Approved - Private Certifier	New Dwelling with attached alfresco	2 Rosella Court, Winya
1 November 2023	DA24352	Approved - Private Certifier	New carport	277 England Creek Road, England Creek
1 November 2023	DA24375	Approved - Private Certifier	New Dwelling with attached Verandah and Carport	191 Linkes Lane, Mount Beppo
1 November 2023	DA24383	Approved - Private Certifier	Asconstructed Unroofed Deck	410 Prenzlau Road, Prenzlau
2 November 2023	DA24357	Approved - Private Certifier	New Shed	298 Windsor Drive, Mount Hallen
2 November 2023	DA24355	Approved - Private Certifier	Alterations to Existing Dwelling and New Deck	2 Macfarlane Road, Bryden
2 November 2023	DA24360	Finalised	Dwelling Roof Restoration / Repair	19 Kerr Street, Kilcoy
2 November 2023	DA24377	Approved - Private Certifier	New Dwelling, Garage, Porch and Alfresco	18 Cypress Circuit, Fernvale
3 November 2023	DA24361	Finalised	New Shed	31 O'grady Road, Redbank Creek
3 November 2023	DA24364	Approved - Private Certifier	New Warehouse	Noland Street, Lowood
3 November 2023	DA24366	Approved - Private Certifier	New Dwelling and attached Garage	31 Pine Tree Drive, Winya
7 November 2023	DA24370	Approved - Private Certifier	Patio Roof	19 Bottlebrush Crescent, Rifle Range
7 November 2023	DA24376	Approved - Private Certifier	New Shed	700 Esk Crows Nest Road, Biarra
8 November 2023	DA24379	Approved - Private Certifier	New Shed	86 Fulham Street, Toogoolawah
9 November 2023	DA24390	Approved - Private Certifier	New Shed	30 Bray Street, Lowood
10 November 2023	DA24387	Approved - Private Certifier	Re-Roofing of Dwelling and Shed	15 Maranoa Court, Fernvale
10 November 2023	DA24389	Approved - Private Certifier	New Dwelling	33 Klibbe Road, Lowood
11 November 2023	DA24453	Approved - Private Certifier	New Dwelling	19 Jacana Place, Winya
13 November 2023	DA24398	Approved - Private Certifier	New Dwelling	56 Poinciana Avenue, Rifle Range
14 November 2023	DA24182	Approved - Council	New Shed with Bathroom	89 Beeston Drive, Fernvale
14 November 2023	DA24397	Approved - Private Certifier	New Dwelling and attached Porch	Old Fernvale Road, Vernor
15 November 2023	DA23943	Approved - Council	New front and back covered decks	58 Argyle Court, Mount Hallen
15 November 2023	DA24404	Approved - Private Certifier	New Shed	56 Poinciana Avenue, Rifle Range

15 November 2023	DA24418	Approved - Private Certifier	New Patio Roof	9 Woodrow Street, Kilcoy
16 November 2023	DA24405	Approved - Private Certifier	New Dwelling, New Shed and New Swimming Pool	57 Argyle Court, Mount Hallen
16 November 2023	DA24406	Approved - Private Certifier	Roofed Deck	52 Kent Road, Rifle Range
16 November 2023	DA24416	Approved - Private Certifier	New Shed	60 Mockers Road, Fairney View
16 November 2023	DA24417	Approved - Private Certifier	New Shed	11 Russell Road, Lowood
20 November 2023	DA24408	Approved - Private Certifier	New Deck and Carport	14 Kraut Court, Minden
20 November 2023	DA24411	Approved - Private Certifier	I/G Pool and Barrier	3 Cottonwood Crescent, Fernvale
20 November 2023	DA24420	Approved - Private Certifier	New IG Pool and Pool Fence	157 Logan Inlet Road, Wivenhoe Hill
21 November 2023	DA24399	Approved - Council	New Shed with Awning	561 Old Mount Beppo Road, Mount Beppo
21 November 2023	DA24415	Approved - Private Certifier	New Shed	28 Elkhorn Street, Fernvale
21 November 2023	DA24426	Approved - Private Certifier	Roof replacement on dwelling and shed	165 Jenkinsons Road, Mount Kilcoy
22 November 2023	DA24419	Approved - Private Certifier	I/G Pool and Barrier	15 Jacana Place, Winya
22 November 2023	DA24422	Approved - Private Certifier	New Dwelling	60 Cypress Circuit, Fernvale
23 November 2023	DA24425	Approved - Private Certifier	I/G Pool and Barrier	34 Grevillea Way, Rifle Range
23 November 2023	DA24431	Approved - Private Certifier	Re-Roofing of Dwelling and Shed	321 Spring Creek Road, Harlin
24 November 2023	DA24428	Approved - Private Certifier	New Shed	312 Larkhill Boundary Road, Lark Hill
24 November 2023	DA24436	Approved - Private Certifier	New Dwelling, Shed and Retaining Walls	1/13 First Avenue, Somerset Dam
26 November 2023	DA24427	Approved - Private Certifier	New Shed	6 Short Street, Lowood
27 November 2023	DA24433	Approved - Private Certifier	New Farm Shed	862 Mount Stanley Road, Avoca Vale
27 November 2023	DA24435	Approved - Private Certifier	New Duplex	9 Barbour Street, Esk
27 November 2023	DA24444	Approved - Private Certifier	New Carport	54 Royston Street, Kilcoy
28 November 2023	DA24452	Approved - Private Certifier	New Dwelling	39 Cypress Circuit, Fernvale
28 November 2023	DA24455	Approved - Private Certifier	Alterations to dwelling (store room under)	100 Railway Street, Lowood
29 November 2023	DA24438	Approved - Private Certifier	New Shed	26 King Street, Somerset Dam
29 November 2023	DA24443	Approved - Private Certifier	New Dwelling	50 Cypress Circuit, Fernvale
30 November 2023	DA24447	Approved - Private Certifier	New Dwelling	68 Cypress Circuit, Fernvale

Building Approvals – November 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	3	-	-	-	-	-	-	
Lowood Town	-	3	-	-	-	-	-	-	-	1	3	-	-	1	2	-	-	2	6	-	4	-	-	-	1
Fernvale Town	5	32	-	-	-	-	-	-	-	1	4	-	-	-	-	-	-	2	14	1	4	-	1	-	-
Esk Town	2	2	-	-	-	-	-	-	-	-	-	-	-	2	-	-	-	5	-	2	-	-	-	-	
Toogoolawah Town	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	2	-	-	-	-	-	
Coominya Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Somerset Village	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1	-	-	-	-	-	-	
Kilcoy Town	3	6	-	-	-	-	-	-	-	1	2	-	-	-	-	-	3	13	-	2	-	-	-	-	
Harlin Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	
Villeneuve Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Moore Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	
Linville Village	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Jimna Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wanora / G'vale Area	-	-	-	-	-	-	-	-	-	-	1	-	-	-	1	-	-	1	6	-	-	-	-	-	
Lwd - Minden Corridor	2	8	-	-	-	1	-	-	-	-	4	-	1	-	1	-	-	6	19	-	3	-	-	-	
WHPkt / Split'dCk / F'vale	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	6	-	1	-	-	-	-	
Rural Esk	1	3	-	-	-	1	-	1	-	-	-	-	-	-	-	-	3	15	1	2	-	-	-	-	
Rural Cya /Atk Dam	-	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-	1	3	-	-	-	-	-	-	
Rural Tgh / Harlin / C'ton	1	2	-	-	-	-	-	1	1	5	-	-	-	-	-	-	1	5	1	3	-	-	-	-	
Rural S'Dam / Bryden	-	-	-	-	-	-	-	-	1	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	
Wool,r / Gregor Ck / H,dean	-	2	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	9	-	-	-	-	-	-	
Rural Villen've / Mt Archer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-	-	
Mt Kilcoy / Sand Ck /R'ston	-	6	-	-	-	-	-	-	-	1	5	-	-	-	-	-	1	6	-	-	-	-	-	-	
Rural Moore / Linville	-	1	-	-	-	1	-	-	-	-	-	-	-	-	-	-	1	1	-	-	-	-	-	-	
Rural Jimna	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total	16	69	-	-	-	3	-	2	6	27	-	2	1	6	-	-	25	119	3	21	-	1	-	1	
“C”=Current Month Total “P”=Progressive Total for Financial Yr G:Buildoc/Reports/BuildStat Nov2023									Private Certifier				Council				Total								
					Number for Month				48				3				51								
					Value for the Month				\$7,687,553.00				\$196,276.00				\$7,883,829.00								
					Progressive YTD No				225				26				251								
					Progressive YTD Value				\$35,866,083.00				\$1,013,909.00				\$13,336,812.00								

Appendix 3 - Plumbing

Plumbing and Drainage Approvals November 2023

Application No.	Received Date	Approval Date	Days to Approve	Water	Sew	Sept	HSTP	Ext	P&D
DA24255	10 October 2023	1 November 2023	-	-	-	-	Y	-	D
DA24254	10 October 2023	1 November 2023	-	-	-	-	Y	-	D
DA23178 Amended	26 October 2023	1 November 2023	-	Y	-	-	Y	-	Y
DA24313	24 October 2023	1 November 2023	-	Y	Y	-	-	-	Y
DA24315	25 October 2023	1 November 2023	-	Y	Y	-	-	-	Y
DA24323	26 October 2023	1 November 2023	-	Y	Y	-	-	-	Y
DA24324	26 October 2023	1 November 2023	-	Y	Y	-	-	-	Y
DA24307	26 October 2023	1 November 2023	-	Y	-	-	Y	-	Y
DA24241	26 October 2023	1 November 2023	-	Y	-	-	Y	-	Y
DA24321	25 October 2023	2 November 2023	-	Y	-	-	Y	-	Y
DA24319	25 October 2023	2 November 2023	-	Y	-	-	Y	-	Y
DA24327	26 October 2023	2 November 2023	-	Y	Y	-	-	-	Y
DA24336	17 October 2023	6 November 2023	-	Y	Y	-	-	-	Y
DA24344	31 October 2023	6 November 2023	-	-	-	-	-	-	-
DA24306	27 October 2023	6 November 2023	-	Y	-	-	Y	-	Y
DA24330	1 November 2023	6 November 2023	-	Y	-	-	Y	-	Y
DA24223	3 October 2023	14 November 2023	-	-	Y	-	-	-	D
DA24368	6 November 2023	15 November 2023	-	-	-	-	Y	-	D
DA24285	19 October 2023	15 November 2023	-	Y	Y	-	-	-	Y
DA24380	8 November 2023	15 November 2023	-	Y	Y	-	-	-	Y
DA24342	31 October 2023	15 November 2023	-	Y	-	-	Y	-	Y
DA24340	30 October 2023	16 November 2023	-	-	-	-	Y	-	Y
DA24362	1 November 2023	20 November 2023	-	Y	-	-	Y	-	Y
DA24385	9 November 2023	20 November 2023	-	Y	Y	-	-	-	Y
DA24371	7 November 2023	20 November 2023	-	-	-	Y	-	-	D
DA24373	7 November 2023	20 November 2023	-	Y	Y	-	-	-	Y
DA24384	9 November 2023	21 November 2023	-	Y	-	-	Y	-	Y
DA24351	31 October 2023	21 November 2023	-	-	-	-	Y	-	D
DA24388	10 November 2023	21 November 2023	-	Y	-	-	Y	-	Y
DA24393	13 November 2023	21 November 2023	-	Y	Y	-	-	-	Y

DA24329	1 November 2023	21 November 2023	-	Y	-	-	Y	-	Y
DA23792 Amended	9 November 2023	22 November 2023	-	Y	-	-	Y	-	Y
DA24403	15 November 2023	23 November 2023	-	Y	Y	-	-	-	Y
DA22448 amended	11 November 2023	24 November 2023	-	Y	-	AES	-	-	Y
DA21544 Amended	27 November 2023	28 November 2023	-	Y	-	-	Y	-	Y
Total Number of Approvals:									35
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	0	-	-	-	-	-	-	-	6
Dog attack on Another Animal	3	2	0	0	0	-	-	-	-	-	-	-	5
Barking Dogs	13	6	9	5	8	-	-	-	-	-	-	-	41
Animal Issues - Miscellaneous	9	1	5	6	4	-	-	-	-	-	-	-	25
Dogs Wandering at Large	12	13	6	8	20	-	-	-	-	-	-	-	59
Livestock Wandering at Large	16	13	11	18	15	-	-	-	-	-	-	-	73
After Hours Emergency call out Dogs	0	2	0	2	1	-	-	-	-	-	-	-	5
After Hours Emergency call Out Stock	7	4	3	11	17	-	-	-	-	-	-	-	42
Request for Animal Traps	5	14	6	6	3	-	-	-	-	-	-	-	34
Request to Impound Animals	19	21	13	9	11	-	-	-	-	-	-	-	73
Abandoned Motor Vehicle	1	1	3	1	0	-	-	-	-	-	-	-	6
Illegal Camping	3	3	7	4	3	-	-	-	-	-	-	-	20
Visual Pollution	2	0	0	1	1	-	-	-	-	-	-	-	4
Local Law Investigations – other local law issues	5	7	3	5	4	-	-	-	-	-	-	-	24
Overgrown Allotments	6	10	15	13	5	-	-	-	-	-	-	-	49
Restricted activity – Selling Vehicles	0	0	0	0	0	-	-	-	-	-	-	-	0
Unlawful Materials on Footpath	0	0	0	0	2	-	-	-	-	-	-	-	2
Total Regulatory Services CSR's	143	98	82	92	94	-	-	-	-	-	-	-	468

Pest Management	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
Pest Plants - Council Land	2	3	0	0	1	-	-	-	-	-	-	-	6
Pest Plants - Private Land	7	12	5	1	5	-	-	-	-	-	-	-	30
Pest Plants - Road Reserves	0	1	2	0	0	-	-	-	-	-	-	-	3
Pest Animals - General Enquires	5	11	14	15	9	-	-	-	-	-	-	-	54
Total Pest Management CSR's	14	27	21	16	15	-	-	-	-	-	-	-	93

Environmental Health	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
General Environmental Complaints	2	1	4	0	2	-	-	-	-	-	-	-	9
Food Premises Complaints	1	1	1	0	2	-	-	-	-	-	-	-	5
Miscellaneous Health Issues	1	0	1	2	0	-	-	-	-	-	-	-	4
Mosquito Complaints	0	0	0	0	0	-	-	-	-	-	-	-	0
Environmental Issues - Dust Nuisance	0	0	1	1	0	-	-	-	-	-	-	-	2
Environmental Issues - Light Nuisance	0	0	0	0	0	-	-	-	-	-	-	-	0
Environmental Issues - Noise Nuisance	2	1	2	2	0	-	-	-	-	-	-	-	7
Environmental Issues - Odour Nuisance	0	0	3	1	1	-	-	-	-	-	-	-	5
Environmental Issues - Smoke Nuisance	0	0	3	2	1	-	-	-	-	-	-	-	6
Environmental Issues - Water Pollution	1	1	0	1	0	-	-	-	-	-	-	-	3
Local Laws - Illegal Vending	0	0	0	0	0	-	-	-	-	-	-	-	0
Local Laws - Obstruction of Footpath by a Business	0	0	0	0	0	-	-	-	-	-	-	-	0
Litter and Illegal Dumping of Rubbish less than 200 litres	1	0	0	3	2	-	-	-	-	-	-	-	6
Illegal Dumping - over 200L	7	5	3	2	3	-	-	-	-	-	-	-	20
Illegal Dumping - Asbestos	3	1	0	0	0	-	-	-	-	-	-	-	4
Illegal Dumping – one of items – non-investigation	6	5	7	3	4	-	-	-	-	-	-	-	25
Illegal Dumping - Tyres	3	3	1	1	2	-	-	-	-	-	-	-	10
Total Environmental Health CSR's	27	14	11	18	17	-	-	-	-	-	-	-	106

Total all Environmental Services CSR's	143	139	114	126	126	-	-	-	-	-	-	-	667
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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	4386	-	-	-	-	-	-	-	4386
Unpaid Notices		2074	1325	1240	1142	-	-	-	-	-	-	-	1142
Infringement Notice Issued	3	1	9	1	6	-	-	-	-	-	-	-	20

Animal Pound Operations	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
Dogs	10	11	7	6	11	-	-	-	-	-	-	-	45
Cats	10	14	8	5	11	-	-	-	-	-	-	-	48
Stock	28	0	0	2	16	-	-	-	-	-	-	-	46

Inspections and Approvals	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
Food Business Inspections	6	8	8	5	6	-	-	-	-	-	-	-	33
Food Business Re-inspections	1	0	1	0	0	-	-	-	-	-	-	-	2
Kennel Inspections	0	0	0	0	0	-	-	-	-	-	-	-	0
Poultry Farm Inspections	0	0	0	0	0	-	-	-	-	-	-	-	0
Local Law - Prescribed Activity Approvals	6	1	5	3	8	-	-	-	-	-	-	-	24

FINANCE
SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 12 December 2023
Subject: Planning fee – change application clarification
File Ref: Setting of cost recovery fees
Action Officer: DFIN

Background/Summary

The FY2024 Register of Cost-Recovery Fees includes the following:

Item	Charges for 2023/2024	
Making Application for Other Changes to a development approval, other than for a minor change (Section 82 of Planning Act).	100% of the initial application fee paid	Processing fee

It is considered that the above text potentially allows for a change application for a major development that was initially approved, say in 2008, to be assessed (or re-assessed) at the fees that applied in 2008 without any consideration of current costs.

Minor changes would not be affected by this proposed change.

Attachments

Nil

Recommendation

THAT the following text in the FY2024 Register of Cost-Recovery Fees:

<i>"Item</i>	<i>Charges for 2023/2024</i>	
<i>Making Application for Other Changes to a development approval, other than for a minor change (Section 82 of Planning Act).</i>	<i>100% of the initial application fee paid</i>	<i>Processing fee"</i>

Be deleted and the below text be added in the relevant locations:

<i>"Item</i>	<i>Charges for 2023/2024</i>	
<i>Making Application for Other Changes to a development approval, other than for a minor change (Section 82 of Planning Act).</i>	<i>100% of the applicable current application fee</i>	<i>Processing fee</i>

(Definition section)

A.6 Application fees within this schedule apply where Council is the assessment manager, referral agency, responsible entity, or another similar role responsible for administering, assessing, or deciding an application or matter."

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 11 December 2023
Subject: Community Energy Upgrade Fund – LED streetlighting proposal
File Ref: Energy supply and telecommunications - service providers - electricity
Action Officer: DFIN

Background/Summary

On 13 September 2023, Council commissioned Peak Services ("Peak") to analyse the process and benefits and costs of replacing non-LED streetlights with LED streetlights that would form the basis of a potential grant application under the Australian Government's competitive Community Energy Upgrades Fund (CEUF).

Peak's "Streetlight Upgrade and Ownership Study" of 8 December 2023 is attached which outlines:

- The formal Energex process (for the time being) for Council to fund the changeover of non-LED streetlights to LED streetlights in exchange for a reduction in tariff (known as "Rate 4")
- Other councils who may be interested in joining with Somerset Regional Council in forming a consortium to submit a joint funding application under the CEUF
- The nett benefit to Council including nine-year payback period (that is, even without consideration of any government funding towards this project). Peak have calculated 15-year net energy cost savings from the Rate 4 proposal at \$3,008,688.

The guidelines of the CEUF have still not been released however the Australian Government has confirmed some details of the funding program as attached.

Attachments

- Peak Services' Streetlight Upgrade and Ownership Study of 8 December 2023
- Information released as at 11 December 2023 about CEUF from the Australian Government

Recommendation

THAT Council authorise the Chief Executive Officer to submit a grant application either jointly with other local governments or alone consistent with the findings of the Peak Services "Streetlight Upgrade and Ownership Study" of 8 December 2023 and to commit Council co-funding as indicated in the report for the purpose of that application.



Somerset Regional Council

Streetlight Upgrade and Ownership Study

08 December 2023
Our ref: EG9396

DOCUMENT CONTROL			
Project Name	Streetlight Upgrade and Ownership Study	Project Number	EG9396
Client	Somerset Regional Council	Client Contact	Geoffery Smith
Date	Revision Details/Status	Prepared by	Reviewer/Approver
30/11/2023	Draft Report	MF	AS
08/12/2023	Final Report	MF	GS & BJ

TABLE OF CONTENTS

1. EXECUTIVE SUMMARY	4
Next Steps	6
2. INTRODUCTION	7
Background	7
Scope and Limitations.....	7
Methodology and Assumptions.....	9
3. PHASE 1A – STREETLIGHT UPGRADE AND OWNERSHIP ANALYSIS	10
Generation Information	10
Energy Usage	12
Streetlight Electricity Cost	13
LED Luminaire Selection and Energy Consumption.....	14
Option 1: LED Streetlight Cost-Benefit Analysis (CBA) for Rates 1, 2 & 4	16
Option 2: LED Streetlight Cost-Benefit Analysis (CBA) for Rate 3	18
Next Phase and Grant Funding Requirement Scope	19
4. PHASE 1B – CONSULTATION EXERCISE.....	20
Liaise with Energex around Ownership transfer	20
Consult with other QLD Local Governments	20
5. RECOMMENDATIONS	22
APPENDIX A – Detailed Financial Breakdown.....	23

1. EXECUTIVE SUMMARY

The Federal Government has announced it is partnering with local governments to deliver a new \$100 million Community Energy Upgrades Fund to support community facilities with energy efficient technology upgrades. The Somerset Regional Council (Council) seeks to utilise this grant funding to upgrade all existing non-LED streetlights to LED (the Upgrades). Additionally, Council seeks to check the interest of other councils to form a consortium with Council and submit a joint grant funding application for this purpose.

Council engaged Peak Services to conduct a Streetlight Upgrade & Ownership Study (the Study), including a cost-benefit analysis for the Upgrades. Given over 92% of streetlights within the Somerset region are either owned, or gifted to, and operated and maintained by Energex - resulting in higher electricity costs, Council also wishes to investigate the viability of transferring the streetlight ownership, operation, and maintenance to Council as part of the Study.

Peak performed a detailed analysis of the streetlight energy consumption and compared the options to either transfer the ownership and operation of streetlights to Council or to maintain the current ownership with Energex. The table below summarises the financial values for each option:

Table 1: Summary of the financial values for each option

Options	Est. Capital	Current Annual Energy Costs	Estimated 1st yr. cost after Streetlight LED	1 st yr. O&M Cost	1st yr. Energy Net Cost Savings	1 st yr. Energy Cost Savings (%)	15 yr. Net Energy Cost Savings	Payback Period (years)
Option 1: Rates 1, 2 & 4*	\$1,491,688	\$293,663	\$140,980	\$971	\$151,712	52%	\$3,008,688	9
Option 2: Rate 3*			\$35,420	\$45,009	\$213,234	73%	\$4,195,804	7

*Note:

1. Rate 1 – Energex Owned and Operated Streetlights.
2. Rate 2 – Gifted to Energex and Operated by Energex Streetlights.
3. Rate 3 – Streetlights owned and operated by Council.

4. Rate 4 – Partially customer funded & operated by Energex (i.e. LED luminaires are Council funded and poles, brackets and cabling are owned by Energex.)

While transferring the ownership, operation and maintenance of streetlights to the Council is more economically favourable, Energex has advised that streetlights on Rates 1 and 2 cannot be transferred back to Council. Rate 1 streetlights must be transferred to Rate 4 and 2 streetlights must remain on the same rate. This is based on Energex ownership the poles, brackets and wiring. Rate 3 streetlights cannot be located on Energex's infrastructure. Energex also advised that their assets are not for sale and added that Rate 3 streetlights must be installed in accordance with AS/NS3000, while Rate 1 and 2 do not.

The Study identifies that installation of LED Streetlights is estimated to save 49% of Council's energy consumption and reduce approximately 213 tonnes of CO₂ carbon emissions each year, as summarised in the table below.

Table 2: Summary of the energy consumption and savings for the LED streetlight upgrade

Consumption of Current Streetlights (kWh)	Consumption after LED upgrade	% of Energy Saved	QLD CO2 Emission savings
541,299	274,848	49%	213 tonnes

Consultation with eleven councils identified support to establish a consortium, or similar, and to submit a joint grant funding application for this purpose. At the writing of this report, 5 out of 11 councils expressed interest in being involved in this initiative, while the other 6 are yet to respond to the expression of interest, as summarised the table below.

Table 3: List of interested Councils and those that are yet to respond.

Count	Interested	Count	Yet to Respond
1	Somerset Regional Council	6	Gympie Regional Council
2	Gold Coast City Council	7	Ipswich City Council
3	Lockyer Valley Regional Council	8	Logan City Council
4	Southern Downs Regional Council	9	Moreton Bay Regional Council
5	Redland City Council	10	Noosa Shire Council
		11	Scenic Rim Regional Council



NEXT STEPS

Using results from the Study, if the grant funding guidelines support LED upgrade, Council can proceed to discuss with interested councils on forming a consortium to submit a joint grant application to upgrade all non-LED streetlights to LED within participating councils, or alternatively to submit a grant application itself.

Regardless of the outcome of the discussion with other councils to form a consortium, the study indicated that it is in Council's best interest to upgrade Somerset region streetlights to LED. Upgrading to LED is estimated to save Council approximately 52% of its energy cost.

2. INTRODUCTION

BACKGROUND

The Federal Government has announced it is partnering with local government to deliver a new \$100 million Community Energy Upgrades Fund to support community facilities with energy-efficient technology upgrades. The Government will co-fund upgrades with local councils and potentially unlock over \$200 million in high-impact energy upgrades to save community facilities on bills over the medium and long term. This new funding could include upgrades like replacing energy-intensive heating in council pools with heat pumps and energy-efficient lighting and battery storage at sporting fields, libraries and community centres.

Somerset Regional Council has identified this Community Energy Upgrades Fund as an opportunity to advance its energy efficiency program and to reduce council energy consumption costs by transitioning its streetlights away from traditional lighting towards more energy-efficient and cost-effective LED lighting (the Upgrades). Council engaged Peak Services to conduct a Streetlight Upgrade & Ownership Study (the Study), including a cost-benefit analysis for the Upgrades and identification of the viability to transfer the streetlights ownership to Council. The Study will support compiling a grant application to solicit project funds. To strengthen such a grant funding application through the Community Energy Upgrades Fund, Council requested Peak Services to conduct a consultation exercise to explore the opportunity to partner with other councils.

SCOPE AND LIMITATIONS

The scope and analysis in this report covered the following:

1 - Streetlight Data Gathering (consumption and ownership mapping)

With Council's permission, Peak:

- Requested streetlight data from Energy Queensland. This included but is not limited to:
 - Geolocation data for each luminaire.
 - Technology type for each luminaire.
 - Ownership information for each luminaire.
- Requested streetlight data from the retailer. This included, but is not limited to:
 - Electricity consumption data.
 - Electricity retail and network charges.

2 - Cost Modelling of the transition to LED

Utilising the streetlight data from Energy Queensland and the retailer, conduct a cost and benefit analysis to transition all non-LED streetlights to LED. This will include:

- Identification of approved LED luminaires to replace non-LED streetlights.
- Estimation of capital cost together with the whole of-life cost based on cost estimate data provided by EQ.
- Return on the investment including payback period.

3 - Transfer of streetlight Ownership Cost Modelling

For the streetlights currently owned and Operated by Energy Queensland, Peak will conduct a cost and benefit analysis to transfer the ownership to Council. This will be modelled on outcomes from:

- 2 – Cost Modelling of the transition to LED.
- Consultation with EQ.

4 – Scope the Next Phase and Review Grant Funding Requirement

Based on the outcome from Scope items 1 – 3, together with the Grant Funding Requirement (if available), Peak will scope the next phase of the project.

5 – Report Preparation

Peak will prepare a Streetlight Upgrade and Ownership Study Report covering the scope items. The report will outline recommendations and potential financial impacts.

Phase 1b - Consultation Exercise

1 – Consult with other Queensland Local Governments about funding opportunity

In parallel with the Options Analysis, Peak will undertake to deliver a Consultation Exercise in a bid to strengthen the ultimate Grant Funding Application. By engaging with other Queensland local governments that stand to benefit from the funding opportunity, and mobilising a consortium for the response, the case to deliver value to the sector may be strengthened with streamlined costs and project synergies. On Somerset's behalf, Peak will consult with other councils and test their interest levels in joining the consortium. The result from the consultation with other SEQ councils will assist to inform whether:

- Somerset puts forward an initial submission and case study with other councils to follow.
- A joint submission is created, involving a consortium of Council respondents.
- Another proposed model is tested.

2 – Liaise with the Streetlight Owner around ownership transfer

For the streetlights currently operated and/or owned by Energy Queensland, a case may also be made to transfer ownership and/or operation of the proposed new LED lights away from the existing streetlight owner to Council, in a bid to further reduce operating and maintenance costs.

METHODOLOGY AND ASSUMPTIONS

Peak assessed the Cost Benefit Analysis (CBA) over a 20-year timeframe. The annual savings are calculated from the amount of 'off-set consumption' using the actual charge Rates from the site electricity bills. The underlying assumptions used for the CBA are outlined in the 'Assumptions' section of this report.

The estimated LED replacement capital costs have been obtained from the electricity network "Energex". It is further assumed that Energex will be engaged to supply and install the LED replacement.

The following assumptions have been used to inform the modelling:

1. The costs provided are indicative costs of replacing the luminaire/lamp, contract labour to install and internal Energex design/checking / approvals.
2. Site inspections were not conducted as part of this study. It is assumed that the existing brackets will be reused; hence, no bracket/outreach changes or mounting height alterations are included in the pricing. Where pole-specific brackets change is required, this will be at an additional cost.
3. Given this study considers a direct replacement of existing luminaires, compliance checks of existing lighting arrangements are not included in the scope of works and Council should engage a consultant for this, if required.
4. LED upgrades to pedestrian crossings and floodlight / Watchman installations should be managed by an official 'Request for Work' sent directly to the Energex Public Lighting Design team to ensure compliance with the pedestrian crossings.
5. Given the condition of the existing luminaire heads is unknown, it is assumed that all heads will be replaced. The upgrades will not be for lamp change only.
6. Sites with existing LED luminaires will not require an upgrade.
7. The projected life expectancy for LED streetlights is generally between 15 to 20 years. This report has assumed the LED streetlights to be replaced after 15 years.
8. Tariff Rates for the existing contract were used.
9. Energex Network tariff Rates for the Financial Year 2023 – 2024 were used.
10. Electricity consumption to increase by 1.5% on average year on year.
11. LED Unit annual operating cost is \$30.35 indexed by 3% CPI as target range by the Reserve Bank of Australia
12. An average 3.5% increase in electricity tariff rates year on year.
13. Capital costs include a 20% contingency.
14. Capital costs include a 5% escalation, assuming construction to start Q1 of 2025
15. No debt financing.
16. All costs exclude GST.

This report is informed by the electricity consumption data from the Council's retailer "Shell" and the luminaire details as well as replacement costs from the distribution network "Energex".

Peak encountered the following limitations during the assessments and preparation of this report:

1. The Community Energy Upgrade grant funding guidelines are not released until December 2023; hence, Peak is unable to provide recommendations based on the funding guidelines.

3. PHASE 1A – STREETLIGHT UPGRADE AND OWNERSHIP ANALYSIS

GENERATION INFORMATION

According to the latest streetlight inventory data from Energex, Somerset has 1,483 streetlights as of October 2023. Below is the total number of streetlights across 31 Localities within the Somerset Regional Council.

Table 4: Number of streetlights in each locality within the Somerset Regional Council

Locality	Number of Lights
FERNVALE	379
LOWOOD	340
KILCOY	200
ESK	146
TOOGOO LAWAH	123
WOOLMAR	51
MINDEN	41
COOMINYA	30
WINYA	30
SOMERSET DAM	26
MOORE	21
RIFLE RANGE	15
GLAMORGAN VALE	15
MOUNT KILCOY	11
LINVILLE	10
TARAMPA	9
MOUNT HALLEN	6
HARLIN	5
VILLENEUVE	4
MOUNT BEPPO	4
JIMNA	3
SANDY CREEK	3

GREGORS CREEK	2
SHEEP STATION CREEK	2
VERNOR	1
ROYSTON	1
MOUNT TARAMPA	1
COLINTON	1
PRENZLAU	1
MOUNT ARCHER	1
CLARENDON	1
Grand Total	1,483

For each of the following rates, streetlights are currently billed based on the road type they are located on, i.e. whether they are located on a major or minor road.

1. Rate 1 - Energex Owned and Operated Streetlights
2. Rate 2 - Gifted to Energex and Operated by Energex Streetlights
3. Rate 3 - Council Owned and Operated Streetlights
4. Rate 4 - Partially customer funded and operated by Energex (i.e. LED luminaires are Council funded and poles, brackets and cabling are owned by Energex).

The streetlights in the Somerset Regional Council are split as outlined in the table below.

Table 5: Categories of streetlights in the Somerset Regional Council

	Rates and Count			Total	Comments
	Rate 1	Rate 2	Rate 3		
Major Roads					
L0912 Light Device	1	4		5	Existing LED
M250 Light Device	3			3	
S100 Light Device	85	16		101	
S150 Light Device	73	31		104	
S250 Light Device	36	18		54	
S400 Light Device	1			1	
Sub-total: Major Roads	199	69		268	
Minor Roads					
CFL32 Light Device	36	66		102	
F2X18 Light Device			3	3	
F3X18 Light Device	2			2	
I60 Light Device			1	1	
L0137 Light Device	2			2	Existing LED
L0169 Light Device	22	2		24	Existing LED
L0170 Light Device	3	9		12	Existing LED
L0171 Light Device	1	41		42	Existing LED
L0179 Light Device		2		2	Existing LED
L0244 Light Device	1			1	Existing LED
L0250 Light Device		6		6	Existing LED

L0298 Light Device		24		24	Existing LED
L0325 Light Device	2	1		3	Existing LED
M125 Light Device	25		4	29	
M50 Light Device	336	264	15	615	
M80 Light Device	31	113		144	
S50 Light Device	5			5	
S70 Light Device	68	130		198	
Sub-total: Minor Roads	534	658	23	1215	
Grand Total	733	727	23	1,483	

ENERGY USAGE

The graph below shows the total monthly electricity consumption for 12 months commencing November 2022.

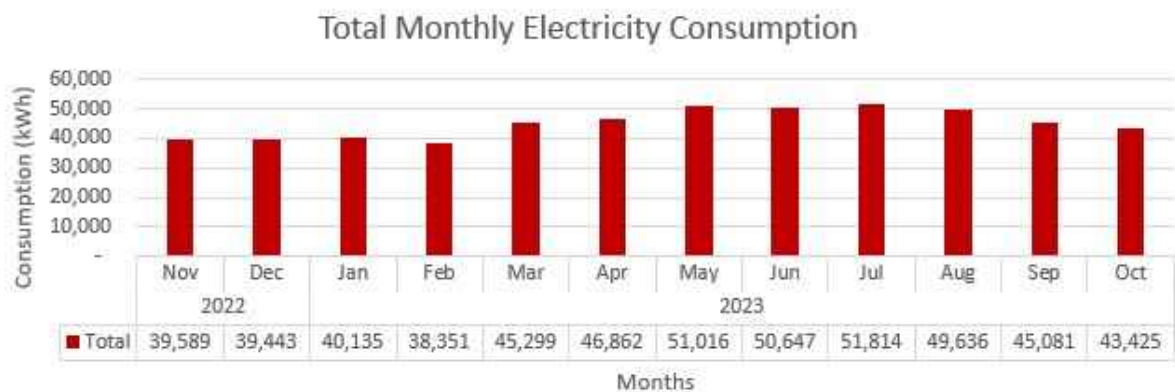


Figure 1: Total monthly electricity consumption

Varying from month to month, the streetlights in Somerset start consuming electricity from 5.00 pm until 6.35 am the next morning. Below is the electricity consumption for each hour of the 12 months.

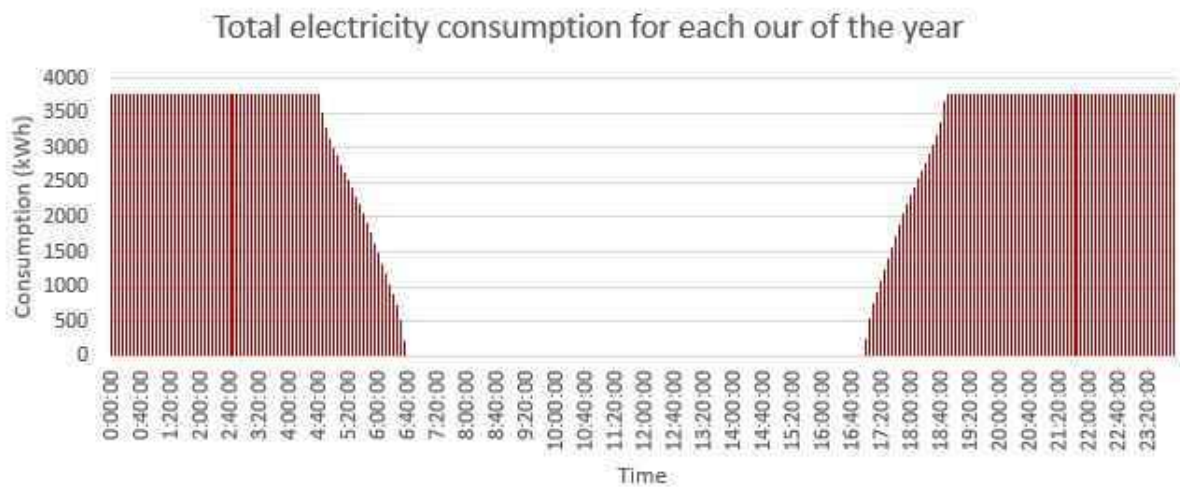


Figure 2: Electricity consumption for each hour of the year

In Somerset, the Electricity consumption is highest during the winter season and lowest during the summer season. The total 12 months electricity consumption was 541,299 kWh.

STREETLIGHT ELECTRICITY COST

All streets in the Somerset region are on the same National Meter Identifier (NMI - 3195000048). It is the single highest-cost NMI for Council. Based on the billing data from the electricity retail, in the 12 months commencing November 2022 and ending October 2023, the streetlights cost for Council is \$271,110 exc. GST.



Figure 3: Monthly electricity cost

As shown in the pie chart below, 88% of the electricity is Network Charges with the remaining 12% split across Retail, Environmental and Market Operator Charges.

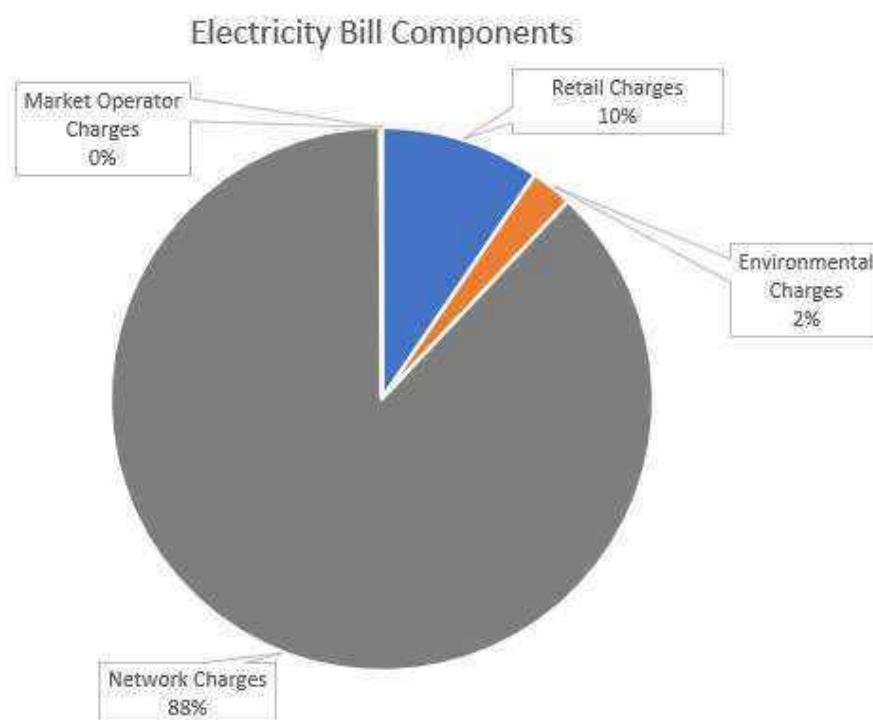


Figure 4: Electrical cost distribution

Council is to note that the total electricity cost of \$271,110 between November 2022 and October 2023 includes the variations in streetlight counts where earlier months would have had fewer streetlight compared to later months. Moreover, the retail and network electricity charges have changed over time. Considering the streetlight inventory count of 1,483 as of October 2023 together with the current retail and network charges, the total streetlight electricity cost for 12 months is estimated to be \$282,736.

LED LUMINAIRE SELECTION AND ENERGY CONSUMPTION

The streetlight inventory data indicates approximately 8% (121) of streetlights in the Somerset region have already transitioned to LED. The remaining 92% are non-LED luminaires. Council's electricity network Energex recommended non-LED streetlights to be replaced with the following LED streetlights.

Table 6: Existing non-LED luminaires to be replaced with LED.

Non-LED Streetlight	Replacement LED Streetlights	Quantity
Major Road Head Change	L138A – 4K LED	263
Minor Road Head Change	L24AO – 4K LED	728
Minor Road (Nostalgia Estate Pole – Head Change)	L18 – 4K LED	371
Total		1,362

After Council-funded LED luminaire upgrade, Rate 1 streetlights will be changed to Rate 4 while Rate 2 and Rate 3 lights will remain on the same Rates. Hence, streetlights and annual electricity consumption will be as follows:

Table 7: Total LED luminaires after the upgrade

	Count				
	Rate 1	Rate 2	Rate 3	Rate 4	Total
Major					
L0912 Light Device	1	4			5
L138A – 4K LED		65		198	263
Sub-total Major	1	69	0	198	268
Minor					
L24AO – 4K LED		229	8	491	728
L18 – 4K LED		344	15	12	371
L0137 Light Device	2				2
L0169 Light Device	22	2			24
L0170 Light Device	3	9			12
L0171 Light Device	1	41			42
L0179 Light Device		2			2
L0244 Light Device	1				1
L0250 Light Device		6			6
L0298 Light Device		24			24
L0325 Light Device	2	1			3
Sub-total Minor	31	658	23	503	1,215
Grand Total	32	727	23	701	1,483

Considering the power rating for each LED luminaires together with the streetlight operation times, below are the estimates total annual electricity consumption.

Table 8: Estimated total annual electricity consumption after LED upgrade.

	Annual kWh
Major	
L0912 Light Device	1,981
L138A – 4K LED	157,643
Sub-total Major	159,624
Minor	
L24AO – 4K LED	75,890
L18 – 4K LED	29,006
L0137 Light Device	119
L0169 Light Device	1,762
L0170 Light Device	886
L0171 Light Device	3,120
L0179 Light Device	155
L0244 Light Device	106

L0250 Light Device	652
L0298 Light Device	3,106
L0325 Light Device	423
Sub-total Minor	115,225
Grand Total	274,848

OPTION 1: LED STREETLIGHT COST-BENEFIT ANALYSIS (CBA) FOR RATES 1, 2 & 4

This CBA Option 1 assumes, after Council-funded LED streetlight luminaire upgrades, current Rate 1 streetlights will be changed to Rate 4 while current Rate 2 streetlights will remain on the same Rate 2.

As forementioned, Rates 1, 2 and 4 are as follows:

1. Rate 1 – Energex Owned and Operated Streetlights
2. Rate 2 – Gifted to Energex and Operated by Energex Streetlights
3. Rate 4 – Partially customer funded and operated by Energex (i.e. LED luminaires are Council funded and poles, brackets and cabling are owned by Energex.

The LED luminaire performance is estimated as follows:

Table 9: Estimated LED luminaire performance

Consumption of Current Streetlights (kWh)	Consumption after LED upgrade	% of Energy Saved	QLD CO2 Emission savings
541,299	274,848	49%	213 tonnes

The electricity cost savings are estimated as follows:

Table 10: Estimated electricity cost savings

Current Streetlight 1 st Year Energy Cost	Estimated 1 st -year costs after Streetlight LED Upgrade	1 st yr. Energy Net Cost Savings	1 st yr. Operating Cost	15 yr. Net Energy Cost Savings	% Reduction in Energy Costs
\$293,663	\$140,980	\$ 971	\$ 151,712	\$3,008,688	52%

The operating and maintenance costs are estimated as follows:

Table 11: Estimated operating and maintenance costs.

Rate 1 Annual Operating Cost	15-year Rate 1 LED Streetlight Operating Cost
\$971	\$18,740

Investment

The estimated capital cost to replace all existing non-LED streetlights with LED is \$1,485,792. The capital cost estimate breakdown is shown below.

Table 12: Estimated capital cost

Replacement LED Streetlights	Total Cost
L138A – 4K LED	\$ 260,609
L24AO – 4K LED	\$ 463,273
L18 – 4K LED	\$ 455,318
Total	\$ 1,179,200
Escalation (5%)	\$ 58,960
Contingency (20%)	\$ 247,632
Grand Total*	\$ 1,485,792

*Note:

1. This cost breakdown assumes reuse of the existing infrastructure including footings, poles, brackets, and wiring. Where the existing infrastructure is deemed not suitable, additional costs will be incurred.
2. LED upgrades to pedestrian crossings and floodlight / Watchman installations should be managed by an official 'Request for Work' sent directly to the Energex Public Lighting Design team to ensure compliance with the pedestrian crossings.

The graph below shows the Cumulative Net Savings, O&M cost and Gross Savings.

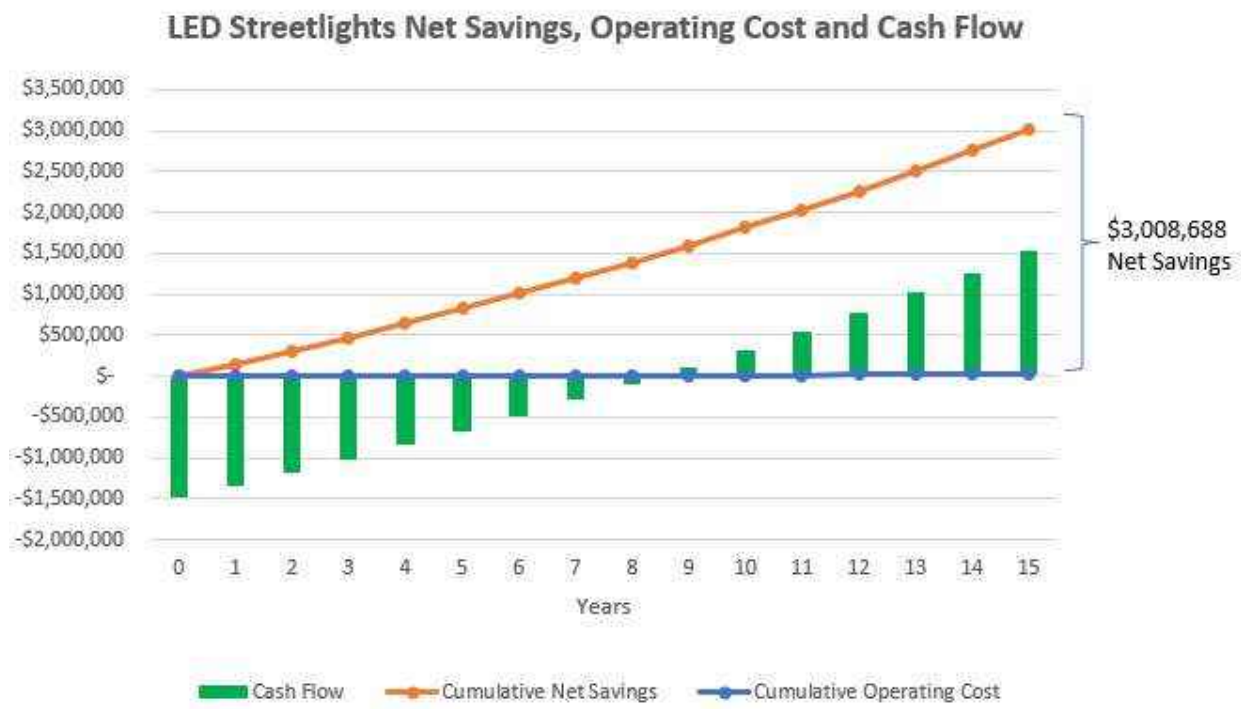


Figure 5: Cumulative Net Savings & Revenue Vs Cumulative Operating Cost Vs Cash Flow

The LED Streetlights would have a payback period of approximately 9 years. The detailed financial data for 15 years is shown in APPENDIX A – Detailed Financial Breakdown.

OPTION 2: LED STREETLIGHT COST-BENEFIT ANALYSIS (CBA) FOR RATE 3

Assuming Rate 3 - All LED streetlights are owned and operated by Council:

The LED luminaire performance is estimated as follows:

Table 13: Estimated LED luminaire performance

Consumption of Current Streetlights (kWh)	Consumption after LED upgrade	% of Energy Saved	QLD CO2 Emission savings
541,299	274,848	49%	213 tonnes

The electricity cost savings are estimated as follows:

Table 14: Estimated electricity cost savings

Current Streetlight 1 st Year Energy Cost	Estimated 1 st -year costs after Streetlight LED Upgrade	1 st yr. Energy Net Cost Savings	1 st yr. Operating Cost	15 yr. Net Energy Cost Savings	% Reduction in Energy Costs
\$293,663	\$35,420	\$45,009	\$213,234	\$4,195,804	73%

The operating and maintenance costs are estimated as follows:

Table 15: Estimated operating and maintenance costs

Rate 1 Annual Operating Cost	15-year Rate 1 LED Streetlight Operating Cost
\$45,009	\$868,480

Investment

The estimated capital to replace all existing non-LED streetlights with LED would still be the same as for Rates 1, 2 and 4 (i.e., \$1,485,792).

The graph below shows the Cumulative Net Savings, O&M cost and Gross Savings.

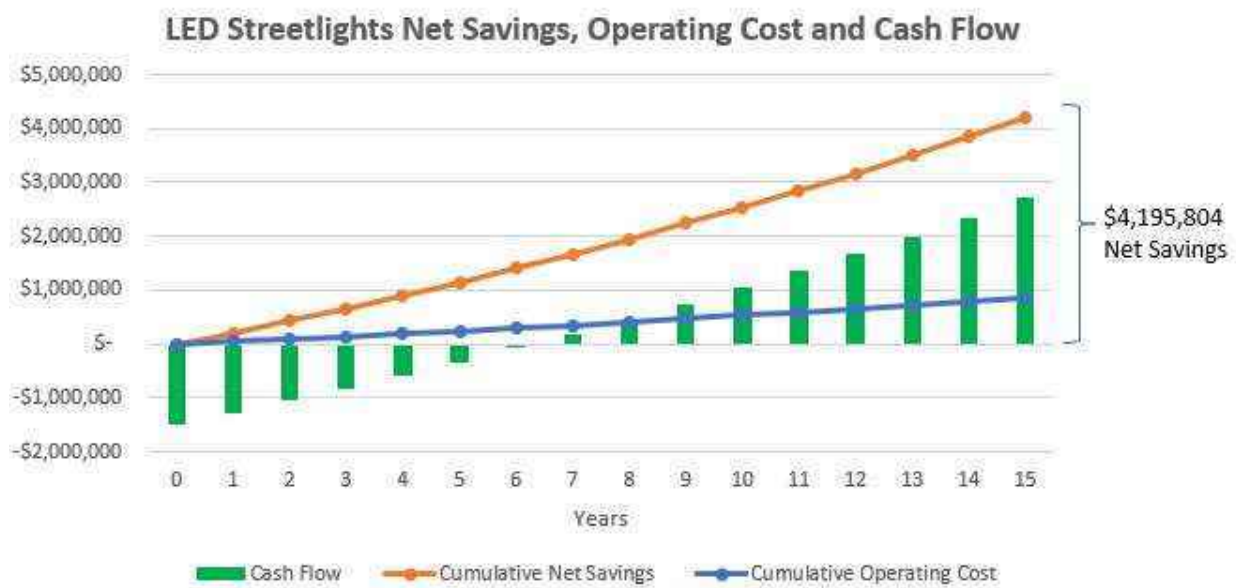


Figure 6: Cumulative Net Savings & Revenue Vs Cumulative Operating Cost Vs Cash Flow

The LED Streetlights would have a payback period of approximately 7 years. The detailed financial data for 15 years is shown in APPENDIX A – Detailed Financial Breakdown.

NEXT PHASE AND GRANT FUNDING REQUIREMENT SCOPE

The Community Energy Upgrade grant funding guidelines will be released sometime in December 2023. Peak is unable to provide recommendations based on the funding guidelines.

4. PHASE 1B – CONSULTATION EXERCISE

LIAISE WITH ENERGEX AROUND OWNERSHIP TRANSFER

Currently, over 49.4% of streetlights in the Somerset region are owned and operated by Energex (Rate 1). Another 49% was gifted to and is operated and maintained by Energex (Rate 2). Approximately 1.6% of streetlights in the Somerset region are owned and operated by Council (Rate 3). As shown in the options analysis above, after the streetlights are upgraded to LED, transferring the ownership and operation to Council (Rate 3) would save the Council approximately \$213,234 per annum, which is 73% of the current energy cost energy cost. Whereas leaving the ownership and operation to Energex, would save council approximately \$151,712 per annum which is 52% of the current cost.

While transferring all streetlights from Rates 1 and 2 to Rate 3 would have the biggest savings to Council, consultation with Energex has indicated that the ownership of Rates 1 and 2 streetlights cannot be transferred to Council, despite Council fully funding the LED streetlights upgrade. Energex has introduced a new Rate (Rate 4) which has lower network charges to acknowledge Council's investment in upgrading the streetlights.

Energex informed Peak Services that the reason it is not possible to transfer Rates 1 and 2 streetlights ownership to Council is that the Energex Assets are not for sale. Rates 1 and 2 Streetlight luminaires are located on Energex's poles, brackets and wiring which are the property of Energex; and Rate 3 streetlights cannot be located on Energex assets. Moreover, Rate 3 lighting must be installed to AS/NS 3000 while Rates 1 and 2 do not.

CONSULT WITH OTHER QLD LOCAL GOVERNMENTS

The Federal Government Community Energy Upgrade Funding Program opens in January and closes in April 2024. While the grant funding guidelines are to be released sometime in December 2023, if the funding supports the LED streetlighting upgrades, the Somerset Regional Council seeks to identify interest of other Energy Network Area councils to form a consortium and submit a joint grant application. Following receipt of the expression of interest from these councils, after the grant funding guidelines are released, a discussion can be held with interested councils to progress this initiative.

On behalf of the Council, Peak consulted with the following 11 Councils in the Energex area to check their interest in being part of the consortium, based on the provision that the grant funding guidance supports LED streetlight upgrade(s). The results are as follows:

Table 16: List of contacted Councils

Count	Council	Comment
1	Gold Coast City Council	Interested in discussing how the consortium would look like.
2	Gympie Regional Council	Did not respond.
3	Ipswich City Council	Did not respond.
4	Lockyer Valley Regional Council	Interested in forming the consortium. The main concern is whether Councils can submit a joint grant towards LED upgrades and still be able to submit another application for other energy efficiency programs.
5	Logan City Council	Did not respond.
6	Moreton Bay Regional Council	Did not respond.
7	Noosa Shire Council	Did not respond.
8	Redland City Council	Interested to join the consortium if the funding supports streetlight upgrades.
9	Scenic Rim Regional Council	Did not respond.
10	Somerset Regional Council	Interested – Pioneer of the consortium.
11	Southern Downs Regional Council	Interested, but needs to confirm its streetlights inventory with Ergon.

Five 5 of the 11 Energy Network Area councils are interested in forming a consortium, or similar, and to discuss further opportunities for LED streetlight updates through the Federal Government Community Energy Upgrade Funding Program while the other 6 councils have not responded.

In addition to consulting with the above councils, Peak has also consulted with the Department of Climate Change, Energy and Environment and Water (DCCEEW) regarding the eligibility of LED streetlight upgrade as well as clarifying Lockyer Valley's concern whether councils can submit 2 applications: one as a joint application for the LED streetlight upgrade and another application for other energy efficiency programs within Council. DCCEEW has yet to respond to Peak's enquiry.

5. RECOMMENDATIONS

Informed by the Study, the table below provides the estimated capital cost together with the financial values to upgrade the existing non-LED streetlights to LED within the Somerset region.

Table 17: Financial values to upgrade the existing non-LED streetlights to LED

Options	Est. Capital	Current Annual Energy Costs	1st yr. Energy Net Cost Savings	15 yr. Net Energy Cost Savings	Payback Period (years)
Option 1: Rates 1, 2 & 4*	\$1,485,792	\$293,663	\$151,712	\$3,08,688	9
Option 2: Rate 3*			\$213,234	\$4,195,804	7

*Note:

1. Rate 1 – Energex Owned and Operated Streetlights
2. Rate 2 – Gifted to Energex and Operated by Energex Streetlights
3. Rate 3 – Council-owned and Operated streetlights.
4. Rate 4 – Partially customer funded & operated by Energex (i.e. LED luminaires are Council funded and poles, brackets and cabling are owned by Energex).

Where the Federal Government Community Energy Upgrade Funding Program grant funding guidelines support LED streetlight upgrades, the Somerset Regional Council can proceed to discuss with interested councils on forming a consortium to submit a joint grant application to upgrade all non-LED streetlights to LED within participating councils, or alternatively, consider an application for Somerset region LED streetlight upgrades.

Regardless of the outcome of the discussion with other councils to form a consortium, the Study indicates that it is in Council's interest to upgrade the streetlights to LED. The Study has identified that upgrading to LED is estimated to save Council approximately 52% of its energy cost.

APPENDIX A – Detailed Financial Breakdown

Option 1: LED Streetlight Upgrade – Rates 1, 2 and 4

Year of Operation	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Capital Cost	\$ 1,485,792															
Annual Cost - No LED		\$ 293,663	\$ 305,024	\$ 316,837	\$ 329,121	\$ 341,896	\$ 355,181	\$ 368,997	\$ 383,368	\$ 398,314	\$ 413,862	\$ 430,034	\$ 446,858	\$ 464,360	\$ 482,568	\$ 501,513
Annual Cost - LED		\$ 140,980	\$ 146,464	\$ 152,168	\$ 158,100	\$ 164,271	\$ 170,690	\$ 177,368	\$ 184,315	\$ 191,542	\$ 199,061	\$ 206,885	\$ 215,026	\$ 223,497	\$ 232,313	\$ 241,488
Electricity Cost Savings		\$ 152,683	\$ 158,560	\$ 164,669	\$ 171,021	\$ 177,625	\$ 184,491	\$ 191,630	\$ 199,053	\$ 206,773	\$ 214,800	\$ 223,149	\$ 231,831	\$ 240,862	\$ 250,255	\$ 260,026
Annual Operating Cost		\$ 971	\$ 1,005	\$ 1,040	\$ 1,077	\$ 1,114	\$ 1,153	\$ 1,194	\$ 1,236	\$ 1,279	\$ 1,324	\$ 1,370	\$ 1,418	\$ 1,468	\$ 1,519	\$ 1,572
Cumulative Operating Cost	0	\$ 971	\$ 1,976	\$ 3,017	\$ 4,094	\$ 5,208	\$ 6,362	\$ 7,555	\$ 8,791	\$ 10,070	\$ 11,394	\$ 12,764	\$ 14,181	\$ 15,649	\$ 17,168	\$ 18,740
Cumulative Net Savings	0	\$ 151,712	\$ 309,267	\$ 472,896	\$ 642,840	\$ 819,350	\$ 1,002,687	\$ 1,193,123	\$ 1,390,941	\$ 1,596,435	\$ 1,809,911	\$ 2,031,690	\$ 2,262,103	\$ 2,501,498	\$ 2,750,234	\$ 3,008,688
Cash Flow	-\$ 1,485,792	-\$ 1,334,080	-\$ 1,176,525	-\$ 1,012,896	-\$ 842,952	-\$ 666,442	-\$ 483,105	-\$ 292,669	-\$ 94,851	\$ 110,643	\$ 324,119	\$ 545,898	\$ 776,311	\$ 1,015,706	\$ 1,264,442	\$ 1,522,896

Option 2: LED Streetlight Upgrade – Rate 3

Year of Operation	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Capital Cost	\$ 1,485,792															
Annual Cost - No LED		\$ 293,663	\$ 305,024	\$ 316,837	\$ 329,121	\$ 341,896	\$ 355,181	\$ 368,997	\$ 383,368	\$ 398,314	\$ 413,862	\$ 430,034	\$ 446,858	\$ 464,360	\$ 482,568	\$ 501,513
Annual Cost - LED		\$ 35,420	\$ 37,209	\$ 39,089	\$ 41,064	\$ 43,138	\$ 45,318	\$ 47,607	\$ 50,012	\$ 52,539	\$ 55,194	\$ 57,982	\$ 60,911	\$ 63,989	\$ 67,222	\$ 70,618
Electricity Cost Savings		\$ 258,243	\$ 267,815	\$ 277,748	\$ 288,058	\$ 298,757	\$ 309,863	\$ 321,390	\$ 333,355	\$ 345,775	\$ 358,668	\$ 372,052	\$ 385,946	\$ 400,371	\$ 415,347	\$ 430,895
Annual Operating Cost		\$ 45,009	\$ 46,584	\$ 48,215	\$ 49,902	\$ 51,649	\$ 53,457	\$ 55,328	\$ 57,264	\$ 59,268	\$ 61,343	\$ 63,490	\$ 65,712	\$ 68,012	\$ 70,392	\$ 72,856
Cumulative Operating Cost	0	\$ 45,009	\$ 91,593	\$ 139,808	\$ 189,711	\$ 241,359	\$ 294,816	\$ 350,144	\$ 407,408	\$ 466,676	\$ 528,019	\$ 591,509	\$ 657,220	\$ 725,232	\$ 795,624	\$ 868,480
Cumulative Net Savings	0	\$ 213,234	\$ 434,465	\$ 663,998	\$ 902,153	\$ 1,149,262	\$ 1,405,668	\$ 1,671,731	\$ 1,947,822	\$ 2,234,329	\$ 2,531,654	\$ 2,840,216	\$ 3,160,451	\$ 3,492,810	\$ 3,837,764	\$ 4,195,804
Cash Flow	-\$ 1,485,792	-\$ 1,272,558	-\$ 1,051,327	-\$ 821,794	-\$ 583,639	-\$ 336,530	-\$ 80,124	\$ 185,939	\$ 462,030	\$ 748,537	\$ 1,045,862	\$ 1,354,424	\$ 1,674,659	\$ 2,007,018	\$ 2,351,972	\$ 2,710,012

Community Energy Upgrade Fund Program

The Australian Government is partnering with local governments to deliver the \$100 million Community Energy Upgrades Fund (CEUF).

The CEUF is a targeted, competitive grant program that provides co-funding for energy upgrades at existing local government facilities.

It aims to help support local governments to:

- make their facilities more energy efficient
- lower their greenhouse emissions and energy bills.

The CEUF will help Australia meet its emission reduction targets of 43% by 2030, net-zero emissions by 2050, and support 82% renewable electricity generation by 2030. It will also support the [National Energy Performance Strategy](https://www.energy.gov.au/government-priorities/australias-energy-strategies-and-frameworks/national-energy-performance-strategy). (<https://www.energy.gov.au/government-priorities/australias-energy-strategies-and-frameworks/national-energy-performance-strategy>) .

□

About the CEUF

The CEUF will have two grant rounds:

- Round 1 will commence by January 2024.
- Round 2 will commence in 2025.

If a local government is unsuccessful in round 1 they will be able to apply for round 2 funding.

The CEUF program will provide co-funding of up to 50 per cent of project costs for upgrades at existing facilities owned and/or operated by local governments.

Grants between \$25,000 and \$2.5 million will be awarded on a merit basis.

Grant guidelines for Round 1 will be published in December 2023. In the meantime, local governments can use the following information to start preparing for their applications.

□

Who the CEUF is for

CEUF applications are encouraged from all local governments across Australia. The program will only be open to:

- local governments for their owned and/or operated facilities
- a group of local governments, including through existing joint organisations of councils.

There will be a maximum of one grant for capital upgrades per local government over the life of the program.

Local governments will be expected to share knowledge from their projects for local government and community benefit, to build the capability and skills of local governments and the wider community to undertake energy upgrades.

□

Project eligibility

Projects eligible for funding include:

- upgrades that increase the energy efficiency of a facility, improve the demand flexibility of a facility through energy storage and load shifting, and/or undertake electrification upgrades to replace the use of fossil fuels (such as natural gas). These may include one or more of the following activities:
 - load flexibility/demand management systems e.g. air-conditioning controls upgrades including demand management capabilities at a civic centre
 - electrification upgrades such as the replacement of a gas boiler with a heat pump and heat recovery at an aquatic centre
 - electric vehicle charging infrastructure such as smart electric vehicle charging for multiple vehicles at a depot for local government vehicles
 - energy efficiency upgrades such as variable speed drives fitted to electric motors at a wastewater treatment plant
 - behind the meter renewables generation and storage such as a rooftop solar power system with a virtual power plant enabled energy storage system at a childcare centre.
- other activities that meet the objectives and outcomes of the program
- integrated projects that bring together several activities and encompass multiple sites.

Projects not eligible for funding include:

- projects that use fossil fuels, even if they improve efficiency
- purchase of electric vehicles (but not including enabling infrastructure such as charging infrastructure)
- remote area power supplies.

□

Application process

The Department of Industry, Science and Resources will deliver the CEUF program.

The grant guidelines and details of the application process will be available on business.gov.au (https://business.gov.au/) and [GrantConnect](https://help.grants.gov.au/) (https://help.grants.gov.au/) in December 2023.

Online information sessions on the CEUF program and application process will be held after round 1 opens.

□

Key dates

- December 2023 - round 1 grant guidelines released.
- By January 2024 - round 1 grant applications open.
- April 2024 - round 1 grant applications close.
- September 2024 - funded projects for round 1 are expected to start being implemented.
- January 2025 - round 2 grant applications scheduled to open.

□

Contact

Interested stakeholders can contact the department about the program by emailing ceuf@dcceew.gov.au (mailto:ceuf@dcceew.gov.au).

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 11 December 2023
Subject: Disaster Ready Fund round 2 proposal
File Ref: Grants – programs – disaster ready fund
Action Officer: DFIN

Background/Summary

Council was successful with the following funding application under the Australian Government's competitive Disaster Ready Fund round 1:

Project Title	Description	Cth Awarded Funding	Co-contribution (from jurisdiction or project delivery partner)	Total Project Cost
Toogoolawah (Dingyarra St) flood mitigation project	This project will deliver drainage improvements that will mitigate flooding to the impacted properties.	\$1,020,816	\$1,024,327	\$2,045,143

Council has been advised to expect that guidelines for Disaster Ready Fund round 2 (DRF2) will be made available during late December 2023.

Council officers have noted the following successful application by Sunshine Coast Regional Council under Disaster Ready Fund round 1 (DRF1):

Project Title	Description	Cth Awarded Funding	Co-contribution (from jurisdiction or project delivery partner)	Total Project Cost
Cool Urban Forests – Street Tree Planting Project	This project will effectively double the existing street tree planting program to futureproof our communities against heat-related impacts.	\$3,210,000	\$3,210,000	\$6,420,000

A copy of the successful application has been kindly provided to Council by Sunshine Coast Council (SCC). The SCC proposal includes *“increasing frequency and severity of extreme heat poses a serious risk to health (mortality rate greater than all other hazards), the economy, urban sustainability and liveability... Street trees mitigate the impacts, providing cooling safe refuge.”*

It is noted that Council has some significant tree planting components included in projects such as Lowood Futures Strategy and Kilcoy Streetscape Revitalisation.

The “Green Botanic Core” component of the Lowood Futures Strategy alone is costed in the order of magnitude cost estimate from AECOM at \$1,840,565 (stage 1) and \$2,364,350 (stage 5) before contingencies.

Somerset Regional Council's Local Disaster Management Plan (LDMP) outlines that heatwave has the highest annual exceedance probability of any natural or other hazard in the region at 96%. The LDMP outlines potential temperature increases and health impacts on certain populations. The LDMP says "The region's summer average temperature is 24°C. This could rise to over 25°C by 2030 and to over 27°C by 2070."

The Queensland State Heatwave Risk Assessment 2019 states that planting trees for shade in public open spaces is a "core mitigation response" to reducing heat. Various research is available including that "for each 10% increase in tree cover, there is a reduction in land surface temperature of between 0.5 and 1 degree Celsius." (CRC for Water Sensitive Cities).

It is suggested that Council apply for funding for street tree planting including initial maintenance from DRF2 on a similar basis to Sunshine Coast Council's successful application under DRF1.

Attachments

Nil

Recommendation

THAT Council authorise the Chief Executive Officer to submit a grant application under the Australian Government's Disaster Ready Fund round 2 consistent with the intent and dollar amounts of Sunshine Coast Council's successful Disaster Ready Fund round 1 Street Tree Planting Project and to commit Council co-funding as required for the purpose of that application.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 6 December 2023
Subject: SEQ Community Stimulus Program 2024-2027
File Ref: Works for Queensland/ SEQ Community Stimulus Program
Action Officer: DFIN

Background/Summary

Council resolved as follows on 15 November 2023:

"THAT Council write to the Premier, the Hon Anastacia Palaszczuk:

- noting the allocation of \$300 million to Queensland's 65 regional councils under the government's successful Works for Queensland program*
- acknowledging the advice from Departmental officers that Somerset Regional Council will not be considered an eligible regional council under the upcoming 2024-27 Works for Queensland program*
- seeking an extension of the government's South East Queensland Community Stimulus Program under similar guidelines to the previous round of that program to support regional areas such as Somerset which had an unemployment rate at June quarter 2023 of 6.1% compared to Queensland of 3.7% and which has essential community infrastructure and regional economic development needs like other parts of regional Queensland"*

The following week, Council officers noted the below slide presented at a Local Government Finance Professionals Conference by officers from the Department of State Development, Infrastructure, Local Government and Planning:

Upcoming Grant Programs

» Three new funding program rounds commencing in 2023-24

- W4Q 2024-27 – increased \$300M funding allocation
- **SEQ Community Stimulus Program** 2024-27 – \$100M total allocation round.
- A new Local Government Grants and Subsidies Program funding round

» Focused on supporting councils deliver critical infrastructure, economic development and sustainable councils' outcomes



Council sought clarification from the Department about this slide and was advised as follows on 6 December 2023 by the Region Advisor:

"I am not aware of any public announcements in recent weeks about future SEQCSP funding. Thank you for sharing the slide, I had not seen the slide myself, but I was away most of November. However, regarding the 2024-27 SEQCSP I can advise:

- *The upcoming funding round is being developed with the same characteristics as the previous funding round.*
- *It is proposed the allocation methodology will remain unchanged from the previous funding round.*
- *As soon as we have any content I can share I will be in touch.*

Therefore, in my view it isn't necessary for council to write to the Premier about this matter."

Council was successful with three funding applications under the competitive portion of the previous SEQCSP being Lowood pool upgrade (\$2M funding), Esk Crows Nest Road upgrade (\$2.1M funding) and Lowood Minden Road upgrade (Zabels Road section) for \$0.7M funding as well as an allocated funding portion of \$4M. This represented a total of just over \$8M in competitive and allocated funding.

Attachments

Nil

Recommendation

THAT Council note the advice from the Department of State Development, Infrastructure, Local Government and Planning of 6 December 2023 about the South East Queensland Community Stimulus Program 2024-27 and take no further action at this time in respect of the resolution of 15 November 2023 concerning SEQCSP and Works for Queensland funding and further that Council endorse applications for funding under the SEQCSP for Toogoolawah Gateway Centre, Toogoolawah Pool Upgrade, Kilcoy Indoor Sports Centre upgrade stage 1 and development of Mount Glen Rock hiking trails and associated infrastructure.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 12 December 2023
Subject: Contract matter – bridge design and contract administration – Lester Kropp Bridge
File Ref: Grants – programs – Bridges Renewal Program
Action Officer: DFIN

Background/Summary

Council is working towards its largest-ever bridge construction project at Lester Kropp Bridge on Neurum Road, Villeneuve which is funded under the Australian Government's Bridges Renewal Program with an estimated cost exceeding \$7 million. The funding agreement requires completion of the project by November 2025.

The planning for the project is complex and it is considered that there is a limited market for designing the bridge as required. Council officers have been actively liaising with firms who may have the capacity and availability to design the bridge and the recommendation below is based on those discussions.

Attachments

Nil

Recommendation

THAT Council resolves that it is satisfied that because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders for the design and contract administration support required for the reconstruction of Lester Kropp Bridge given the constraints of the funding agreement and endorses a decision to appoint Hatch Group.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Sophie Vogler, Payables and Logistics Officer
Director: Geoffrey Smith, Director Finance
Date: 11 December 2023
Subject: Contract matter – vacuum truck hire from Dully's Designer Homes
File Ref: Financial Management – Creditors
Action Officer: DFIN

Background/Summary

Flood restoration works are being undertaken in the Toogoolawah area.

Council engaged Dully's Designer Homes Pty Ltd to perform vacuum excavation of drainage infrastructure to restore relevant assets as this firm were already on site for bulk excavation works. While the works involved with this matter represent a medium value contract, no competitive quotations were sought for these works which were required for public safety reasons. The work was subcontracted by Dully's Designer Homes Pty Ltd.

Attachments

Nil

Recommendation

THAT to remove any doubt, Council resolves that it is satisfied that there was only one supplier reasonably available to carry out vacuum truck excavation works for Toogoolawah flood recovery and associated works being Dully's Designer Homes Pty Ltd as this firm had control of the relevant sites for construction purposes and the work was required for public safety reasons.

SOMERSET REGIONAL COUNCIL - Officer's Report

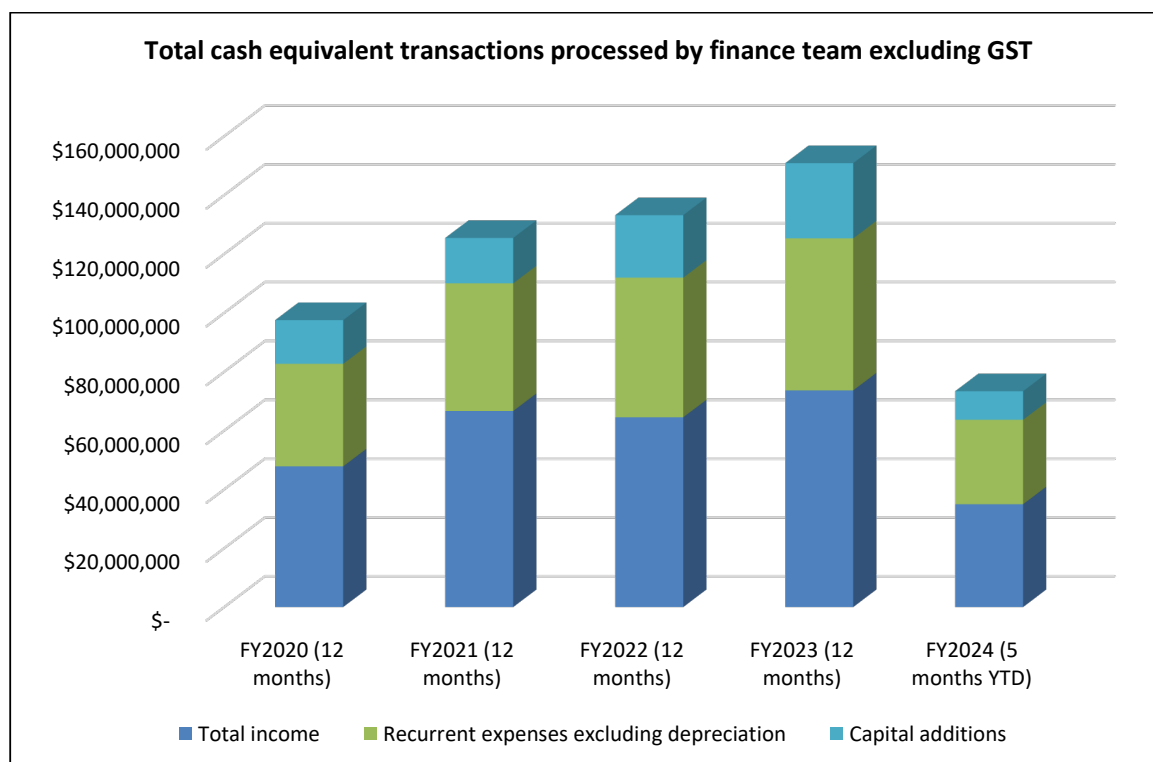
To: Andrew Johnson, Chief Executive Officer
From: Pauline Banditt, Senior Finance Officer
Director: Geoffrey Smith, Director Finance
Date: 8 December 2023
Subject: Finance report
File Ref: Monthly reporting/ finance
Action Officer: DFIN

Background/Summary

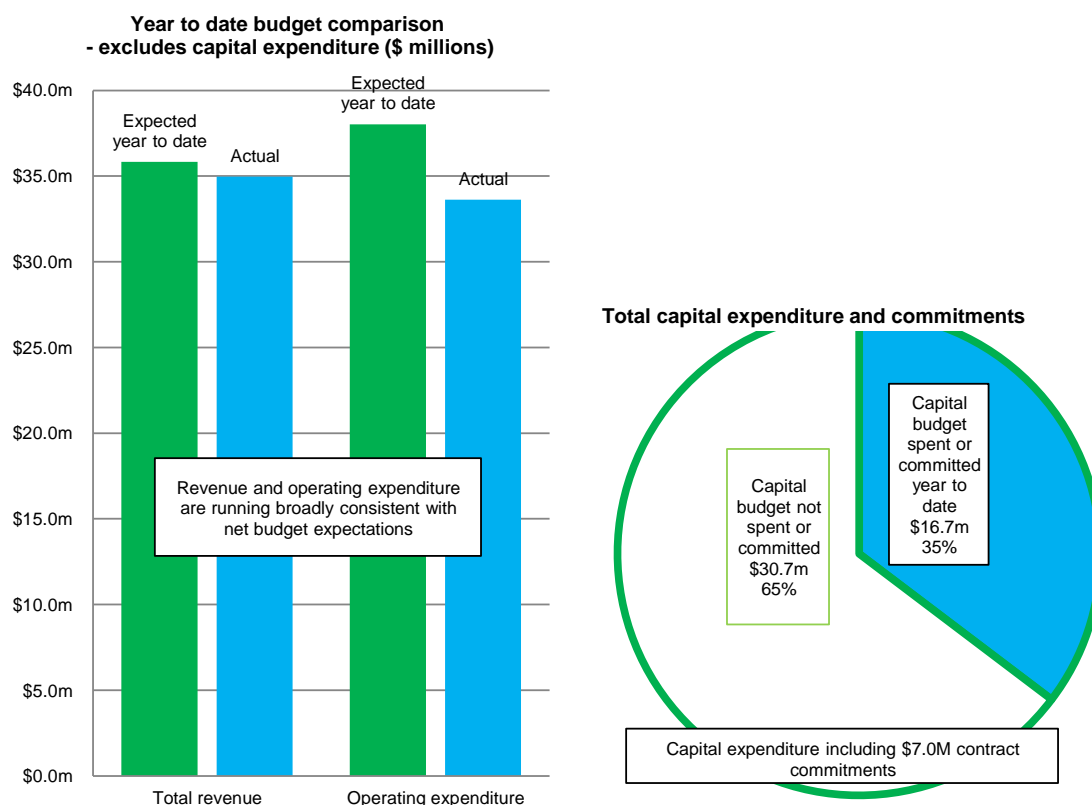
Financial reports

Reports for the period 1 July 2023 to 7 December 2023 are attached detailing the progress that has been made in relation to Council's FY2024 budget consistent with Local Government Regulation 2012 s204.

The finance team has processed cash equivalent transactions (excluding GST and depreciation) to date versus previous years as below. Total FY2023 transactions were 55% greater than FY2020 transactions. This represents a 16%+ year-on-year increase in overall activity. Total transactions after five months of FY2024 are tracking above those of FY2023.



Provisional results for the financial year to date with 44% of the financial year completed are summarised as follows:



Grants

- On 7 November 2023 the Australian Government advised that Council was successful with its \$5M funding application made under the Australian Government's Heavy Vehicle Safety and Productivity Program (HVSPP) on 8 June 2023 as below. Significant effort was invested in preparing this grant application.

To highlight how successful Council has been with this application, Council was advised by the relevant department on 8 December 2023 that "across both BRP and HVSPP Tranche 5, there were 75 applications ... only 18 of those were successful in receiving funding."

Somerset Regional Council's approved funding under the current funding round was greater than that announced for the entire state of Victoria.

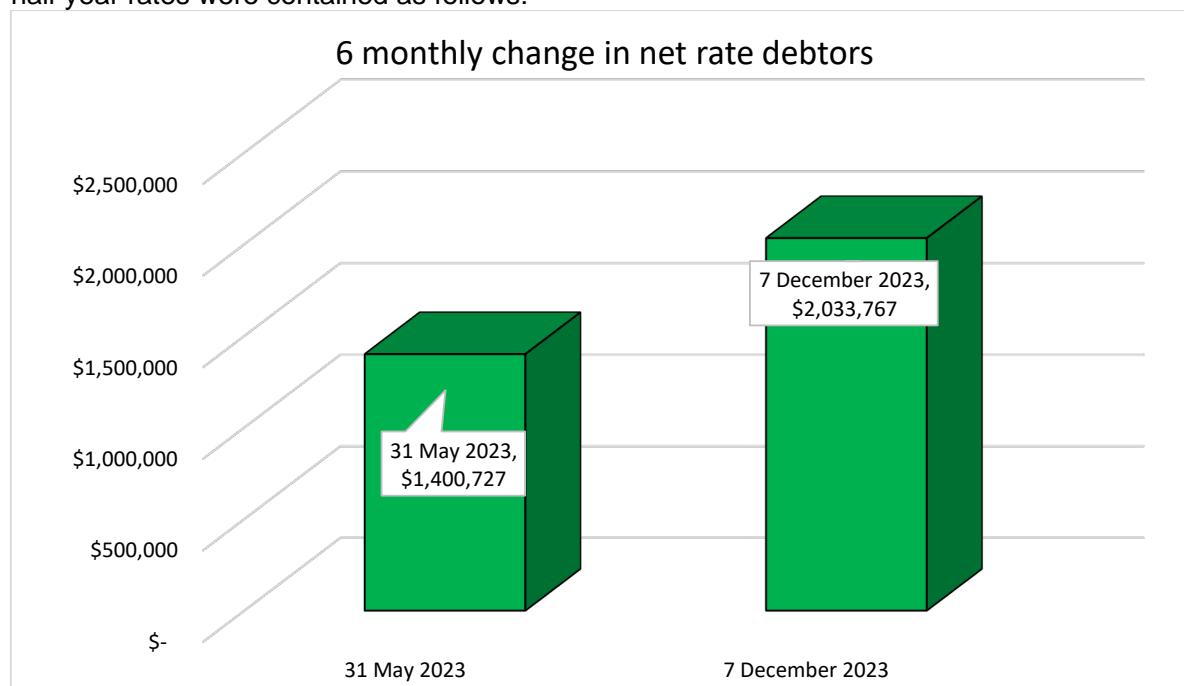
	Project value	HVSPP funding sought
Fernvale South Productivity Link. Construct a new road segment and seal, widen and strengthen existing roads which together will form an inter-highway connecting road along the Fernvale development area southern boundary offering most traffic a 1.92km distance saving compared to longer State-controlled routes while also avoiding Fernvale town centre	\$10,003,000	\$5,000,000

- Council is awaiting the outcome of funding applications lodged under the Queensland Resilience and Risk Reduction Fund (QRRRF) in October/November 2023:

	Project value	QRRRF funding sought
Moore 1A flood/overland flow risk mitigation project	\$303,280	\$151,640
Fernvale 2A flood/overland flow risk mitigation project	\$461,726	\$230,863

Rate recovery

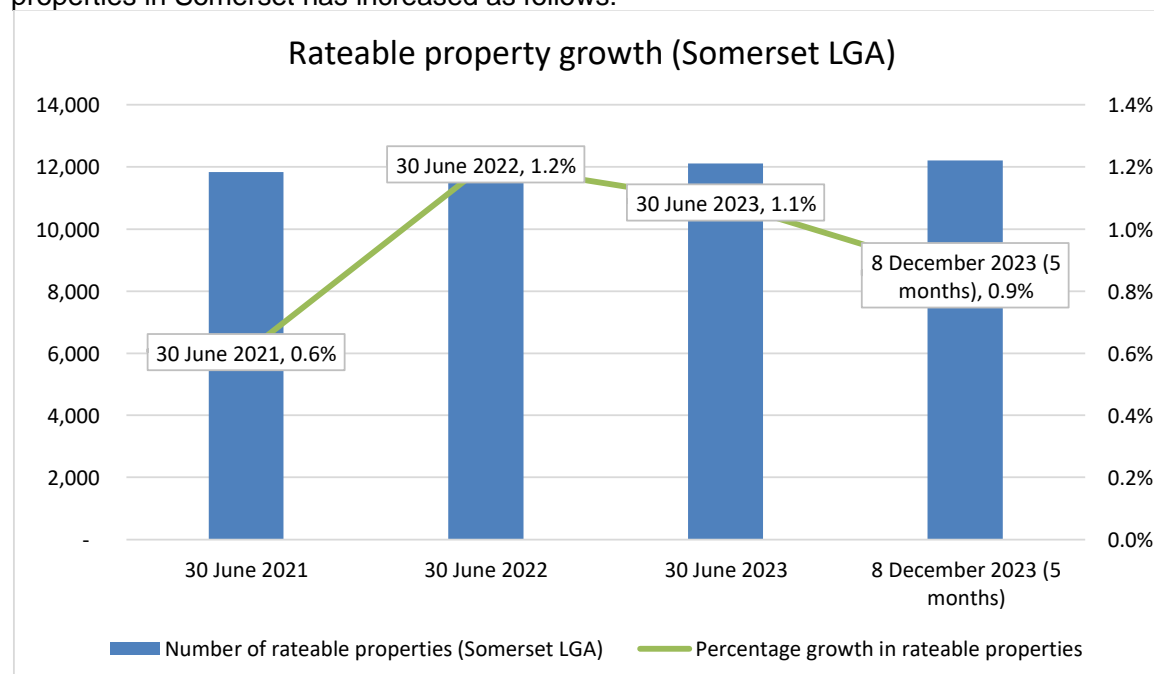
Council issues rate notices each six months. Total rate debtors prior to the issue of current half year rates were contained as follows:



All sale of land for overdue rates actions approved by Council in 2023 have now been completed with overdue rates and legal costs for these properties as per the notices of intention to sell recovered in full. An auction that was scheduled to be held on 5 December 2023 was cancelled as a result.

Growth

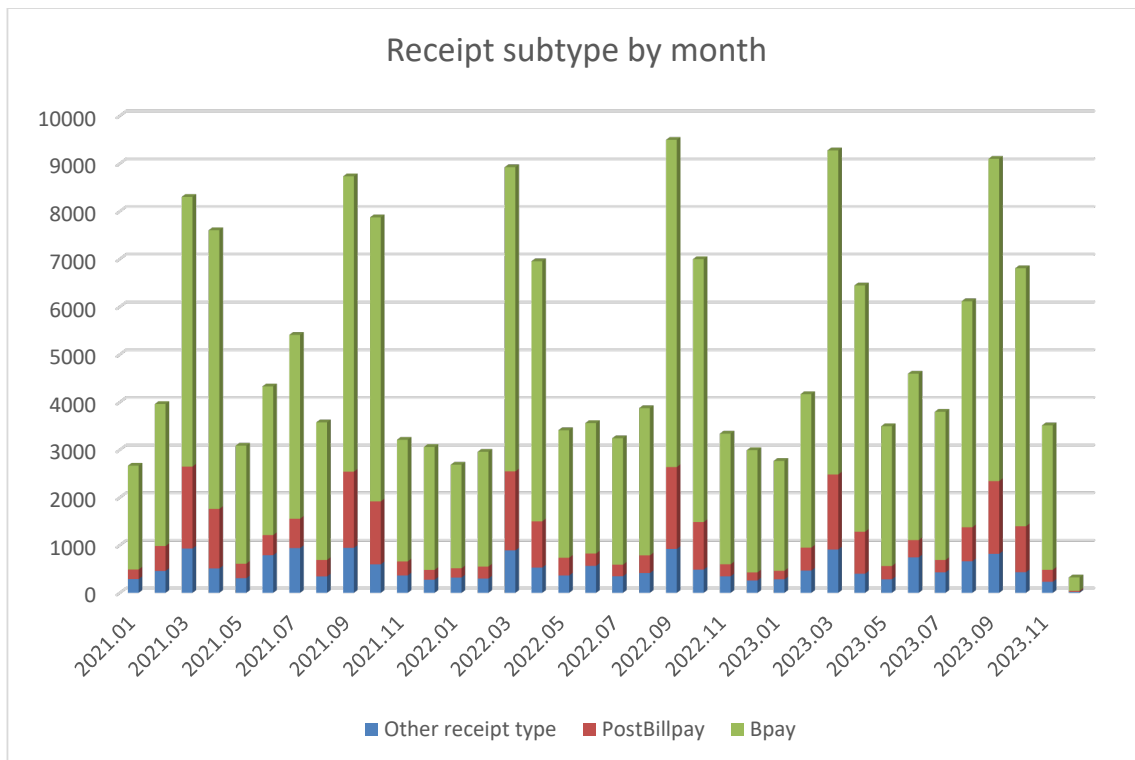
Rateable property data provides an indication of regional growth. The total number of rateable properties in Somerset has increased as follows:



BPAY and PostBillpay

Council's main two electronic receipting methods (BPAY and PostBillpay) are outlined below and account for 90% of total receipts issued by Council. Council incurs agency and merchant fees of around \$80,000 per year to achieve this result.

Council also introduced a new direct debit payment option for rates with the August 2023 rate levy and officers are working to further promote this payment method with the January 2024 rate levy.



Investments

Council relies on interest revenue to keep rates at the lowest possible level. The Reserve Bank of Australia rapidly increased its target interest rate from 0.10% on 3 May 2022 to 4.35% on 6 December 2023.

An investment summary is attached detailing interest earnings from Queensland Treasury Corporation (QTC) cash fund and other sources. Council's key long-term investment strategy has been to maintain interest-bearing credit facilities totalling \$53.8 million to Urban Utilities (UU) which helps fund vital infrastructure like Lowood wastewater treatment plant as well as providing mutual benefit to both UU and Council. These currently carry a combined weighted average interest rate of 3.27%. Interest rates on the UU facilities are reviewed annually by QTC based on the rate resetting formula.

Interest revenue for FY2024 is budgeted at \$253 on average for every rateable property in Somerset. After five months, actual interest revenue is \$178 per property compared to pro rata budget of \$112 per property.

Road maintenance and flood repairs

Council's 30 most costly road segments including both ordinary maintenance and flood repairs for the year to date were as below. Costs per linear metre where relevant has been added for context:

Road segment	Cost (\$000's)	Cost per linear metre (\$)
Glamorgan Vale Rd (flood repairs) 06311Ch7438-Ch7470	128	
Esk Crows Nest Rd (flood repairs) 08911Ch4420-Ch4440	127	
Kangaroo Ck Rd (flood repairs) 03180Ch3220-Ch6820	112	31
Monsildale Rd (flood repairs) 08545Ch1530-Ch3750	91	
Loughrans Rd (flood repairs) 05629Ch0-Ch2200	78	
Eastern Branch Rd (flood repairs) 08554Ch870-Ch2720	75	

Banks Creek Rd (flood repairs) 05482Ch5040-Ch8210	74	23
Banffs La (flood repairs) 05618Ch20-Ch2070	71	
Larsens Rd (flood repairs) 05607Ch3890-Ch5940	71	35
Glenhowden Rd (flood repairs) 08290Ch2430-Ch4480	68	33
Boyces Rd (flood repairs) 03548Ch20-Ch2460	66	27
Kiernan La (flood repairs) 05615Ch20-Ch1560	65	42
Linville Rd (flood repairs) 04092Ch4822-Ch4823	64	
Grieves Rd (flood repairs) 08286Ch5060-Ch7720	63	24
Banks Ck England Ck Rd (flood repairs) 05476Ch240-Ch2910	63	
Beutel Rd (flood repairs) 05514Ch0-Ch1680	63	37
Harris Rd (flood repairs) 05053Ch1040-Ch3310	62	27
Dunore Rd (flood repairs) 07776Ch30-Ch1870	60	33
Ivory Creek Rd (flood repairs) 08338Ch10140-Ch12580	58	24
Minden Post Office Rd (flood repairs) 06682Ch5-Ch40	55	
Clarendon Rd (flood repairs) 09129Ch4920-Ch4930	54	
Mount Byron Rd (flood repairs) 07880Ch2080-Ch3830	54	31
Gregors Creek Rd (bitumen) Ch9580-Ch12550	53	18
Eastern Branch Rd (flood repairs) 08571Ch10110-Ch11410	53	41
Monsildale Creek Rd (flood repairs) 07636Ch790-Ch880	53	
Eastern Branch Rd (flood repairs) 08567Ch7250-Ch8530	52	41
Coogan Rd North (flood repairs) 07789Ch0-Ch1460	49	34
Eastern Branch Rd (flood repairs) 08572Ch11680-Ch12870	48	41
Glen Esk Rd South (flood repairs) 08444Ch410-Ch1640	46	
Kipper Creek Rd (flood repairs) 01785Ch1710-Ch1710	44	
Subtotal (\$000's)	\$2,020	

Special road maintenance/ renewal

In addition to ordinary bitumen road maintenance and flood repairs, expenditure on resealing of bitumen roads is budgeted for FY2024 at \$2.3M. Resealing is a necessary part of the ongoing cost of managing the sealed road network.

Attachments

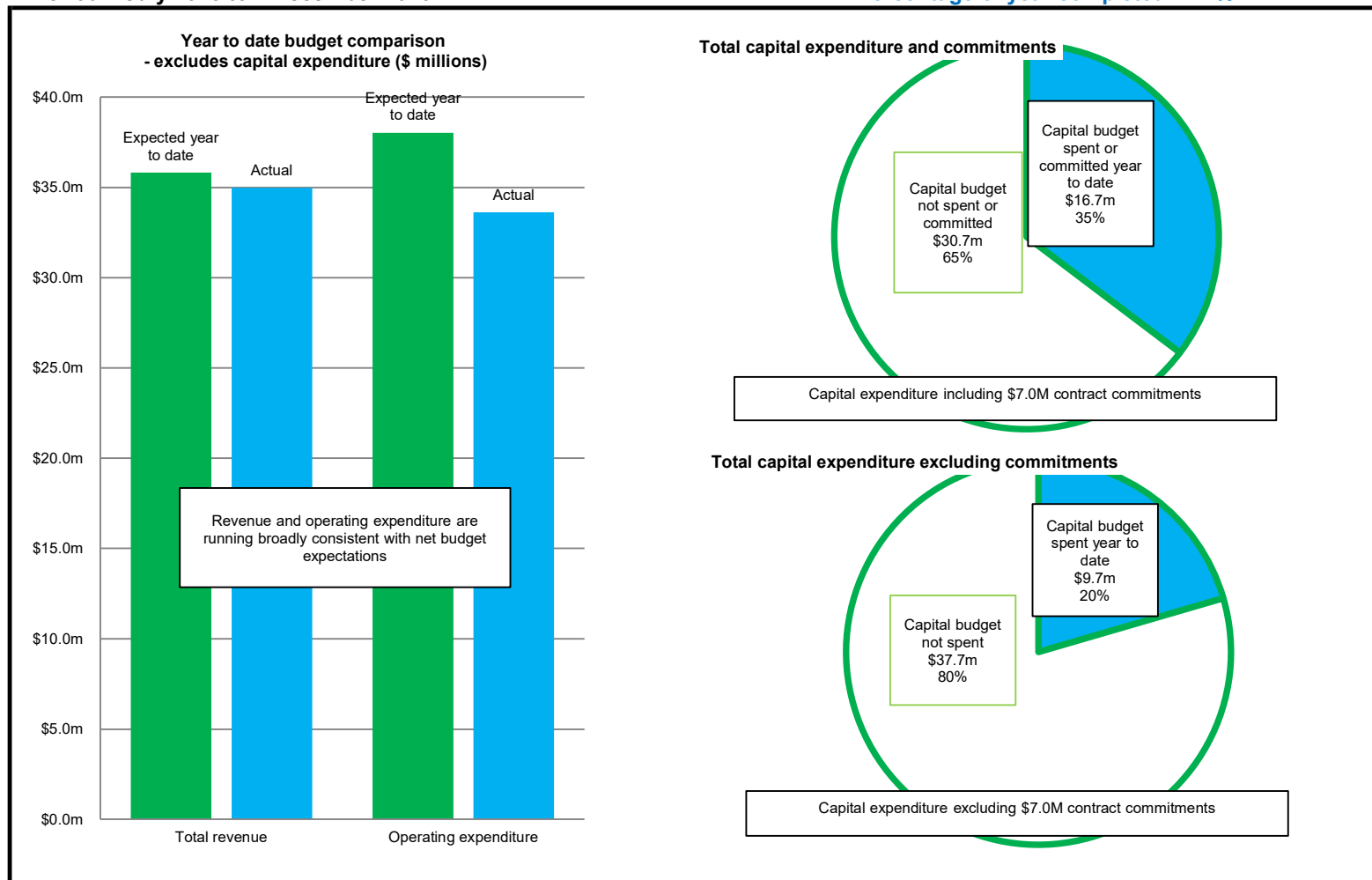
Financial reports and payment listings

Recommendation

THAT Council receive the financial reports for 1 July 2023 to 7 December 2023 and the report on payments processed from 31 October 2023 to 8 December 2023 totalling \$13,108,909.51 and that the contents be noted.

Operating and capital financial summary - provisional, unaudited
Period 1 July 2023 to 7 December 2023

Percentage of year completed = 44%



Somerset Regional Council
Balance sheet
As at 7 December 2023

Unaudited - for internal purposes only - pending accrual adjustments

	30 June 2023	7 December 2023	
	\$000's	\$000's	Change
Assets			
Operating and trust cash to account	58,397	51,368	
Rate debtors	1,269	2,034	
Other receivables	57,470	56,376	
Investment in Urban Utilities	30,726	30,726	
Inventories	746	1,117	
Property, plant, equipment, work in progress, land	453,718	458,166	
Total assets	602,326	599,787	
Liabilities			
Trade creditors, accruals and other liabilities	38,264	34,379	
Total liabilities	38,264	34,379	
Net community assets	564,062	565,408	0%

Somerset Regional Council

Operating results

Period 1 July 2023 to 7 December 2023

Unaudited - for internal purposes only - pending accrual adjustments

	Budget (\$000's)	Expected year to date (\$000's)	Actual (\$000's)	Variance (\$000's) - favourable/ (unfavourable)	Comment
OPERATING PROGRAMS	19,555	(2,196)	1,346	3,542	
Total revenue	78,945	35,826	34,968	(858)	-1%
Capital grants and subsidies	24,868	13,840	13,840	-	\$13.2M cash is held in unacquired grants for projects not yet finalised
Operating revenues	54,077	21,986	21,128	(858)	-2%
Operating grants and subsidies	5,373	2,223	435	(1,788)	FY24 Financial Assistance Grant was 96% prepaid in June 2023
Other revenue	2,051	1,001	1,120	119	
Nett rates and charges	30,660	15,330	15,107	(223)	
Interest earned	3,092	1,367	2,173	806	Interest rates are higher than budgeted
Contributions from developers and others	-	-	-	-	
Profit/ (loss) on disposal of non-current assets	-	-	-	-	
Dividend/ tax equivalent - UU	1,968	261	325	64	
Fees and charges	2,078	1,251	1,371	120	
Contract works revenue	8,855	552	597	45	
Operating expenditure	59,390	38,022	33,622	4,400	7%
Labour, plant and materials - operating purposes	48,078	33,018	28,725	4,293	
Depreciation (interim)	11,312	5,004	4,897	107	

SOMERSET REGIONAL COUNCIL
Variance Reports
Actual versus budget workings income and expenditure by activity
Unaudited - for internal purposes only
Period 1 July 2023 to 7 December 2023

Pay Period from - 01-Jul-23

Pay Period to - 07-Dec-23

Period elapsed - 44%

Ref	Description	Budget (\$000's)	Expected year to date (\$000's)	Actual (\$000's)	Variance (\$000's)	Comment
		Revenue or (cost)	Revenue or (cost)	Revenue or (cost)	Favourable (Unfavourable)	
	Detailed cost centres					
4000-0001	CORPORATE AND COMMUNITY	(7,456)	(3,531)	(3,452)	79	Within expected limits
4000-0002	CORPORATE SUPPORT	(2,742)	(1,531)	(1,432)	99	Within expected limits
4056-1000	Sundry Income	3	1	34	33	
4058-1000	Qld Govt Agency Program revenue	77	39	39		
4110-2000	Corporate labour costs	(1,251)	(553)	(468)	85	
4120-2000	Corporate costs other than labour	(615)	(272)	(214)	58	
4121-2000	Insurance - property/ public liability	(383)	(383)	(377)	6	
4124-2000	Subscriptions	(77)	(77)	(74)	3	
4130-2000	Corporate buildings repairs and maintenance	(34)	(15)	(18)	(3)	
4760-2000	Operating costs - information technology	(568)	(251)	(314)	(63)	
4710-2000	Hardware - information technology	(43)	(19)	(40)	(21)	
4999-2000	Internal cost allocations	149				
4508-0002	SOMERSET CIVIC CENTRE	(601)	(266)	(211)	55	Within expected limits
4508-1000	Esk Somerset Civic Centre revenue	40	18	65	47	
4508-2000	Esk Somerset Civic Centre operations	(641)	(284)	(276)	8	
4300-0002	LIBRARIES	(1,094)	(484)	(416)	68	Within expected limits
4320-1000	Grant for library book purchases	126	56	31	(25)	
4320-2000	Purchase of new library books	(126)	(56)	(40)	16	
4355-2000	Other operating expenses - libraries	(169)	(75)	(50)	25	
4325-1000	Library operational grants	12	5	20	15	
4325-2000	Library operational grant expenditure	(9)	(4)	(6)	(2)	
4330-1000	Sundry Income - libraries	9	4	3	(1)	
4365-2000	Repairs and maintenance expenses - libraries	(59)	(26)	(35)	(9)	
4350-2000	Labour costs - libraries	(878)	(388)	(339)	49	
	COUNCIL PROPERTIES - Income	357	157	158	1	Within expected limits
4565-1000	Coominya refuse and recycling facility	4	2		(2)	
4515-1000	Esk (Farm Supplies Shed) Neilsen Place	43	19	23	4	
4541-1000	Esk Motorola Tower Lakeview Park			9	9	
4522-1000	Esk Racecourse Showgrounds	2	1	1		
4561-1000	Fernvale billboard/ Fernvale sports park	11	5	3	(2)	
4547-1000	Fernvale Campdraft Grounds	5	2	1	(1)	
4558-1000	Fernvale communications tower sites	73	32	14	(18)	
4543-1000	Fernvale Community Hall	7	3	4	1	
4534-1000	Fernvale Futures Complex	18	8	3	(5)	
4566-1000	Fernvale UU lease - L99 CC3429 - Ferny Gully	1				
4514-1000	Grazing Rights - various rural properties	28	12	5	(7)	
4585-1000	Kay Avery Place					
4571-1000	Kilcoy aerodrome					
4578-1000	Kilcoy communications tower site	9	4		(4)	
4594-1000	Kilcoy Information Centre/ Healthy Land and Water lease	12	5	9	4	
4582-1000	Kilcoy Memorial Hall	11	5	5		
4586-1000	Kilcoy Motocross Club	2	1	2	1	
4575-1000	Kilcoy Showgrounds	46	20	45	25	
4579-1000	Kilcoy Yowie Park concessions (eg food vans)	2	1	1		
4532-1000	Lowood Enterprise Centre	28	12	14	2	
4533-1000	Railway Corridor Land - various locations	8	3		(3)	
4505-1000	Railway Street Lowood - various business premises	20	9		(9)	
4530-1000	Somerset Dam Coronation Hall - hire charges	15	7	6	(1)	
4512-1000	Tennis Clubs	3	1		(1)	
4567-1000	Wivenhoe Pocket NBN lease	12	5	13	8	
4500-0002	COUNCIL PROPERTIES - Expenditure	(853)	(376)	(467)	(91)	Within expected limits
4520-2000	Buildings on railway land	(141)	(63)	(22)	41	
4530-2000	Coronation Hall Somerset Dam	(23)	(10)	(24)	(14)	Higher than expected cleaning contracts
4504-2000	Esk racecourse showground	(72)	(32)	(49)	(17)	Unbudgeted economic consultancy ahead of grant application
4524-2000	Esk Heap Street former fire station	(3)	(1)		1	
4548-2000	Fernvale campdraft grounds	(66)	(29)	(14)	15	
4543-2000	Fernvale community hall	(18)	(8)	(17)	(9)	
4559-2000	Fernvale PCYC	(157)	(69)	(53)	16	
4585-2000	Kay Avery Place Kilcoy	(30)	(13)	(3)	10	
4572-2000	Kilcoy airfield					
4588-2000	Kilcoy Lions Building	(0)				
4583-2000	Kilcoy Memorial Hall	(27)	(12)	(32)	(20)	Unbudgeted catering equipment

SOMERSET REGIONAL COUNCIL

Variance Reports

Actual versus budget workings income and expenditure by activity

Unaudited - for internal purposes only

Period 1 July 2023 to 7 December 2023

Pay Period from - 01-Jul-23

Pay Period to - 07-Dec-23

Period elapsed - 44%

Ref	Description	Budget (\$000's)	Expected year to date (\$000's)	Actual (\$000's)	Variance (\$000's)	Comment
		Revenue or (cost)	Revenue or (cost)	Revenue or (cost)	Favourable (Unfavourable)	
4576-2000	Kilcoy racecourse showgrounds	(86)	(38)	(112)	(74)	Unbudgeted water upgrade (contributed to by Kilcoy Race Club)
4578-2000	Kilcoy sports centre operations - indoor	(94)	(41)	(38)	3	
4580-2000	Kilcoy sports centre operations - Hopetoun fields	(18)	(8)	(4)	4	
4595-2000	Lowood Community Centre Peace St	(1)		(1)	(1)	
4523-2000	Lowood Recreation Complex	(32)	(14)	(92)	(78)	Unbudgeted upgrade to recreation complex
7347-2000	Lowood Telstra Site	(1)				
4511-2000	Lowood Walters Street building (former SES)	(1)				
4509-2000	Old Lowood library building (hub)	(1)	(1)		1	
4507-2000	Rental - Watts Bridge Airfield					
4560-2000	Repairs & maintenance - rental properties	(6)	(3)	(1)	2	
4587-2000	Sheepstation Hall site	(1)				
4528-2000	Storage building - 82 Ipswich St Esk costs	(0)				
4538-2000	Tennis assets	(41)	(18)		18	
4536-2000	Toogoolawah gym	(29)	(13)	(4)	9	
4506-2000	Toogoolawah old water treatment plant	(6)	(3)	(1)	2	
4591-2000	Yowie Park - Art Gallery	(0)				
4592-2000	Yowie Park - Craft Cottage	(0)				
4590-2000	Facilities maintenance coordinator					
4600-0002	COMMUNITY/ CULTURE/ RECREATION	(1,232)	(469)	(584)	(115)	Within expected limits
4605-1000	Grants - social services program - ongoing	254	112	155	43	
4662-1000	Grants - social services program - once off			10	10	
4680-2000	Youth development program - expenditure	(147)	(65)	(23)	42	
4660-2000	Operating expenses - social services program	(175)	(77)	(170)	(93)	Over expenditure was necessary to acquit grants from previous years (eg. Housing needs consultancy)
4615-2000	Community recovery officer - expenditure			(81)	(81)	Grant funded
4663-2000	Localised Mental Health Initiative Costs			(17)	(17)	
4596-1000	Community Wellness Hubs			2	2	
4610-1000	Grants - Regional Arts Devel Fund - grants received			27	27	
4610-2000	Grants - Regional Arts Devel Fund - payments	(40)	(18)	(25)	(7)	
4620-1000	Condensery grants - various revenue			28	28	
4657-2000	Condensery grants - various expenditure			(9)	(9)	
4659-1000	Arts Qld Play Local Program grants					
4659-2000	Arts Qld Play Local Program expenditure					
4650-2000	Grants to community groups (CAG)	(183)	(81)	(74)	7	
4568-1000	Mayoral Gala Ball 2023 revenue			37	37	FY2024 sponsorship revenue mainly received in FY2023
4568-2000	Mayoral Gala Ball 2023 expenditure			(52)	(52)	
4645-2000	Donations from Mayoral Charity Ball Fund			(9)	(9)	
4607-1000	Qld Remembers grants					
4607-2000	Qld Remembers expenditure			(3)	(3)	
4651-2000	Recreation reserves operating expenses	(3)	(1)		1	
4020-1000	Toogoolawah Gym capital funding					
4616-1000	Mountain to Mountain capital funding		94	94		
4673-1000	Sporting Recurrent Grants - Other			10	10	
7340-2000	Swimming pool operations	(471)	(208)	(267)	(59)	Unbudgeted Pool Tiling/Safety signage
4665-2000	Sport and recreation program	(377)	(167)	(115)	52	
4670-1000	BBRF4_HostingQldCrossCountryStateCh					
4667-1000	Somerset Rail Trail Classic - revenue	10	10	14	4	
4674-2000	Somerset Rail Trail Classic - expenditure	(41)	(41)	(80)	(39)	
4671-1000	Sport+Recn Participant Contributions					
4672-2000	Sport+Recn Participant Program costs	(61)	(27)	(36)	(9)	
	MARKETING AND PROMOTION	(1,292)	(562)	(500)	62	Within expected limits
4555-2000	Esk Visitor Information Centre	(216)	(96)	(61)	35	
4556-2000	Fernvale Visitor Information Centre	(159)	(70)	(98)	(28)	
4554-2000	Kilcoy Visitor Information Centre	(180)	(80)	(77)	3	
4557-2000	Toogoolawah Condensery/ gallery/ visitor information	(272)	(120)	(143)	(23)	
4570-1000	Promotions revenue			5	5	
4570-2000	Promotions - other expenses	(428)	(189)	(134)	55	
4655-1000	Australia Day Community Grant			8	8	
4653-2000	Australia Day costs	(20)				
4652-2000	Community events and celebrations	(16)	(7)		7	

SOMERSET REGIONAL COUNCIL

Variance Reports

Actual versus budget workings income and expenditure by activity

Unaudited - for internal purposes only

Period 1 July 2023 to 7 December 2023

Pay Period from - 01-Jul-23

Pay Period to - 07-Dec-23

Period elapsed - 44%

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		Revenue or (cost)	Revenue or (cost)	Revenue or (cost)	Favourable (Unfavourable)	
5000-0002	PROGRAM - HUMAN RESOURCES/ CUSTOMER SERVICE	(2,651)	(1,175)	(1,153)	22	Within expected limits
5003-1000	Grants Traineeships	150	65	10	(55)	
5110-2000	Labour costs/ customer service	(908)	(402)	(399)	3	
5150-2000	Labour costs/ human resources	(1,079)	(477)	(429)	48	
5160-2000	Other expenses - human resources	(325)	(144)	(73)	71	
4140-2000	Fringe Benefits Tax	(116)	(51)	(35)	16	
5161-2000	Personal protective items	(124)	(55)	(44)	11	
5170-2000	Staff training	(250)	(111)	(183)	(72)	Over expenditure of \$34k is for Team Building event
6000-0001	PROGRAM - FINANCE	34,652	17,068	15,940	(1,128)	Within expected limits
6105-1000	General rates	29,171	14,585	14,238	(347)	Unexpected valuation cancellations and reductions
6115-1000	Internal rates	(108)	(54)	(57)	(3)	
6125-1000	Interest on rates and charges	135	59	110	51	
6135-1000	Discount on general rates	(3,914)	(1,957)	(1,858)	99	Less ratepayers have taken advantage of the discount period than expected
6107-1000	Change of ownership fees	85	42	38	(4)	
6108-1000	Ex - gratia Treasury payments (SEQWater rates)	1,429	714	714	(0)	
4051-1000	State Govt Emergency Management Levy retention	46	23	23		
6116-2000	State Govt Emergency Management Levy expense	(31)	(16)	(15)	1	
6145-1000	State pensioner rate subsidy			(3)	(3)	
6147-1000	Council pensioner rate subsidy	(2)	(1)	(1)		
4060-1000	Property search fee revenue	367	162	170	8	
6205-1000	Financial assistance grants	4,397	1,945	96	(1,849)	Grant was 94% prepaid to Council in June 2023
6279-1000	Interest income	2,957	1,308	2,063	755	Interest rates are higher than budgeted
6280-1000	Share of profit - Urban Utilities	1,378				
6281-1000	Urban Utilities tax equivalent receipts	590	261	325	64	
6450-2000	Labour costs/ finance	(1,667)	(737)	(709)	28	
6520-2000	State valuations + other operating	(214)	(47)	(30)	17	
4455-2000	Stores operations	(15)	(4)	(10)	(7)	
6530-2000	Audit	(143)	(32)	(35)	(4)	
6601-2000	Merchant fees/ bank charges	(80)	(35)	(36)	(1)	
6625-2000	Bad & doubtful debts	(6)				
6805-2000	Annual leave	(1,499)				
6815-2000	Long service leave	(359)				
6820-2000	Public holidays	(725)	(145)	(130)	15	
6825-2000	Superannuation	(2,153)	(952)	(939)	13	
6810-2000	Sick leave	(637)	(282)	(210)	72	
6811-2000	Natural disaster leave					
6813-2000	Severance/ other					
6830-2000	Work Cover insurance and costs	(486)	(486)	(601)	(115)	Unexpectedly high insurance premium
6835-2000	Pay Adjustments - Backpay			(6)	(6)	
6855-2000	COVID19 Special Leave					
6840-2000	Wet weather	(117)	(52)	(26)	26	
6845-2000	Floating plant & loose tools	(61)	(27)	(52)	(25)	
6998-2000	Employee oncost recoveries	6,315	2,793	2,881	88	
7000-0001	PROGRAM - OPERATIONS	746	(12,513)	(8,445)	4,068	Within expected limits
7000-0002	DISASTER MANAGEMENT	(64)	42	66	24	Within expected limits
7005-1000	SES operating grants	22	22	22	0	
7010-1000	SES capital grants		57	57		
7033-1000	Get Ready Queensland funding	15	15	15	1	
7027-1000	Flood study grants					
7026-2000	Flood study expenditure					
7023-1000	QERMF_Risk Hazard Assessment (with LVRC)					
7023-2000	QERMF_Risk Hazard Assessment (with LVRC)					
7029-1000	DCDSS_Qld BushfiresCOMA (with LVRC)	300				
7029-2000	DCDSS_Qld BushfiresCOMA (with LVRC)	(149)				
7034-1000	DRFA_BushfireSep-Dec2019_CDO					
7033-2000	Get Ready Queensland expenditure	(15)				
6136-1000	Council SES levy revenue	338	169	169		
4036-1000	Rural fire levy revenue	316	158	159	1	
4036-2000	Contributions to rural fire brigades	(316)	(158)	(159)	(1)	
7044-2000	Bushfire expenditure	(10)	(4)	(10)	(6)	

SOMERSET REGIONAL COUNCIL

Variance Reports

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Pay Period to - 07-Dec-23

Period elapsed - 44%

Ref	Description	Budget (\$000's)	Expected year to date (\$000's)	Actual (\$000's)	Variance (\$000's)	Comment
		Revenue or (cost)	Revenue or (cost)	Revenue or (cost)	Favourable (Unfavourable)	
7034-2000	Other disaster management expenses	(425)	(188)	(169)	19	
7036-2000	SES plant and equipment internal hire	(76)				
7040-2000	Other operating expenses - SES	(64)	(28)	(18)	10	
7100-0001	ENGINEERING OFFICE	12,337	(638)	(249)	389	Within expected limits
7106-1000	Grant - Roads to Recovery	988				
7110-1000	Grant - Preparing Australian Communities Program	4,567				
7111-1000	Grant - Regional Roads/ TIDS	634				
7104-1000	SEQ City Deal Liveability Fund	1,660				
7108-1000	BVRT Queensland Government DTMR Grant	100				
7116-1000	Competitive Bridges Renewal Program funding	5,000				
7115-1000	Competitive Heavy Vehicle Safety & Productivity Program	1,147	3,658	3,658		
7120-1000	TMR - Walking Local Govt Grants Program					
7114-1000	Competitive URCSP - Lowood Minden /Green Valley					
7121-1000	Local Roads & Community Infrastructure grants #3		292	292		
7030-1000	Competitive Risk Resilience Grants - culverts	563	141	141		
7113-1000	Local Roads & Community Infrastructure grants #4	1,558				
7118-1000	Principal Cycle Network funding					
7024-1000	Local Economic Recovery program grants		203	203		
7123-1000	SEQ community Stimulus Program non competitive	3,661				
7132-1000	Competitive SEQCSP - EskCrowsNest-Tmba Boundary	4,740				
7133-1000	Competitive SEQCSP - Lwd-MindnRd -MindenVillage					
7134-1000	Competitive SEQCSP - LwdPool-safe & fun for everyone					
7107-1000	Black Summer Bushfire Recovery Competitive Grants	250				
4614-1000	LGGSP - Rooftop solar installations stage 2					
7565-1000	RecoveryResilienceGrant -SRC0084.2122		700	700		
7127-1000	Cash Contributions Developers			(24)	(24)	
7150-2000	Labour costs - engineering office	(2,090)	(924)	(779)	145	
7160-2000	Other operating expenses - engineering	(776)	(343)	(121)	222	
7415-2000	Operating expenses - depots	(262)	(116)	(160)	(44)	
7299-2000	Maintenance internal transfers	202				
7170-2000	Depreciation - roads	(6,548)	(2,896)	(2,835)	61	
7171-2000	Depreciation - underground drains	(400)	(177)	(173)	4	
7172-2000	Depreciation - bridges	(972)	(430)	(421)	9	
7173-2000	Depreciation - paths	(459)	(203)	(199)	4	
7180-2000	Depreciation - other buildings	(1,227)	(543)	(531)	12	
7200-0002	MAINTENANCE	(10,739)	(9,691)	(6,975)	2,716	Within expected limits
7200-0003	Road street and bridge maintenance	(7,420)	(8,166)	(5,710)	2,456	Within expected limits
7220-2000	Street maintenance	(1,047)	(463)	(402)	61	
7270-2000	Rural road maintenance	(6,180)	(2,733)	(311)	2,422	Adjustments between ordinary road maintenance expenditure and flood restoration expenditure
7561-1000	Flood restoration - grants		8,695	8,695		
7569-2000	Flood restoration - expenditure		(13,580)	(13,580)		
7230-2000	Footpaths and bikeways maintenance	(113)	(50)	(75)	(25)	
7360-2000	Gravel operations (own roads) - nett (cost) or recovery			(5)	(5)	
7310-2000	Bridge maintenance	(80)	(35)	(32)	3	
7320-0003	Town and village facilities	(3,705)	(1,607)	(1,425)	182	Within expected limits
7330-2000	Town stewardship/ parks and gardens	(2,130)	(942)	(777)	165	
7333-2000	Maintenance - public conveniences	(820)	(363)	(378)	(15)	
7210-2000	Street lighting	(290)	(128)	(144)	(16)	
7346-1000	Maintenance rail corridor land - income	56	56	60	4	
7825-1000	Cemetery revenue	194	86	103	17	
7870-2000	Cemetery expenditure	(353)	(156)	(117)	39	
7321-2000	Water supplied to council	(183)	(81)	(60)	21	
7322-2000	Sewerage services to council	(104)	(46)	(75)	(29)	
7336-2000	Vandalism	(25)	(11)	(26)	(15)	
7337-2000	CCTV operations	(24)	(11)	(1)	10	
7345-2000	Maintenance of skate parks	(25)	(11)	(10)	1	
7400-0003	Workshop and depots	385	82	160	78	Within expected limits
7425-1000	Fuel rebates	88				
7416-2000	Two Way Radio Site Rental Costs	(4)	(2)	(3)	(1)	
7430-2000	Depreciation - plant	(1,463)	(647)	(633)	14	
7431-2000	Tyres and batteries	(120)	(53)	(54)	(1)	
7432-2000	Registration	(88)	(88)	(88)		
7433-2000	Workshop wages	(622)	(275)	(297)	(22)	
7435-2000	Vehicle leasing and plant hire	(436)	(193)	(191)	2	
7434-2000	Fuel and oil	(1,110)	(491)	(523)	(32)	

SOMERSET REGIONAL COUNCIL

Variance Reports

Actual versus budget workings income and expenditure by activity

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Pay Period to - 07-Dec-23

Period elapsed - 44%

Ref	Description	Budget (\$000's)	Expected year to date (\$000's)	Actual (\$000's)	Variance (\$000's)	Comment
		Revenue or (cost)	Revenue or (cost)	Revenue or (cost)	Favourable (Unfavourable)	
7436-2000	Parts and outside labour	(451)	(200)	(194)	6	
7449-2000	Internal plant recoveries	4,592	2,031	2,143	112	
7500-0002	RECOVERABLE WORKS	1,948	(1,413)	(1,395)	18	Within expected limits
7510-1000	Main Roads maintenance - revenue	3,442	493	493		
7560-2000	Main Roads maintenance - expenditure	(2,776)	(1,905)	(1,905)		Contract limits may be met before June 2024
7556-1000	Main Roads capital works - revenue	5,350		41	41	
7556-2000	Main Roads capital works - expenditure	(4,066)		(14)	(14)	
7530-1000	Recoverable works revenue - other	7	3	3		
7580-2000	Recoverable works costs - other	(10)	(4)	(13)	(9)	
7900-0002	WASTE MANAGEMENT	(2,735)	(813)	108	921	Within expected limits
7905-1000	Garbage charges	4,251	2,126	2,154	28	
7925-1000	Waste fees - domestic waste	30	13	16	3	
7926-1000	Waste fees - commercial waste	1	1		(1)	
7927-1000	Waste income - recycling	80	35	52	17	
7942-2000	State Waste Levy	(263)	(116)	(116)		
7940-2000	Operating expenses - waste management	(3,453)	(1,527)	(791)	736	Kilcoy landfill rehabilitation is below budget
7939-2000	Waste collection contract portion	(2,796)	(1,237)	(1,102)	135	
7943-2000	Depreciation - refuse management	(244)	(108)	(105)	3	
7950-2000	Waste Mgt Internal Transfers	(343)				
8000-0001	PROGRAM - PLANNING/ DEVELOPMENT	(3,985)	(1,247)	(866)	381	Within expected limits
7960-0002	REGULATORY - ENVIRONMENT - HEALTH	(2,223)	(624)	(463)	161	Within expected limits
	Regulatory services					
7965-1000	Animal fees		327	327		
7831-1000	Fines - infringement notices	15	7	13	6	
7980-1000	Kennels amenity special charge	18	9	9	(0)	
7970-2000	Local laws labour and plant costs	(692)	(306)	(217)	89	
7975-2000	Other local laws costs	(55)	(24)	(13)	11	
	Environment					
7840-1000	Environmental levy	501	251	251	1	
7844-1000	Other environmental revenue			2	2	
7815-1000	Quickspray hire	10	4	1	(3)	
7852-1000	SEQ COM Black Snake Ck Revegetation					
7852-2000	SEQ COM Black Snake Ck Revegetation					
7883-2000	Bushfire Recovery - Cat D expenditure					
8145-2000	Natural resource management	(266)	(118)	(76)	42	
8022-2000	QRA_QLDbushfires_GreenArmy					
7860-2000	Other operating expenses - health and environment	(11)	(5)	(2)	3	
7845-2000	Tree Planting			(18)	(18)	
7885-2000	Pest management costs	(1,242)	(549)	(518)	31	
8171-2000	Other environmental expenditure	(40)	(18)	(34)	(16)	
7881-2000	Wild animal bounties	(19)	(8)	(5)	3	
	Public health					
7809-1000	Domestic water carrier permits	2	1	1		
7810-1000	Food hygiene rates	35	18	17	(1)	
7818-1000	Other health fees	4	2	2		
7805-1000	Grants - health/ immunisation programs					
7855-2000	Labour costs - health and environment	(483)	(214)	(203)	11	
8000-0002	ECONOMIC DEVELOPMENT	(268)	(119)	(76)	43	Within expected limits
8051-2000	Lowood development properties	(1)	(1)		1	
8052-2000	Other economic development	(266)	(118)	(76)	42	
8021-2000	Business Recovery Officer					
8100-0002	LAND USE PLANNING	(1,582)	(542)	(389)	153	Within expected limits
8120-1000	Fees and charges - planning	661	292	370	78	
8142-2000	Planning scheme amendments	(350)		(3)	(3)	
7981-1000	Poultry industry inspection special charge	22	11	11		
7982-1000	Extractive industry inspection program special charge	32	16	18	2	
8146-2000	Subscriptions	(64)	(28)	(18)	10	
8155-2000	Labour costs - planning	(1,343)	(594)	(482)	112	
4160-2000	Legal Expenses	(420)	(186)	(207)	(21)	
8156-2000	Planning consultants	(120)	(53)	(78)	(25)	
8200-0002	BUILDING SERVICES	88	38	62	24	Within expected limits
8220-1000	Fees and charges - building	720	318	331	13	
7854-1000	Seqwater-wastewater risk mitigation income					

SOMERSET REGIONAL COUNCIL

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		Revenue or (cost)	Revenue or (cost)	Revenue or (cost)	Favourable (Unfavourable)	
7854-2000	Seqwater-wastewater risk mitigation expenditure			(17)	(17)	
8255-2000	Labour costs - building	(619)	(274)	(247)	27	
8265-2000	Other operating expenses - building	(14)	(6)	(5)	1	
9000-0002	PROGRAM - EXECUTIVE	(1,750)	(798)	(678)	120	Within expected limits
9027-2000	Professional education expenses - Cr Brieschke	(6)	(6)	(1)	5	
9036-2000	Professional education expenses - Cr Choat	(6)	(6)	(2)	4	
9035-2000	Professional education expenses - Cr Gaedtke	(6)	(6)	(4)	2	
9037-2000	Professional education expenses - Cr Isidro	(6)	(6)	(2)	4	
9038-2000	Professional education expenses - Cr Wendt	(6)	(6)	(3)	3	
9034-2000	Professional education expenses - Cr Whalley	(6)	(6)	(2)	4	
9040-2000	Professional education expenses - Mayor Lehmann	(8)	(8)	(2)	6	
9055-2000	Operating expenses - elected members	(807)	(357)	(354)	3	
9065-2000	Labour costs - executive	(695)	(307)	(296)	11	
9070-2000	Other operating costs - executive	(204)	(90)	(12)	78	

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TOTAL BUILDINGS AND STRUCTURES	5,291	1,558	662	2,219	3,068	Within expectations
Animal Pound Large - Relocate to Esk	-	1	1	2	(2)	
Consult Implement Contractor Mgmt Framework	25	6	17	23	2	
Regional - Cemetery Concrete Plinths Lawn Bm Sect	-	6	-	6	(6)	
Regional - Cemetery Concrete Plinths Lawn Bm Sect	-	2	-	2	(2)	
Regional - Update Asbestos Mgmt Plan Expr2023	-	6	-	6	(6)	
Solar_LGGSP_Lowood Depot/SES	-	-	1	1	(1) Prior year grant funded project	
Solar_LGGSP_Esk Lndfl Animal Shelter	-	5	1	6	(6) Prior year grant funded project	
Solar_LGGSP_Twh Pool/ Gym	-	0	3	4	(4) Prior year grant funded project	
Solar_LGGSP_Esk Visitor Information Centre	-	5	1	6	(6) Prior year grant funded project	
Solar_LGGSP_Esk SES	-	0	1	1	(1) Prior year grant funded project	
Solar_LGGSP_Kay Avery Place Kilcoy	-	4	0	4	(4) Prior year grant funded project	
Solar_LGGSP_Twah Library	-	4	0	4	(4) Prior year grant funded project	
Solar_LGGSP_Esk Admin Additional coverage	-	37	9	46	(46) Prior year project	
Cormorant Bay SEQ 50% building Invest	-	-	1	1	(1)	
Esk Depot Safety Security Legal Imprv	-	41	1	42	(42)	
Esk Landfill Upgrade EyeWash Station	15	-	-	-	15	
Esk Sim Lord Room Upgrade	-	2	-	2	(2)	
Kilcoy Aquatic Pool Elect Heating	-	51	-	51	(51) Prior year budgeted project	
Kilcoy Indoor Sports Development Application	-	6	29	35	(35)	
Kilcoy Showground Constr Ferling Way	220	-	-	-	220	
Kilcoy - Regional Entry Strategy Implementation	200	102	15	117	83	
Fernvale Memorial Park Master Planning	-	-	11	11	(11)	
Merryl Dray Shelters Flexible Funding grant	142	73	12	85	57	
Lowood - Lowood Pool Renewal	-	580	225	805	(805) Prior year grant funded project	
Esk - Animal Pound Small Car Port Wash Etc	20	-	-	-	20	}
Esk - Esk Admin New Airconditioning Syst	-	30	0	30	(30) Prior year project completed this year	
Esk - Esk Admin Roof Repl Eastern End	-	315	12	326	(326) Prior year project completed this year	
Esk Mountain To Mountain Trailhead QLER	-	-	13	13	(13)	
Esk Mountain to Mountain trails QLER	-	-	2	2	(2)	
Toogoolawah - Fiberglass Repairs Pool	-	50	-	50	(50) Prior year budgeted project	
Moore - MooreToiletsWaterSupplyExFtpth	-	1	-	1	(1)	
Linville - Ditchman Park Toilets/Showers	-	-	3	3	(3)	
Jimna Landfill Rehabilitation	-	-	43	43	(43)	
Lowood - Greening Lowood Recycle Water Pipe_SEQCSP	1,400	-	139	139	1,261 Due June 2024 under funding agreement	

Somerset Regional Council
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Stormwater Insptn_Stage5	-	-	3	3	(3)	
Lockyer Water study/ contributions	-	-	58	58	(58)	
Esk Football Grnds Irrigation MIP	89	8	11	18	70	
Lowood Recreation Complex MIP upgrades	265	10	13	23	242	
Lwd Rec Complex Drain Bridge Stabilisation	40	-	8	8	32	
Parslow Pk Upgrade Playground	150	-	-	-	150	
Pipeliner Pk Refrb Esk Amenities	300	-	-	-	300	
Clock Park Lowood Refurb Amenities	170	-	-	-	170	
Daguiar Hwy Main St Moore CCTV Camera	25	-	19	19	6	
Kilcoy CBD Streetscape Design	50	3	-	3	47	
Lwd Futures Stg1 Design Cons SEQ City Deal	400	-	-	-	400	Council resolution proposes SEQ City Deal funding
Esk Pipeliner Pk Field Inlet Pits Footpath	70	8	0	8	62	
Rural Stormwater Replace Culverts	100	-	-	-	100	
Updated Local Flood Mgt Plan	50	-	-	-	50	
RailTrailKilctoWoodfordInvestg	50	-	-	-	50	
Kilcoy Depot Safety Security Improvements	250	6	-	6	244	
Kilcoy Mem Hall Imp Ext Ldg/Bay	400	12	4	16	384	
Esk Animal Shelter Carport Washbay Fencing	20	-	-	-	20	
Esk Animal Shelter Security Fencing	40	35	-	35	5	
Lwd Depot Safety Security Improvements	150	14	0	14	136	
Lakeview Pk Shelter Picnic Table	30	-	-	-	30	
Fvale Spts Pk Oval Irrig	300	-	-	-	300	
Minden Pk Shelters Picnic Tables	70	-	-	-	70	
Coominya Amenities Upgrade	200	-	-	-	200	
Sandy Creek Crossing	-	2	3	5	(5)	
Lowood Rec Grounds Car Park Solar Lght Veg	-	45	-	45	(45)	Prior year budgeted project
Regional Parkland Strategy Update	50	-	-	-	50	
Toogoolawah Pool Rep Chlorine System to Salt	-	71	4	76	(76)	Prior year budgeted project
Toogoolawah Pool Pool Depth Signage	-	14	-	14	(14)	Prior year budgeted project
SEQ_CityDeal Brisbane Valley Highway safety contribution	-	4	-	4	(4)	
TOTAL ROAD Resealing	2,313	53	237	290	2,025	Within expectations
Budget	2,313	-	-	-	2,313	}
Alpine Ct Resealing	-	1	-	1	(1)	}
Anderson La Resealing	-	-	12	12	(12)	}
Argyle Ct Resealing	-	-	5	5	(5)	}

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Aspen Dr Resealing	-	1	-	1	(1)	}
Bischoffs Rd Resealing	-	-	1	1	(1)	}
Braemore La Resealing	-	9	0	10	(10)	}
Buaraba CreekRd Resealing	-	11	162	173	(173)	}
Burnside Ct Resealing	-	1	-	1	(1)	}
Cedar Av Resealing	-	2	-	2	(2)	}
Colinton St Resealing	-	2	-	2	(2)	}
Crest Ct Resealing	-	1	-	1	(1)	}
Dunlop Rd Resealing	-	1	-	1	(1)	}
Esk Works Depot Resealing	-	4	1	4	(4)	}
Gloucester Ct Resealing	-	-	10	10	(10)	}
Heap St Resealing	-	0	5	5	(5)	}
Lowood SES Depot Resealing	-	1	-	1	(1)	}
Lowood Works Depot Resealing	-	17	20	37	(37)	}
Royal Dr Resealing	-	-	20	20	(20)	}
Williams St Lwd Resealing	-	1	-	1	(1)	}
TOTAL ROAD CAPITAL	31,263	7,846	3,758	11,605	19,660	Within expectations
Banks Creek Rd Pavement Rehab	-	1	91	93	(93)	
BVRT new Bike Rack	8	7	-	7	1	
Brown St Seal Ext + kc	150	-	-	-	150	
Bunney Rd Rehab Wide	100	-	-	-	100	
Burns St Widen and underground drain	450	-	-	-	450	
Clarendon Rd Rehab and Widen	1,665	75	989	1,064	601	
Bernhagen Ln Lowood Seal Widen	-	3	26	29	(29)	
BVRT New Traffic Furniture	-	8	-	8	(8)	
BVRT New Footpath - Main To Gully	-	-	16	16	(16)	
BVRT Renewal project	-	-	3	3	(3)	
Cressbrook St Renew Path	120	1	104	105	15	
Dumke Rd New Underground Drain	-	2	-	2	(2)	
East St Esk New Footpath	209	188	6	194	14	
Ellen St Lowood Widen+ New Kerb	70	87	1	88	(18)	
Esk Crows Nest Seal Extension	4,110	1,571	523	2,093	2,017	Funded project - competitive SEQCSP and HVSP
GlamorganVale Road widening	-	99	76	175	(175)	Prior year budgeted project
Gregors Creek Rd renew dip culvert chainage 9370	-	10	0	10	(10)	Prior year grant funded project
Ivory Creek Rd Seal Widen	2,775	12	-	12	2,763	Funded project - competitive PACP

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King St Somerset Dam Widening	50	39	1	40	10	
LindemansRdNewFootpath	-	1	-	1	1	
Lowood Minden Rd widening - Litzows-Lukritz	2,800	4,203	559	4,762	(1,962)	Funded project (competitive HVSP/ tender accepted plus Energex relocation costs exceeds estimate
Lowood Minden Road intersection widenings	-	17	33	49	(49)	
Lowood MindenWiden+ Pavement Rehab Zabels Rd North	1,376	38	19	57	1,319	Funded project - competitive SEQCSP
Mack St Widen+UDrain	-	-	3	3	(3)	
Main St Lowood Seal Widen+New Kerb	-	18	-	18	(18)	
Main Street Lowood Seal Widening	1,565	-	-	-	1,565	Funded project - competitive PACP
Middle St Esk Seal Widen	325	-	-	-	325	
Muckerts Ln widening (Bushfire mitigation)	-	0	670	670	(670)	Prior year funded project - competitive BSRP
Murrumba Rd Renew Culvert	1,126	380	39	418	708	
Old Fernvale Rd Renew Culverts	40	31	-	31	9	
DRFA unnamed Road REPA header Job	-	6	-	6	(6)	
Cressbrook St Renew Culvert	150	-	-	-	150	
Dingyarra St underground drain	2,049	16	46	61	1,987	Funded project- competitive Disaster Ready Fund
E Summervilles Rd Pavement Rehab	-	3	26	29	(29)	
Ellen St Lwd Widen Kc	250	50	35	84	166	
England Ck Rd Renew Culvert	80	-	-	-	80	
Glamorgan Vale Rd Renew Culvert	25	-	-	-	25	
Graham Rd LRCI Widen, kerb and underground drainage	800	-	-	-	800	Funded project - LRCIP - Due June 2025
Gunyah St Widen and kerb	325	223	66	288	37	
Highland St Renew PathX	165	-	-	-	165	
Ivory Ck Rd Seal Extension LRCI	800	0	-	0	800	Funded project - LRCIP - Due June 2025
Kilcoy Murgon Rd UG drain	140	-	-	-	140	
Kleinhans Ct Widen KC path	75	-	-	-	75	
Litzows Rd Seal Ext	250	-	-	-	250	
Lowood Minden SEQCSP (Zabels Rd North section)	1,430	8	-	8	1,422	Funded project - competitive SEQCSP
Main St Cmya WideKcPath	55	-	-	-	55	
Main St Lwd RenewPath	15	0	10	10	5	
McCulkins Lane Widen+Energex	250	-	-	-	250	
Peace St Lwd new Paths STIP	317	0	-	0	317	
Prenzlau Rd Wide Rehab	500	298	154	452	48	
Railway St Lwd UG drain	120	-	-	-	120	
Railway St Lwd NewPath	150	-	-	-	150	
Schroeder La SealExt	50	23	3	26	24	

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Stanton St Kcy WideKcPath	200	91	2	94	106	
Wells St Rehab Path	103	-	8	8	95	
Wivenhoe Pocket Rd Pavement Rehab	-	24	-	24	(24)	
MaryStEskRenewFootpath	-	1	-	1	(1)	
Royston St Kcy Pavement Rehab	150	142	101	243	(93)	Prior year budgeted project
Royston St Kcy Pavement Rehab	-	5	1	6	(6)	
Simpson St Fvl Seal Widen+New Kerb	-	1	2	3	(3)	
Toogoolawah Biarra Rd Seal Widen	5,610	7	9	17	5,593	Funded project - competitive PACP
Waverley & Sheppards Rd Seal Extenti	-	104	91	195	(195)	Prior year funded project - competitive BSBRP
Waverley Shephard Wide Pavemt Rehb	-	17	39	56	(56)	Prior year funded project - competitive BSBRP
William St New Underground Drain	190	26	2	28	162	
YowieParkRenewFootpath	75	11	5	16	59	
TOTAL BRIDGES	7,050	8	32	39	7,011	Within expectations
Buaraba Creek Road Bridge Capex	-	-	2	2	(2)	
Monsildale Road Bridge Capex	50	-	-	-	50	
Neurum Rd Bridge Capex	7,000	8	30	37	6,963	Funded project - competitive BRP
TOTAL PLANT	1,479	243	2,335	2,578	(1,099)	Within expectations
Plant changeover	1,479	-	42	42		Proceeds of sale yet to be transacted
UD Quon Truck_2022.04p_8y_	-	3	-	3		
PerkinsGenerator33kva_gifted_v	-	1	-	1		
EskLakeVwShelter_2022.03p_40y_	-	-	1	1		
Toro Wide Area Mower_2022p	-	-	115	115		
MowerJD1585Series_2023.02p_3y_	-	75	-	75		
MowerJD1585Series_2023.02p_3y_	-	75	445	520		
MowerJD1585Series_2023.02p_3y_	-	75	-	75		
LoaderKomatsu_2023.10p_8y_ORDE	-	-	276	276		
BelcoPlantTrailer_2024.??p_5y_	-	-	14	14		
BelcoPlantTrailer_2024.??p_5y_	-	-	14	14		
IsuzuFRR110_2023.02p_8y_held	-	3	152	154		
IsuzuFRR110_2023.02p_8y_held	-	3	152	154		
TandemAxleTrailer_2023.07p_8y_	-	-	15	15		
RapidSprayUnit_2023.08p_10y_he	-	15	-	15		
UTVkubtoa_2023.07p_10y_held	-	28	-	28		
Hino FD1124 Truck_2022.03p_8y	-	1	-	1		
2 Axle Dog TrailerSt_2022.05p_8y_	-	5	-	5		

Somerset Regional Council
Capital works / actual versus budget
Period 1 July 2023 to 7 December 2023
Unaudited - for internal purposes only

Description	Estimate (\$000's)	Actual since 1 July 2023 (\$000's)	Committed costs (\$000's)	Total actual and committed (\$000's)	Budget Variance - Favourable/ (Unfav) (\$000's)	Comments
UDTruckFelcoWaterTank2023.03p_	-	-	325	325		
UDTruckFelcoWaterTank2023.03p_	-	-	325	325		
UDTruckFelcoWaterTank2023.03p_	-	-	325	325		
SESFordRangerDCab4x4_2023.05p	-	-	88	88		
SESFordRangerDCab4x4_2023.05p	-	-	88	88		
TOTAL CAPITAL EXPENDITURE	47,395	9,707	7,024	16,731	30,665	Within expectations

Somerset Regional Council
Investment report
As at 7 December 2023

Term deposits - operating account					
Bank	Maturity	Term (days)	Rate	Amount	
BEN	11/11/2024	365	5.20%	\$	1,000,000
QTC cash fund - operating (nett rate November 2023)				5.02%	\$ 49,945,595
Mayoral Charity Ball account					\$ 59,741
Other cash balances					\$ 363,145
Total operating and trust cash brought to account					\$ 51,368,482
Urban Utilities credit facility #1				4.21%	\$ 13,804,033
Urban Utilities credit facilities #2/3				2.94%	\$ 40,000,000
Weighted average Urban Utilities interest rate (reviewed each 30 June)*				3.27%	
	Budget	Pro-rata budget	Actual YTD		
Rates interest	\$ 134,500	\$ 59,490	\$	110,069	
Year to date interest earnings on investments	\$ 2,957,148	\$ 1,307,969	\$	2,062,701	
Total interest revenue	\$ 3,091,648	\$ 1,367,459	\$	2,172,770	
Interest earned per rateable property	\$ 253	\$ 112	\$	178	

SOMERSET REGIONAL COUNCIL

REPORT ON LARGEST 70 PAYMENTS PROCESSED (EXCLUDING INVESTMENTS AND INTERNAL PAYMENTS)
PAYMENTS PROCESSED FROM 31 OCTOBER 2023 TO 8 DECEMBER 2023

Line	Creditor	Payment including GST	Comments
1	ERTECH (QUEENSLAND) PTY LTD	\$ 1,476,475	Lowood Minden Road Construction Contract - ref 59185
2	CPM GROUP PTY LTD	\$ 929,090	Flood Restoration Contract Services - ref 59098
3	BROWN CONTRACTORS	\$ 689,879	Contract Infrastructure/Road Works/ Plant Hire - ref 59097
4	CASH	\$ 664,961	Payroll Transaction - ref 1CASH11
5	A & M CIVIL CONTRACTING P/L	\$ 583,633	Contract Road, Bridge, Trail & Park Construction, Maintenance Services/ Materials - ref 59188
6	ERTECH (QUEENSLAND) PTY LTD	\$ 578,218	Lowood Minden Road Construction Contract - ref 59209
7	A & M CIVIL CONTRACTING P/L	\$ 536,239	Contract Road, Bridge, Trail & Park Construction, Maintenance Services/ Materials - ref 59099
8	CASH	\$ 483,182	Payroll Transaction - ref 1CASH12
9	CASH	\$ 457,518	Payroll Transaction - ref 1CASH10
10	A & M CIVIL CONTRACTING P/L	\$ 336,898	Contract Road, Bridge, Trail & Park Construction, Maintenance Services/ Materials - ref 59100
11	AUSTRALIAN TAXATION OFFICE	\$ 271,224	P A Y G Tax - Payroll Deductions - ref 1ATOPAY1
12	RDO EQUIPMENT PTY LTD	\$ 248,490	Front Deck Mowers - ref 59150
13	GHD PTY LTD	\$ 239,248	Asset Design, Assessment, Project Management Services - ref 59119
14	IPSWICH WASTE SERVICES	\$ 234,263	Kerbside Waste And Other Services - ref 59022
15	PRECAST CIVIL INDUSTRIES P/L	\$ 182,746	Concrete Products/ Services - ref 59197
16	PRECAST CIVIL INDUSTRIES P/L	\$ 179,029	Concrete Products/ Services - ref 59066
17	AUSTRALIAN TAXATION OFFICE	\$ 156,100	P A Y G Tax - Payroll Deductions - ref 1ATOPAY1
18	KARREMAN GROUP	\$ 155,212	Road Making Material/ Services - ref 59176
19	AUSTRALIAN TAXATION OFFICE	\$ 142,947	P A Y G Tax - Payroll Deductions - ref 1ATOPAY1
20	HUGHES PLUMBING CONTRACTORS	\$ 140,376	Plumbing Services - ref 59020
21	PAYCLEAR	\$ 113,024	Superannuation Contributions - ref SGL PY1P
22	ACQUIRED AWARENESS TRAFFIC	\$ 103,157	Traffic Control Equipment/ Services - ref 59058
23	BELLWETHER CONSULTING	\$ 98,450	Engineering Consultancy - ref 59062
24	DEPARTMENT OF ENVIRONMENT &	\$ 86,279	State Waste Levy - ref 59204
25	ACQUIRED AWARENESS TRAFFIC	\$ 85,152	Traffic Control Equipment/ Services - ref 59164
26	ACQUIRED AWARENESS TRAFFIC	\$ 82,127	Traffic Control Equipment/ Services - ref 58994
27	DEPARTMENT OF ENVIRONMENT &	\$ 81,372	State Waste Levy - ref 59010
28	QUEENSLAND TRANSPORT	\$ 81,342	Vehicle & Mobile Plant Registrations - ref 59044
29	DANIEL BANDITT	\$ 80,224	Building Services - ref 59201
30	HOLCIM AUSTRALIA PTY LIMITED	\$ 79,942	Concrete Products - ref 59074
31	PAYCLEAR	\$ 76,701	Superannuation Contributions - ref SGL PY1P
32	PAYCLEAR	\$ 71,662	Superannuation Contributions - ref SGL PY1P
33	GJ & AL TEICHMANN	\$ 67,486	Plant Hire - ref 59069
34		\$ 66,854	Refund Rates - Cancelled Valuation 7/8-31/12 - ref 59238
35	KARREMAN GROUP	\$ 60,876	Road Making Material/ Services - ref 59246
36	HOLCIM AUSTRALIA PTY LIMITED	\$ 57,457	Concrete Products - ref 59213
37	AECOM AUSTRALIA PTY LTD	\$ 56,565	Planning Consultancy - ref 58996
38	DULLYS DESIGNER HOMES PTY LTD	\$ 53,293	Plant Hire/ Building Services - ref 59207
39	DANTHONIA DESIGNS	\$ 50,740	Pay 1 Led Sign Civic Centre - ref 59202
40	SAM'S TREE SERVICES	\$ 46,200	Vegetation Management Services - ref 59084
41	SHELL ENERGY RETAIL PTY LTD	\$ 42,363	Electricity Supplies Including Streetlighting - ref 59013
42	HARRISON INFRASTRUCTURE	\$ 41,128	Engineering Services - ref 59072
43	MOORE DIGGERS & TIPPERS P/L	\$ 39,618	Plant Hire - ref 59132
44	BP AUSTRALIA PTY LTD	\$ 39,424	Fuel - ref 12891129
45	GENENG SOLUTIONS PTY LTD	\$ 37,698	Engineering Consultancy - ref 59118
46	PROJEX PARTNERS PTY LTD	\$ 37,081	Engineering Services - ref 59248
47	DEPARTMENT OF AGRICULTURE	\$ 35,090	State Pest Levies Under Biosecurity Act - ref 59009
48	BP AUSTRALIA PTY LTD	\$ 34,743	Fuel - ref 12898512
49	ORIGIN ENERGY	\$ 34,442	Electricity Supply - ref 59141
50	DELNORTH PTY LTD	\$ 34,095	Signage Products - ref 59007
51	PACIFIC PETROLEUM P/L	\$ 28,486	Fuel - ref 59081
52	TIMBER RESTORATION SYSTEMS P/L	\$ 27,985	Timber-Concrete Bridge Materials/ Services - ref 59158
53	BRANDON & ASSOCIATES	\$ 26,523	Engineering Consultancy - ref 59194
54	KING & COMPANY SOLICITORS	\$ 25,094	Legal Services - ref 59219
55	BRISBANE VALLEY HIRE &	\$ 24,894	Plant Hire & Consumables - ref 59063
56	PACIFIC PETROLEUM P/L	\$ 24,811	Fuel - ref 59230
57	BRANDON & ASSOCIATES	\$ 24,732	Engineering Consultancy - ref 59000
58	SHELL ENERGY RETAIL PTY LTD	\$ 24,667	Electricity Supplies Including Streetlighting - ref 59208
59	PACIFIC PETROLEUM P/L	\$ 24,562	Fuel - ref 59143
60	ADVANCED CLEANING	\$ 24,396	Cleaning Services - ref 59186
61	CASH	\$ 24,167	D/Cr Pay 2 Period No 12 - ref 2CASH12
62	CASH	\$ 24,167	D/Cr Pay 2 Period No 11 - ref 2CASH11
63	CASH	\$ 24,167	D/Cr Pay 2 Period No 10 - ref 2CASH10
64	DANIEL BANDITT	\$ 23,994	Building Services - ref 59005
65	ADVANCED CLEANING	\$ 23,916	Cleaning Services - ref 58995
66	GJ & AL TEICHMANN	\$ 23,671	Plant Hire - ref 59117
67	MAGIQ SOFTWARE LTD	\$ 23,166	Document Management System Services - ref 59138
68	TOYOTA FINANCE AUSTRALIA LTD	\$ 20,746	Vehicle Leasing - ref 1434264
69	ATC WILLIAMS PTY LTD	\$ 20,403	Engineering Consultancy - ref 59190
70	PAYCLEAR	\$ 19,644	Superannuation Contributions - ref 1PAYCLE1
Total largest 70 external payments		\$ 11,044,503	
Total payments		\$ 13,108,910	

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 31 OCTOBER 2023 TO 8 DECEMBER 2023



TRNDATE	Method	REF	NAME	Detail	Amount
2-Nov-23	NonEFT	58992	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	8,430.00
8-Nov-23	NonEFT	58993	ACOUSTICS RB PTY LTD	PLANNING CONSULTANCY	1,210.00
8-Nov-23	NonEFT	58994	ACQUIRED AWARENESS TRAFFIC	TRAFFIC CONTROL EQUIPMENT/ SERVICES	82,126.94
8-Nov-23	NonEFT	58995	ADVANCED CLEANING	CLEANING SERVICES	23,915.97
8-Nov-23	NonEFT	58996	AECOM AUSTRALIA PTY LTD	PLANNING CONSULTANCY	56,565.30
8-Nov-23	NonEFT	58997	AQUAMONIX PTY LIMITED	COMMUNICATION/ FLOOD EQUIPMENT/ SERVICES	8,016.80
8-Nov-23	NonEFT	58998	AUSROAD MANUFACTURING PTY LTD	MECHANICAL PARTS/ REPAIRS	1,870.00
8-Nov-23	NonEFT	58999	BJM AIR-CONDITIONING &	AIRCONDITIONING/ ELECTRICAL SERVICES	2,722.50
8-Nov-23	NonEFT	59000	BRANDON & ASSOCIATES	ENGINEERING CONSULTANCY	24,732.40
8-Nov-23	NonEFT	59001		BOND/HIRE REFUND FVLE HALL	1,190.00
8-Nov-23	NonEFT	59002	BV SECURITY SERVICES (QLD) P/L	SECURITY SERVICES	11,721.60
8-Nov-23	NonEFT	59003	CIVICA PTY LIMITED	BUSINESS/ ASSET SYSTEMS SOFTWARE SERVICES	315.70
8-Nov-23	NonEFT	59004	CREEPY CRAWLY PEST CONTROL P/L	PEST CONTROL SERVICES	781.40
8-Nov-23	NonEFT	59005	DANIEL BANDITT	BUILDING SERVICES	23,993.80
8-Nov-23	NonEFT	59006	DATA # 3 LIMITED	SOFTWARE/ HARDWARE / ICT CONSUMABLES	9,812.35
8-Nov-23	NonEFT	59007	DELNORTH PTY LTD	SIGNAGE PRODUCTS	34,094.50
8-Nov-23	NonEFT	59008	QUEENSLAND HEALTH SAP	UNEXPENDED GRANT FUNDS	15,060.10
8-Nov-23	NonEFT	59009	DEPARTMENT OF AGRICULTURE	STATE PEST LEVIES UNDER BIOSECURITY ACT	35,090.00
8-Nov-23	NonEFT	59010	DEPARTMENT OF ENVIRONMENT &	STATE WASTE LEVY	81,371.85
8-Nov-23	NonEFT	59011	ENGENY	ENGINEERING CONSULTANCY	11,462.00
8-Nov-23	NonEFT	59012	ENGENY WATER MANAGEMENT	ENGINEERING CONSULTANCY	14,003.00
8-Nov-23	NonEFT	59013	SHELL ENERGY RETAIL PTY LTD	ELECTRICITY SUPPLIES INCLUDING STREETLIGHTING	42,363.46
8-Nov-23	NonEFT	59014	ESK PLUMBING & DRAINAGE	PLUMBING SERVICES	3,415.50
8-Nov-23	NonEFT	59015	E SWITCH PTY LTD	SPORTS LIGHTING GOODS/ SERVICES	64.42
8-Nov-23	NonEFT	59016	FRESHWATER PROJECTS P/L	PLUMBING SUPPLIES/ SERVICES	1,841.13
8-Nov-23	NonEFT	59017	FULTON HOGAN INDUSTRIES P/L	ASPHALT	7,333.62
8-Nov-23	NonEFT	59018		Cancelled Cheque	Cancelled
8-Nov-23	NonEFT	59019	JR & SS HENDERSON	CLEANING SERVICES	3,288.26
8-Nov-23	NonEFT	59020	HUGHES PLUMBING CONTRACTORS	PLUMBING SERVICES	140,376.00
8-Nov-23	NonEFT	59021	INFINITY EARTHMOVING PTY LTD	PLANT HIRE	7,199.50
8-Nov-23	NonEFT	59022	IPSWICH WASTE SERVICES	KERBSIDE WASTE AND OTHER SERVICES	234,263.16
8-Nov-23	NonEFT	59023	TRISH BLACKWELL	EVENT ENTERTAINMENT SERVICES	150.00
8-Nov-23	NonEFT	59024	JUST SPORTS N FITNESS	POOL MANAGEMENT SERVICES	17,545.00
8-Nov-23	NonEFT	59025	KAT CONCRETE PUMPING P/L	CONCRETE PUMPING SERVICES	1,434.40
8-Nov-23	NonEFT	59026	KING & COMPANY SOLICITORS	LEGAL SERVICES	17,388.25
8-Nov-23	NonEFT	59027	LIGHTING GURU	LIGHTING SERVICES	1,200.00
8-Nov-23	NonEFT	59028	LINK LOGIC PTY LTD	STORAGE & LOGISTICS - SOMERSET TOURISM BROCHURE	580.37
8-Nov-23	NonEFT	59029	LIONS CLUB OF LOWOOD INC	CATERING SERVICES	2,500.00
8-Nov-23	NonEFT	59030	LOCKYER BINS	OPERATION OF REFUSE & RECYCLING CENTRES	11,177.34
8-Nov-23	NonEFT	59031		EXPENSE REIMBURSEMENT	320.00
8-Nov-23	NonEFT	59032	MERCY COMMUNITY SERVICES	EVENT BENEFICIARY	2,458.00
8-Nov-23	NonEFT	59033	MOUNT KILCOY PROGRESS	COMMUNITY ASSISTANCE GRANT	2,500.00
8-Nov-23	NonEFT	59034	MT MARROW BLUE METAL	ROAD MAKING MATERIALS	8,894.14
8-Nov-23	NonEFT	59035	MAGIQ SOFTWARE LTD	DOCUMENT MANAGEMENT SYSTEM SERVICES	2,554.75
8-Nov-23	NonEFT	59036	O'CONNOR MARSDEN &	INTERNAL AUDIT SERVICES	6,105.00
8-Nov-23	NonEFT	59037	ONF SURVEYORS	SURVEYING/ PLANNING SERVICES	3,850.00
8-Nov-23	NonEFT	59038	OTIUM PLANNING GROUP PTY LTD	RECREATION CONSULTANCY	16,218.40
8-Nov-23	NonEFT	59039	PACIFIC WATER TREATMENT	MECHANICAL PARTS/ REPAIRS	8,827.21
8-Nov-23	NonEFT	59040	PEAK SERVICES PTY LTD	STREETLIGHT STUDY	1,679.98
8-Nov-23	NonEFT	59041	PLUMBING & GAS ON DEMAND	PLUMBING SERVICES	4,493.00
8-Nov-23	NonEFT	59042	POSITION PARTNERS PTY LTD	MECHANICAL PARTS/ REPAIRS	3,696.00
8-Nov-23	NonEFT	59043	QLD FAUNA CONSULTANCY PTY LTD	FAUNA MANAGEMENT SERVICES	647.63
8-Nov-23	NonEFT	59044	QUEENSLAND TRANSPORT	VEHICLE & MOBILE PLANT REGISTRATIONS	81,342.45
8-Nov-23	NonEFT	59045	REGEN AUSTRALIA	VEGETATION MANAGEMENT SERVICES	6,670.95
8-Nov-23	NonEFT	59046	JAYNE ROYAL	LOCAL HISTORY ASSESSMENT/ LIBRARIES PROJECT	3,482.00
8-Nov-23	NonEFT	59047		RATES CREDIT REFUND	1,206.66
8-Nov-23	NonEFT	59048	SOMERSET LIQUID WASTE	SEPTIC SERVICES	1,649.30
8-Nov-23	NonEFT	59049	SUMMIT AUTO LEASE AUST PTY LTD	VEHICLE LEASING	16,049.68
8-Nov-23	NonEFT	59050		REFUND DOUBLE PAYMENT	319.00
8-Nov-23	NonEFT	59051		RATES CREDIT REFUND	2,000.00
8-Nov-23	NonEFT	59052	TELSTRA LIMITED	TELECOMMUNICATIONS SERVICES	5,079.17
8-Nov-23	NonEFT	59053	TRAFFIC CONTROL SUPPLIES P/L	SIGNAGE PRODUCTS	3,548.73
8-Nov-23	NonEFT	59054	WATER TECHNOLOGY PTY LTD	ENGINEERING CONSULTANCY	9,130.00
8-Nov-23	NonEFT	59055		EXPENSE REIMBURSEMENT	117.93
8-Nov-23	NonEFT	59056	CHRISTINE ELLEN WENZEL	CLEANING SERVICES	660.00
8-Nov-23	NonEFT	59057	YOWIE TILING	BUILDING SERVICES	1,650.00
14-Nov-23	NonEFT	59058	ACQUIRED AWARENESS TRAFFIC	TRAFFIC CONTROL EQUIPMENT/ SERVICES	103,157.30
14-Nov-23	NonEFT	59059	AEC GROUP PTY LTD	ECONOMIC CONSULTANCY	10,931.80
14-Nov-23	NonEFT	59060	ATC WILLIAMS PTY LTD	ENGINEERING CONSULTANCY	12,531.75

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 31 OCTOBER 2023 TO 8 DECEMBER 2023



TRNDATE	Method	REF	NAME	Detail	Amount
14-Nov-23	NonEFT	59061	BAIRD & HAYES	SURVEYING SERVICES	4,730.00
14-Nov-23	NonEFT	59062	BELLWETHER CONSULTING	ENGINEERING CONSULTANCY	98,450.00
14-Nov-23	NonEFT	59063	BRISBANE VALLEY HIRE &	PLANT HIRE & CONSUMABLES	24,893.90
14-Nov-23	NonEFT	59064		REFUND RATES CREDIT	3,191.48
14-Nov-23	NonEFT	59065	CITY GENERATORS	ELECTRICAL SERVICES	4,269.63
14-Nov-23	NonEFT	59066	PRECAST CIVIL INDUSTRIES P/L	CONCRETE PRODUCTS/ SERVICES	179,029.40
14-Nov-23	NonEFT	59067	ECOSURE PTY LTD	PLANNING CONSULTANCY/ VEGETATION	
14-Nov-23	NonEFT	59068	IAN FRIEND	MAINTENANCE	3,432.00
14-Nov-23	NonEFT	59069	GJ & AL TEICHMANN	ARTS EVENT SERVICES	3,000.00
				PLANT HIRE	67,485.55
				TOOGOOLOWAH CONDENSERY/ ART TRAIL /	
				CIVIC CENTRE BRANDING / MARKETING	
14-Nov-23	NonEFT	59070	GOLDI DESIGN PTY LTD	SERVICES	3,295.33
14-Nov-23	NonEFT	59071	GTC ENTERPRISES PTY LTD ATF	CONCRETE PRODUCTS/ SERVICES	18,790.58
14-Nov-23	NonEFT	59072	HARRISON INFRASTRUCTURE	ENGINEERING SERVICES	41,127.68
14-Nov-23	NonEFT	59073	HEALTHY LAND AND WATER LTD	MEMBER CONTRIBUTIONS	6,595.60
14-Nov-23	NonEFT	59074	HOLCIM AUSTRALIA PTY LIMITED	CONCRETE PRODUCTS	79,942.49
14-Nov-23	NonEFT	59075	KING & COMPANY SOLICITORS	LEGAL SERVICES	8,442.68
14-Nov-23	NonEFT	59076	J & L KRAUT	FENCING PRODUCTS/ SERVICES	530.00
14-Nov-23	NonEFT	59077	LET THERE BE LIGHT ELECTRICAL	ELECTRICAL SERVICES	1,829.85
14-Nov-23	NonEFT	59078	MASTER HIRE PTY LTD	PLANT & EQUIPMENT HIRE	5,538.12
14-Nov-23	NonEFT	59079	NK TRANSPORTATION P/L	ENGINEERING SERVICES	13,866.60
14-Nov-23	NonEFT	59080	OUT THERE CYCLING	BUS HIRE	2,100.00
14-Nov-23	NonEFT	59081	PACIFIC PETROLEUM P/L	FUEL	28,486.06
14-Nov-23	NonEFT	59082	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	894.00
14-Nov-23	NonEFT	59083	ROBINSON FAMILY PASTORAL P/L	FENCING PRODUCTS/ SERVICES	11,610.50
14-Nov-23	NonEFT	59084	SAM'S TREE SERVICES	VEGETATION MANAGEMENT SERVICES	46,200.00
14-Nov-23	NonEFT	59085	N & J SHEARMAN PLUMBING	PLUMBING SUPPLIES/ SERVICES	5,544.00
14-Nov-23	NonEFT	59086	KILCOY RACE CLUB	CLEANING SERVICES	2,985.04
14-Nov-23	NonEFT	59087	COATES HIRE OPERATIONS P/L	PLANT HIRE	1,905.45
14-Nov-23	NonEFT	59088	DANIEL BANDITT	BUILDING SERVICES	6,446.60
14-Nov-23	NonEFT	59089	EVOLUTION ORGANICS	ENVIRONMENTAL SERVICES	1,974.50
14-Nov-23	NonEFT	59090	MATTHEW KRANENBURG	PLANT HIRE	5,830.00
				STORAGE & LOGISTICS - SOMERSET TOURISM	
14-Nov-23	NonEFT	59091	LINK LOGIC PTY LTD	BROCHURE	236.44
14-Nov-23	NonEFT	59092	PROJEX PARTNERS PTY LTD	ENGINEERING SERVICES	16,465.90
14-Nov-23	NonEFT	59093	QLD POLICE-CITIZENS YOUTH	FERNVALE PCYC OPERATIONS	10,416.67
14-Nov-23	NonEFT	59094	SOMERSET BOBCAT & EXCAVATOR	PLANT HIRE	9,072.50
14-Nov-23	NonEFT	59095	SOMERSET HEALTH AND FITNESS	SPORTS FACILITY MANAGEMENT SERVICES	13,995.78
14-Nov-23	NonEFT	59096	VICTOR INSURANCE PTY LTD	INSURANCE EXCESS	7,500.00
				CONTRACT INFRASTRUCTURE/ROAD WORKS/	
15-Nov-23	NonEFT	59097	BROWN CONTRACTORS	PLANT HIRE	689,879.22
16-Nov-23	NonEFT	59098	CPM GROUP PTY LTD	FLOOD RESTORATION CONTRACT SERVICES	929,090.24
				CONTRACT ROAD, BRIDGE, TRAIL & PARK	
				CONSTRUCTION, MAINTENANCE SERVICES/	
17-Nov-23	NonEFT	59099	A & M CIVIL CONTRACTING P/L	MATERIALS	536,238.67
				CONTRACT ROAD, BRIDGE, TRAIL & PARK	
				CONSTRUCTION, MAINTENANCE SERVICES/	
27-Nov-23	NonEFT	59100	A & M CIVIL CONTRACTING P/L	MATERIALS	336,897.84
				IMAGERY HARDWARE, SOFTWARE AND	
27-Nov-23	NonEFT	59101	AXON PUBLIC SAFETY	STORAGE	3,346.27
27-Nov-23	NonEFT	59102	BRISBANE VALLEY COURIERS	FREIGHT SERVICES	8,009.10
27-Nov-23	NonEFT	59103	BUDGET TURF	TURF	5,720.00
27-Nov-23	NonEFT	59104	BRISBANE VALLEY TIMBERS PL	TIMBER PRODUCT	634.88
27-Nov-23	NonEFT	59105	CAMS TIPPING PTY LTD	PLANT HIRE	2,850.00
27-Nov-23	NonEFT	59106	SOMERSET REGIONAL COUNCIL	SUNDRY PETTY CASH	572.50
				BUSINESS/ ASSET SYSTEMS SOFTWARE	
27-Nov-23	NonEFT	59107	CIVICA PTY LIMITED	SERVICES	1,633.50
				PLANT HIRE/ MECHANICAL PARTS/ REPAIRS	
27-Nov-23	NonEFT	59108	CONPLANT PTY LTD		8,239.00
27-Nov-23	NonEFT	59109	CONTOUR CONSULTING	PLANNING CONSULTANCY	3,388.00
27-Nov-23	NonEFT	59110	DATACOM SYSTEMS (AU) PTY LTD	ICT GOODS/ SERVICES	13,659.80
27-Nov-23	NonEFT	59111	DC LOCATORS PTY LTD	UNDERGROUND SERVICE LOCATING	922.68
27-Nov-23	NonEFT	59112	DEPARTMENT OF RESOURCES	VALUATION ROLL STATE LEVIES	466.40
27-Nov-23	NonEFT	59113	ENGEMY WATER MANAGEMENT	ENGINEERING CONSULTANCY	6,776.00
27-Nov-23	NonEFT	59114	GREGORY MARK EVA	BUILDING SERVICES	297.00
27-Nov-23	NonEFT	59115	EVOLUTION ORGANICS	ENVIRONMENTAL SERVICES	2,395.80
27-Nov-23	NonEFT	59116		BOND REFUND CORONATION HALL	500.00
27-Nov-23	NonEFT	59117	GJ & AL TEICHMANN	PLANT HIRE	23,670.90
27-Nov-23	NonEFT	59118	GENENG SOLUTIONS PTY LTD	ENGINEERING CONSULTANCY	37,697.83
				ASSET DESIGN, ASSESSMENT, PROJECT	
27-Nov-23	NonEFT	59119	GHD PTY LTD	MANAGEMENT SERVICES	239,248.35
				TOOGOOLOWAH CONDENSERY/ ART TRAIL /	
				CIVIC CENTRE BRANDING / MARKETING	
27-Nov-23	NonEFT	59120	GOLDI DESIGN PTY LTD	SERVICES	4,535.63
27-Nov-23	NonEFT	59121	GOUGH LAW PTY LTD	LEGAL SERVICES	1,188.00
27-Nov-23	NonEFT	59122	GRAHAM RICHARDSON	ARCHITECTURAL SERVICES	1,595.00
27-Nov-23	NonEFT	59123	RG & SL HENDERSON	FODDER	132.00

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 31 OCTOBER 2023 TO 8 DECEMBER 2023



TRNDATE	Method	REF	NAME	Detail	Amount
27-Nov-23	NonEFT	59124	HQPLANTATIONS PTY LTD	RENTAL ON TWO WAY RADIO TRANSMITTER	
27-Nov-23	NonEFT	59125	INFINITY EARTHMOVING PTY LTD	SITE AT JIMNA	3,211.00
27-Nov-23	NonEFT	59126	INFINITY INTERNATIONAL PTY LTD	PLANT HIRE	1,683.00
27-Nov-23	NonEFT	59127	KILCOY DISTRICT TENNIS	FUEL	1,283.33
27-Nov-23	NonEFT	59128	KING & COMPANY SOLICITORS	COMMUNITY ASSISTANCE GRANT	5,000.00
27-Nov-23	NonEFT	59129	LINVILLE PROGRESS	LEGAL SERVICES	16,747.50
27-Nov-23	NonEFT	59130	LIONS CLUB OF FERNVALE INC	RADF HERITAGE & ARTS FESTIVAL	7,469.00
27-Nov-23	NonEFT	59131	LIONS CLUB OF KILCOY INC.	COMMUNITY ASSISTANCE GRANT	500.00
27-Nov-23	NonEFT	59132	MOORE DIGGERS & TIPPERS P/L	CATERING SERVICES	2,500.00
27-Nov-23	NonEFT	59133	ESK PLUMBING & DRAINAGE	PLANT HIRE	39,617.86
27-Nov-23	NonEFT	59134	MAKIKO RAMSAY	PLUMBING SERVICES	495.00
27-Nov-23	NonEFT	59135	MOORE SOLDIERS MEMORIAL	ARTS EVENT SERVICES	700.00
27-Nov-23	NonEFT	59136	MOUNT KILCOY STATE SCHOOL	COMMUNITY ASSISTANCE GRANT	1,431.00
27-Nov-23	NonEFT	59137	MT MARROW BLUE METAL	COMMUNITY ASSISTANCE GRANT	2,827.00
				ROAD MAKING MATERIALS	5,682.46
27-Nov-23	NonEFT	59138	MAGIQ SOFTWARE LTD	DOCUMENT MANAGEMENT SYSTEM SERVICES	23,165.97
27-Nov-23	NonEFT	59139	O'KEEFE ELECTRICS	ELECTRICAL SERVICES	232.49
27-Nov-23	NonEFT	59140	ONF SURVEYORS	SURVEYING/ PLANNING SERVICES	15,795.00
27-Nov-23	NonEFT	59141	ORIGIN ENERGY	ELECTRICITY SUPPLY	34,442.40
27-Nov-23	NonEFT	59142	WJ & AJ OXENFORD	FODDER	220.00
27-Nov-23	NonEFT	59143	PACIFIC PETROLEUM P/L	FUEL	24,561.78
27-Nov-23	NonEFT	59144	PAYNES ROADMAKERS PTY LTD	CONCRETING SERVICES	19,168.16
				AFTER HOURS CUSTOMER SERVICE/	
27-Nov-23	NonEFT	59145	PEAK SERVICES PTY LTD	INDUSTRIAL SERVICES	5,101.50
27-Nov-23	NonEFT	59146	THE PLANNING PRACTICE PTY LTD	PLANNING CONSULTANCY	9,619.50
27-Nov-23	NonEFT	59147	PLUMBING & GAS ON DEMAND	PLUMBING SERVICES	1,089.75
27-Nov-23	NonEFT	59148	PROJEX PARTNERS PTY LTD	ENGINEERING SERVICES	3,706.18
27-Nov-23	NonEFT	59149	URBAN UTILITIES	WATER / SEWERAGE SERVICES	19,469.26
27-Nov-23	NonEFT	59150	RDO EQUIPMENT PTY LTD	FRONT DECK MOWERS	248,490.00
27-Nov-23	NonEFT	59151	RETRACOM HOLDINGS PTY LTD	DEMOUNTABLES HIRE	17,613.06
27-Nov-23	NonEFT	59152	RIGIT SYSTEMS	AUDIO VISUAL SERVICES AND EQUIPMENT	250.00
27-Nov-23	NonEFT	59153	KILCOY LAUNDRY	CLEANING SERVICES	201.14
				ENGINEERING/ ASSET MANAGEMENT SERVICES/	
27-Nov-23	NonEFT	59154	SHEPHERD SERVICES PTY LTD	EQUIPMENT	18,169.32
27-Nov-23	NonEFT	59155	SOMERSET BOBCAT & EXCAVATOR	PLANT HIRE	2,992.50
27-Nov-23	NonEFT	59156	SOUTHERN QUEENSLAND	REGIONAL PROMOTION SERVICES	990.00
27-Nov-23	NonEFT	59157	TELSTRA LIMITED	TELECOMMUNICATIONS SERVICES	4,660.22
				TIMBER-CONCRETE BRIDGE MATERIALS/	
27-Nov-23	NonEFT	59158	TIMBER RESTORATION SYSTEMS P/L	SERVICES	27,985.30
27-Nov-23	NonEFT	59159	TWISTED TOPPINGS PIZZA	CATERING SERVICES	4,425.00
27-Nov-23	NonEFT	59160	THE UNIVERSITY OF QUEENSLAND	ECONOMIC CONSULTANCY	16,087.50
27-Nov-23	NonEFT	59161	CRESSBROOK NEWS	NEWSPAPERS/ STATIONERY	510.05
27-Nov-23	NonEFT	59162	YOWIE COURIERS	FREIGHT SERVICES	36.30
27-Nov-23	NonEFT	59163	ZANOWS' CONCRETE &	ROAD MAKING MATERIAL/ SERVICES	11,712.69
27-Nov-23	NonEFT	59164	ACQUIRED AWARENESS TRAFFIC	TRAFFIC CONTROL EQUIPMENT/ SERVICES	85,152.32
27-Nov-23	NonEFT	59165	ESK PLUMBING & DRAINAGE	PLUMBING SERVICES	4,086.50
27-Nov-23	NonEFT	59166	EYE SPY SECURITY QLD PTY LTD	SECURITY/ ALARM/ CCTV SYSTEM SERVICES	439.01
27-Nov-23	NonEFT	59167		Cancelled Cheque	Cancelled
27-Nov-23	NonEFT	59168	KAT CONCRETE PUMPING P/L	CONCRETE PUMPING SERVICES	2,191.04
27-Nov-23	NonEFT	59169	KEHOE MYERS CONSULTING	ENGINEERING CONSULTANCY	9,350.00
27-Nov-23	NonEFT	59170	LOCAL GOVERNMENT ASSOCIATION	TRAINING SERVICES	8,785.00
27-Nov-23	NonEFT	59171		BOND REFUND	310.00
27-Nov-23	NonEFT	59172	NOISENET OPERATIONS PTY LTD	ACOUSTIC CONSULTANCY SERVICES	4,631.00
27-Nov-23	NonEFT	59173	CHRISTINE ELLEN WENZEL	CLEANING SERVICES	462.00
27-Nov-23	NonEFT	59174		Cancelled Cheque	Cancelled
27-Nov-23	NonEFT	59175	BJM AIR-CONDITIONING &	AIRCONDITIONING/ ELECTRICAL SERVICES	352.00
27-Nov-23	NonEFT	59176	KARREMAN GROUP	ROAD MAKING MATERIAL/ SERVICES	155,212.20
28-Nov-23	NonEFT	59177	ESK SES FINANCIAL SUPPORT	RURAL PROPERTY NUMBERING	110.00
28-Nov-23	NonEFT	59178	FULTON HOGAN INDUSTRIES P/L	ASPHALT	7,426.63
28-Nov-23	NonEFT	59179	LET THERE BE LIGHT ELECTRICAL	ELECTRICAL SERVICES	339.90
				STORAGE & LOGISTICS - SOMERSET TOURISM	
28-Nov-23	NonEFT	59180	LINK LOGIC PTY LTD	BROCHURE	311.49
28-Nov-23	NonEFT	59181	LOCKYER LOCKS	LOCKSMITH SERVICES	2,955.00
28-Nov-23	NonEFT	59182	OZCRETE POOLS PTY LTD	SWIMMING POOL SERVICES/ GOODS	3,572.80
28-Nov-23	NonEFT	59183	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	1,351.00
29-Nov-23	NonEFT	59184	DANIEL BANDITT	BUILDING SERVICES	7,099.00
				LOWOOD MINDEN ROAD CONSTRUCTION	
30-Nov-23	NonEFT	59185	ERTECH (QUEENSLAND) PTY LTD	CONTRACT	1,476,475.12
8-Dec-23	NonEFT	59186	ADVANCED CLEANING	CLEANING SERVICES	24,396.13
8-Dec-23	NonEFT	59187	AEC GROUP PTY LTD	ECONOMIC CONSULTANCY	6,558.75
				CONTRACT ROAD, BRIDGE, TRAIL & PARK	
8-Dec-23	NonEFT	59188	A & M CIVIL CONTRACTING P/L	CONSTRUCTION, MAINTENANCE SERVICES/	
				MATERIALS	583,632.84
				COMMUNICATION/ FLOOD EQUIPMENT/	
8-Dec-23	NonEFT	59189	AQUAMONIX PTY LIMITED	SERVICES	12,012.00
8-Dec-23	NonEFT	59190	ATC WILLIAMS PTY LTD	ENGINEERING CONSULTANCY	20,402.80
8-Dec-23	NonEFT	59191	AXXIS INDUSTRY QUALIFICATIONS	TRAINING SERVICES	4,500.00

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 31 OCTOBER 2023 TO 8 DECEMBER 2023



TRNDATE	Method	REF	NAME	Detail	Amount
8-Dec-23	NonEFT	59192	BJM AIR-CONDITIONING &	AIRCONDITIONING/ ELECTRICAL SERVICES	352.00
8-Dec-23	NonEFT	59193		REFUND RATES CREDIT	745.69
8-Dec-23	NonEFT	59194	BRANDON & ASSOCIATES	ENGINEERING CONSULTANCY	26,523.20
8-Dec-23	NonEFT	59195	BV SECURITY SERVICES (QLD) P/L	SECURITY SERVICES	11,352.00
8-Dec-23	NonEFT	59196	CASH	SUNDRY PETTY CASH	726.75
8-Dec-23	NonEFT	59197	PRECAST CIVIL INDUSTRIES P/L	CONCRETE PRODUCTS/ SERVICES	182,746.01
8-Dec-23	NonEFT	59198	CIVICA PTY LIMITED	BUSINESS/ ASSET SYSTEMS SOFTWARE SERVICES	1,089.00
8-Dec-23	NonEFT	59199	COATES HIRE OPERATIONS P/L	PLANT HIRE	1,968.97
8-Dec-23	NonEFT	59200	CONTOUR CONSULTING	PLANNING CONSULTANCY	11,343.75
8-Dec-23	NonEFT	59201	DANIEL BANDITT	BUILDING SERVICES	80,224.48
8-Dec-23	NonEFT	59202	DANTHONIA DESIGNS	PAY 1 LED SIGN CIVIC CENTRE	50,739.70
8-Dec-23	NonEFT	59203	DATA # 3 LIMITED	SOFTWARE/ HARDWARE / ICT CONSUMABLES	3,331.27
8-Dec-23	NonEFT	59204	DEPARTMENT OF ENVIRONMENT &	STATE WASTE LEVY	86,278.50
8-Dec-23	NonEFT	59205	DEPARTMENT OF RESOURCES	VALUATION ROLL STATE LEVIES	2,544.00
8-Dec-23	NonEFT	59206	DRIVE QUEENSLAND	REGIONAL PROMOTION SERVICES	3,740.00
8-Dec-23	NonEFT	59207	DULLYS DESIGNER HOMES PTY LTD	PLANT HIRE/ BUILDING SERVICES	53,292.75
8-Dec-23	NonEFT	59208	SHELL ENERGY RETAIL PTY LTD	ELECTRICITY SUPPLIES INCLUDING STREETLIGHTING	24,667.47
8-Dec-23	NonEFT	59209	ERTECH (QUEENSLAND) PTY LTD	LOWOOD MINDEN ROAD CONSTRUCTION CONTRACT	578,218.26
8-Dec-23	NonEFT	59210	ESK PLUMBING & DRAINAGE	PLUMBING SERVICES	770.00
8-Dec-23	NonEFT	59211	GREGORY MARK EVA	BUILDING SERVICES	778.80
8-Dec-23	NonEFT	59212	FELICITY MADEN	FLOWERS	80.00
8-Dec-23	NonEFT	59213	HOLCIM AUSTRALIA PTY LIMITED	CONCRETE PRODUCTS	57,456.84
8-Dec-23	NonEFT	59214	INERTIA ENGINEERING P/L	ENGINEERING CONSULTANCY SERVICES	14,300.00
8-Dec-23	NonEFT	59215		REFUND PLANNING CERTIFICATE CANCELLED	15,670.00
8-Dec-23	NonEFT	59216	JUST SPORTS N FITNESS	POOL MANAGEMENT SERVICES	17,545.00
8-Dec-23	NonEFT	59217	KEV BUTLER PLUMBING	PLUMBING SERVICES	15,961.16
8-Dec-23	NonEFT	59218	KILCOY RACE CLUB	CLEANING SERVICES	2,985.04
8-Dec-23	NonEFT	59219	KING & COMPANY SOLICITORS	LEGAL SERVICES	25,094.30
8-Dec-23	NonEFT	59220	LOCAL GOVERNMENT ASSOCIATION	TRAINING SERVICES	210.00
8-Dec-23	NonEFT	59221	LOCKYER BINS	OPERATION OF REFUSE & RECYCLING CENTRES	10,869.34
8-Dec-23	NonEFT	59222	THE LOCKYER & SOMERSET	ADVERTISING SERVICES	5,500.00
8-Dec-23	NonEFT	59223	MT BEPPO PUBLIC HALL	COMMUNITY ASSISTANCE GRANT	5,000.00
8-Dec-23	NonEFT	59224	ELIZABETH JANE NICHOLSON	ARTS EVENT SERVICES	930.00
8-Dec-23	NonEFT	59225	NK TRANSPORTATION P/L	ENGINEERING SERVICES	18,296.30
8-Dec-23	NonEFT	59226	O'KEEFE ELECTRICS	ELECTRICAL SERVICES	524.48
8-Dec-23	NonEFT	59227	ONF SURVEYORS	SURVEYING/ PLANNING SERVICES	10,120.00
8-Dec-23	NonEFT	59228	ORIGIN ENERGY	ELECTRICITY SUPPLY	7,920.14
8-Dec-23	NonEFT	59229	OUT THERE CYCLING	BUS HIRE	1,200.00
8-Dec-23	NonEFT	59230	PACIFIC PETROLEUM P/L	FUEL	24,811.17
8-Dec-23	NonEFT	59231	PACIFIC WATER TREATMENT	MECHANICAL PARTS/ REPAIRS	299.20
8-Dec-23	NonEFT	59232	PEAK SERVICES PTY LTD	STREETLIGHT STUDY	413.88
8-Dec-23	NonEFT	59233	THE PLANNING PRACTICE PTY LTD	PLANNING CONSULTANCY	12,485.00
8-Dec-23	NonEFT	59234	QCWA BRANCH ESK	VENUE HIRE	270.00
8-Dec-23	NonEFT	59235	QLD FAUNA CONSULTANCY PTY LTD	FAUNA MANAGEMENT SERVICES	7,173.38
8-Dec-23	NonEFT	59236	QUEENSLAND LOCAL	(LOCAL GOVERNMENT MUTUAL - L G M)	
8-Dec-23	NonEFT	59237	QLD POLICE-CITIZENS YOUTH	LIABILITY INSURANCE PREMIUMS/ EXCESS	7,500.00
8-Dec-23	NonEFT	59238		FERNVALE PCYC OPERATIONS	10,416.67
8-Dec-23	NonEFT	59239	KILCOY LAUNDRY	REFUND RATES - CANCELLED VALUATION 7/8-31/12	66,853.67
8-Dec-23	NonEFT	59240	AVANTIX	CLEANING SERVICES	436.76
8-Dec-23	NonEFT	59241	SOMERSET HEALTH AND FITNESS	BULK DOCUMENT SCANNING SERVICES	4,535.27
8-Dec-23	NonEFT	59242	STP CONSULTANTS (QLD) P/L	SPORTS FACILITY MANAGEMENT SERVICES	13,995.78
8-Dec-23	NonEFT	59243	TARAMPA SMASH REPAIRS	PLANNING CONSULTANCY	18,150.00
8-Dec-23	NonEFT	59244		VEHICLE REPAIR	7,500.00
8-Dec-23	NonEFT	59245	WRIGHT'S POSI HIRE	PT REFUND DA24247	220.00
8-Dec-23	NonEFT	59246	KARREMAN GROUP	PLANT HIRE SERVICES	2,277.00
8-Dec-23	NonEFT	59247		ROAD MAKING MATERIAL/ SERVICES	60,876.13
8-Dec-23	NonEFT	59248	PROJEX PARTNERS PTY LTD	RATES REFUND	1,000.00
16-Nov-23	EFT	693129	SOMERSET REGIONAL COUNCIL	ENGINEERING SERVICES	37,081.00
24-Nov-23	EFT	693849	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	2,494.70
28-Nov-23	EFT	694257	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	33,620.00
1-Dec-23	EFT	694444	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	50.00
8-Nov-23	EFT	1434264	TOYOTA FINANCE AUSTRALIA LTD	RECEIPTING & COST REALLOCATIONS	3,857.20
2-Nov-23	EFT	1535903	SOMERSET REGIONAL COUNCIL	VEHICLE LEASING	20,745.66
31-Oct-23	EFT	12891129	BP AUSTRALIA PTY LTD	RECEIPTING & COST REALLOCATIONS	1,440.00
30-Nov-23	EFT	12898512	BP AUSTRALIA PTY LTD	FUEL	39,423.58
28-Oct-23	EFT	29633439	AUSSIE BROADBAND LIMITED	FUEL	34,742.79
28-Oct-23	EFT	29633439	AUSSIE BROADBAND LIMITED	TELECOMMUNICATIONS SERVICES	3,553.31
1-Nov-23	EFT	55000043	LEASEPLAN	TELECOMMUNICATIONS SERVICES	3,396.90
1-Dec-23	EFT	59000048	LEASEPLAN	VEHICLE LEASING	4,815.61
				VEHICLE LEASING	8,131.64

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 31 OCTOBER 2023 TO 8 DECEMBER 2023



TRNDATE	Method	REF	NAME	Detail	Amount
6-Nov-23	EFT	1ATOPAY1	AUSTRALIAN TAXATION OFFICE	P A Y G TAX - PAYROLL DEDUCTIONS	142,947.00
20-Nov-23	EFT	1ATOPAY1	AUSTRALIAN TAXATION OFFICE	P A Y G TAX - PAYROLL DEDUCTIONS	271,224.00
4-Dec-23	EFT	1ATOPAY1	AUSTRALIAN TAXATION OFFICE	P A Y G TAX - PAYROLL DEDUCTIONS	156,100.00
6-Nov-23	EFT	1CASH10	CASH	PAYROLL TRANSACTION	457,518.11
20-Nov-23	EFT	1CASH11	CASH	PAYROLL TRANSACTION	664,960.80
4-Dec-23	EFT	1CASH12	CASH	PAYROLL TRANSACTION	483,181.82
6-Nov-23	EFT	1CFMEUN1	CFMEU CONSTRUCTION & GENERAL	PAYROLL DEDUCTIONS	284.80
20-Nov-23	EFT	1CFMEUN1	CFMEU CONSTRUCTION & GENERAL	PAYROLL DEDUCTIONS	284.80
4-Dec-23	EFT	1CFMEUN1	CFMEU CONSTRUCTION & GENERAL	PAYROLL DEDUCTIONS	284.80
6-Nov-23	EFT	1CHILSU1	Child Support Agency	PAYROLL DEDUCTIONS	438.96
20-Nov-23	EFT	1CHILSU1	Child Support Agency	PAYROLL DEDUCTIONS	518.43
4-Dec-23	EFT	1CHILSU1	Child Support Agency	PAYROLL DEDUCTIONS	518.43
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	842.17
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	923.51
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	428.46
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	110.00
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,716.51
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	30.00
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	7,375.44
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	12,199.82
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	305.03
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	60.00
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	468.50
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	627.63
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	167.29
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	179.39
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	134.34
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	171.13
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	142.74
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	145.63
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	263.85
6-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	137.25
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	1,463.50
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	1,533.46
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	428.46
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	110.00
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,716.51
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	30.00
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	11,947.08
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	19,643.61
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	493.46
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	60.00
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	827.36
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	993.58
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	167.29
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	289.34
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	226.68
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	270.03
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	244.57
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	251.48
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	426.19
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	236.84
20-Nov-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	232.11
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	898.60
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	979.09
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	428.46
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	110.00
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	1,816.51
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	30.00
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	7,744.87
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	13,361.94
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	323.33
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	60.00
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	514.20
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	660.73
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	167.29
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	190.16
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	143.59
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	175.03
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	176.17
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	152.59
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	160.86
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	279.68
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	146.55
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	150.89

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 31 OCTOBER 2023 TO 8 DECEMBER 2023



TRNDATE	Method	REF	NAME	Detail	Amount
4-Dec-23	EFT	1PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	178.65
6-Nov-23	EFT	1SUNSUP1	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	718.76
20-Nov-23	EFT	1SUNSUP1	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1,231.63
4-Dec-23	EFT	1SUNSUP1	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	974.31
6-Nov-23	EFT	1TRANWU1	TRANSPORT WORKERS UNION	PAYROLL DEDUCTIONS	29.00
20-Nov-23	EFT	1TRANWU1	TRANSPORT WORKERS UNION	PAYROLL DEDUCTIONS	29.00
4-Dec-23	EFT	1TRANWU1	TRANSPORT WORKERS UNION	PAYROLL DEDUCTIONS	29.00
6-Nov-23	EFT	2CASH10	CASH	D/CR PAY 2 PERIOD NO 10	24,166.69
20-Nov-23	EFT	2CASH11	CASH	D/CR PAY 2 PERIOD NO 11	24,166.69
4-Dec-23	EFT	2CASH12	CASH	D/CR PAY 2 PERIOD NO 12	24,166.69
6-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	760.04
6-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	182.41
6-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	850.00
6-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	152.01
6-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	152.01
20-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	760.04
20-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	182.41
20-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	850.00
20-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	152.01
20-Nov-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	152.01
4-Dec-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	760.04
4-Dec-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	182.41
4-Dec-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	850.00
4-Dec-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	152.01
4-Dec-23	EFT	2PAYCLE1	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	152.01
13-Nov-23	EFT	5184-5-0	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	7.50
14-Nov-23	EFT	ACCOUNT	NATIONAL AUSTRALIA BANK	ACCOUNT FEES NOV 23	96.40
31-Oct-23	EFT	BPAY FEE	NATIONAL AUSTRALIA BANK	BPAY FEES	4,675.08
9-Nov-23	EFT	E000147	AUSTRALIA POST BILLPAY	BILLPAY FEES	5,254.16
9-Nov-23	EFT	E000148	CASTROL AUSTRALIA PTY LIMITED	LUBRICANTS/ MECHANICAL FLUIDS	1,480.41
30-Oct-23	EFT	INVEST F	QUEENSLAND TREASURY CORP	INVESTMENT MOVEMENT	800,000.00
31-Oct-23	EFT	MERCH 31	NATIONAL AUSTRALIA BANK	BANK CHARGES	815.96
1-Nov-23	EFT	NAB CON	NATIONAL AUSTRALIA BANK	NAB CONNECT FEE SEPT	60.09
30-Nov-23	EFT	NOVEMBER	FREEDOM FUELS FERNVALE	FUEL	3,665.72
7-Nov-23	EFT	PI55437	PRINT MANAGEMENT FACILITIES	PRINTER SERVICES	6,270.00
7-Nov-23	EFT	SE RENTA	NATIONAL AUSTRALIA BANK	BANK CHARGES	1,845.58
6-Nov-23	EFT	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	71,662.01
20-Nov-23	EFT	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	113,023.54
4-Dec-23	EFT	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	76,700.98
6-Nov-23	EFT	SGL PY2P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,492.89
20-Nov-23	EFT	SGL PY2P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,492.89
4-Dec-23	EFT	SGL PY2P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,492.89
20-Nov-23	EFT	SPER 20-	STATE PENALTIES ENFORCEMENT	REFER FINES TO STATE DEBT COLLECTOR	547.40
3-Nov-23	EFT	SPER FEE	STATE PENALTIES ENFORCEMENT	REFER FINES TO STATE DEBT COLLECTOR	391.00
8-Nov-23	EFT	SPER FEE	STATE PENALTIES ENFORCEMENT	REFER FINES TO STATE DEBT COLLECTOR	1,798.60
23-Oct-23	EFT	15	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	200.00
15-Nov-23	EFT	64	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	1,050.00
24-Oct-23	EFT	310	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	100.00
13-Nov-23	EFT	312	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	22.00
13-Nov-23	EFT	313	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	20.00
31-Oct-23	EFT	37530	FREEDOM FUELS FERNVALE	FUEL	4,527.21
TOTAL PAYMENTS					13,108,909.51
TOTAL EFT					3,617,496.26
TOTAL NonEFT					9,491,413.25

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

To: Andrew Johnson – Chief Executive Officer
From: Caroline Smith – Arts and Culture Manager
Director: Matthew McGoldrick – Director Corporate and Community Services
Date: 11 December 2023
Subject: The Condensery Somerset Regional Art Gallery Advisory Committee Meeting
File Ref: The Condensery – Somerset Regional Art Gallery Advisory Committee
Action Officer: ACM

Background/Summary

The Condensery Somerset Regional Art Gallery Advisory Committee (CSRAG) meets each quarter to review the operations of The Condensery. The quarterly meeting of the Committee was held on Monday, 16 November 2023.

Attachments

Meeting Report for The Condensery - Somerset Regional Art Gallery Advisory Committee Meeting – 16 November 2023

Recommendation

THAT Council receive the meeting report for The Condensery Somerset Regional Art Gallery committee meeting held on Monday, 16 November 2023 and the contents be noted.



**Meeting Report of The Condensery – Somerset Regional Art
Gallery Committee
Thursday, 16 November 2023**

At The Condensery & Microsoft Teams

Present

Cr Helen Brieschke	(Somerset Regional Council)
Cr Graeme Lehmann	(Somerset Regional Council)
Mr Andrew Johnson	(Somerset Regional Council)
Mr Matthew McGoldrick	(Somerset Regional Council)
Ms Caroline Smith	(Somerset Regional Council)
Ms Carolyn Barker	(Committee Member)
Ms Rebekah Butler	(Committee Member)

Item 1: Opening of Meeting

The Chair, Cr Brieschke, opened the meeting at 1.00 pm.

Item 2: Apologies

Cr Gaedtke
Lydia Egunnike
Susan McConnel
Madeline Brewer

Item 3: Confirmation of Previous Meeting Report

Recommendation “THAT the Meeting Report for The Condensery Somerset Regional Art Gallery committee meeting held 7 August 2023 and the Special Meeting of 9 October 2023 as circulated to all Members, be confirmed”.

Consensus

Item 4: Business Arising out of Previous Meeting Reports

Makers Markets proposed for 15 June 2024 and a September/ October date also. Discussions have been had with the Esk Garden Lifestyle Fair organisers and they are generally supportive as the Fair has different stall holders. Suggested name is Makers Markets at The Condensery.

Front entrance signage has been installed, banner requires repairs due to the wind. The banner is being repaired and is with the supplier. Sandwich boards and lighting are currently in progress.

Item 5: The Condensery Report:**EXHIBITIONS**

- **The Good**, 22 July – 1 Oct
- **Kellie O Dempsey**, Artist in residence 2 – 4, 9 – 10 & 16 – 19 Aug
- **Ex Tenebris Lux**, 23 Aug – 1 Oct
- **Intimate Immensity**, 7 Oct – 3 Dec
- **Littoralis**, 7 Oct – 3 Dec

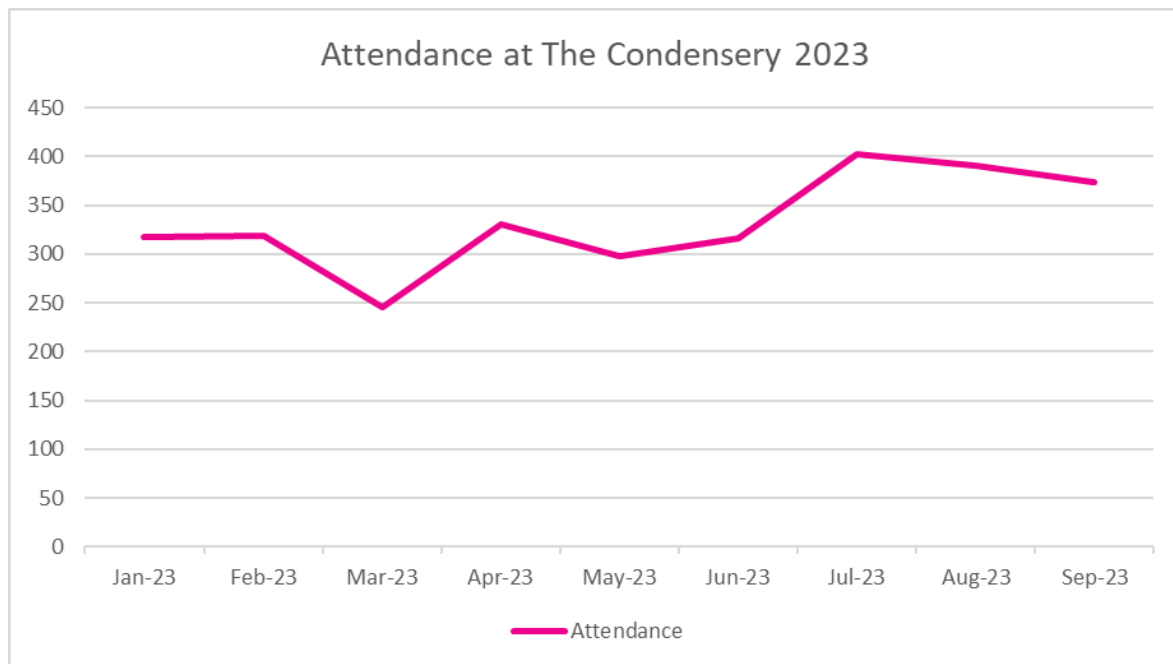
PROGRAMS

- **THE COLLAGE COLLISION** Saturday 12 Aug 2023
 - 5 participants
 - Explored the construction of images using collage and drawing with artist in residence Kellie O'Dempsey.
- **BOMB SHELTER PERFORMANCE DRAWING**, Saturday 12 Aug 2023
 - 12 attendees
 - Featured Artist-In-Residence Kellie O'Dempsey and sound artist Mick Dick for a live drawing and sound performance.
- **STORYTIME**, Thursday 31 Aug 2023 and Thursday 28 Sept
 - 2 sessions, 8 participants total

- Storytime is a new play session that encourages talking, reading, singing and creating. In August the Storytime theme was 'On the Farm', inspired by exhibition *The Good* by artist Anna Louise Richardson.
- Designed for young children, their parents and carers as part of the First 5 Forever initiative of the State Library of Queensland.
- **FILM PHOTO WALK WITH NAOMI MCKENZIE**, Saturday 16 Sept
 - 25 participants.
 - Event with Naomi McKenzie, a local Toogoolawah artist. Started with a brief artist talk with Gallery Curator on the development of her exhibition *Ex Tenebris Lux*, participants joined Naomi McKenzie for a photo walk around The Condensery's grounds. Participants took pictures on supplied film cameras and Naomi McKenzie developed the film onsite.
- **HEALING GARDEN** community workshops
 - WILDFLOWER CRAFTS WITH MAKIKO RAMSAY, Saturday 23 Sept 2023
 - 20 participants
 - WILDFLOWER CRAFTS WITH JANE NICHOLSON, Wednesday 20 Sept 2023
 - 3 participants
 - 2 x workshops at the SRC libraries, 28 participants
 - Other workshops, 13 participants
 - *NOTE: Total local participation is now 516 people!*
- **INTIMATE IMMENSITY & LITTORALIS EXHIBITION OPENING**, Saturday 14 October 2023
 - 65 attendees
 - Included artist talk with Anita Holtsclaw.
- **CREATION STATION**, children and families activity
 - Supported by Sue Plan, First 5 Forever.
 - Fly and fly swat making workshop to coincide with *The Good* designed by the artist.
 - Community poetry wall to coincide with *Intimate Immensity*.

ATTENDANCE

- 1,168 visitors for July - September
- 200 program attendees (including 64 from Healing Garden)



TOTAL: 2,995 attendance YTD.

FEEDBACK OVERVIEW

The Good:

- “Brilliant work!!!”
- “Excellent exhibition – what a God given gift.”
- “Beautiful. Peaceful.”
- “Lots of fond memories of our farm.”
- “Speechless”
- “Loved the charcoal.”

Ex Tenebris Lux:

- “Fabulous exhibition. Great venue. We will be back.”
- “Lovely display.”
- “Incredible.”
- “The merging of two talented artists – each complementing each other’s work in their individual lives. Congratulations!”

Intimate Immensity:

- “The detail is awesome.”
- “Fabulous!”
- “Intimate and immense!”

Littoralis:

- “Great display and moving images”

MARCOMMS TRENDS

- EDM
 - 1,200 contacts (+ 50 contact growth)
- Instagram
 - 1,136 followers (+ 76 follower growth)

- 11,779 impressions
- 1,275 accounts reached
- 1,190 content interactions
- Facebook
 - 1,896 page likes (+15 likes)
 - 1,458 reach

OTHER

- Started Storytime – varied success in terms of attendance. Participants have enjoyed the offering so far. Will revise structure for 2024.
- Artist in Residence offered mentorship to local artist. This received excellent feedback from the local artist who resolved her exhibition and is now looking to tour the show around Queensland.
- Bomb Shelter Call Out was successful. Received 18 applicants, with 2 being local artists.
- Wrapped up partnership with UQ Art Museum. Will receive an outcome report next month. Volunteers have expressed thanks for the opportunity and will continue the practice into the future.
- Grants lodged:
 - Regional Arts Fund Project Grant, **\$29,450** for Environment Biennial. Funding outcomes of this program will not be announced until December 2023.
 - Creative Australia Project Grant, **\$55,000** for Environment Biennial. Funding outcomes of this program will not be announced until December 2023.
 - Creative Australia Elevate: First Nations Storytelling (Literature) Grant, **\$10,000** for Lionel Fogarty exhibition. Lodged by Lionel Fogarty, supported by The Condensery.
 - Arts Queensland QASP, **\$24,410** for Lionel Fogarty exhibition and performances. Funding outcomes of this program will not be announced until January 2024.
 - Creative Australia (re)situate Biennale Delegates Program, **\$4,750** for Gallery Curator professional development. Funding outcomes of this program will not be announced until November 2023.
- Resolved 2024 exhibition program. Approved by Advisory Committee 9 October 2023 and ratified by Council. Progress towards the program will commence, including Bomb Shelter exhibitions.
- Numerous snake sightings. Risk assessment for snake and wildlife revised in consultation with SRC WHS.
- Held 4 x volunteer events:
 - *The Good*, group gallery walkthrough and morning tea.
 - Morning Tea and reflection with UQ Art Museum.
 - *Intimate Immensity*, group gallery walkthrough and morning tea.
 - Everyday Nature Sketchbook workshop with Deb Mostert.
- The Condensery markets – Proposed market dates for 2024 include;
 - 15 June 2024 (same day as Esk Garden and Lifestyle Fair and same month as Somerset Celebrates Art and a tentative date in September/October 2024)

Markets are a partnership event with Bristyle (currently rebranding). Their fee is \$900 + GST per market for which they provide;

BrisStyle

Sourcing stalls
Admin for stalls
Bump in and out plans
Site Map
Onsite staffing
Photography.
Marketing Support

to**cover:****Somerset Council to cover:**

Marketing Support
Waste removal
Venue Hire
Any additional theming/furniture
Music

UPCOMING

TASK	DETAIL
<ul style="list-style-type: none"> Upcoming 2023 public programs 	<ul style="list-style-type: none"> Artist Talk with Ian Friend 1 December Storytime 'My Imagination' 30 November Opening Celebration Healing Garden 9 December
<ul style="list-style-type: none"> Upcoming exhibitions 	<ul style="list-style-type: none"> Healing Garden, 9 Dec 2023 – 18 Feb 2024 Remnants Impressions, 9 Dec 2023 – 18 Feb 2024
<ul style="list-style-type: none"> Maker's Market 	<ul style="list-style-type: none"> Caroline to provide update.
<ul style="list-style-type: none"> Exterior Signage 	<ul style="list-style-type: none"> Pending installation (at time of report).
<ul style="list-style-type: none"> Environment Biennial 	<ul style="list-style-type: none"> Seeking funding. Will look to commence artist and curator engagement by February 2024.
<ul style="list-style-type: none"> 2024 Exhibition Program 	<ul style="list-style-type: none"> Will produce Annual Program printed collateral. In addition, look to develop a digital marketing package.
<ul style="list-style-type: none"> 2024 Exhibition Events 	<ul style="list-style-type: none"> Will look to schedule in Nov/Dec 2024.

Recommendation "THAT Council receive and note The Condensery update for the November 2023 period and:

Consensus

Item 6: The Condensery Budget

Recommendation “THAT the operating budget be accepted.

Consensus

Item 7: General business

7.1 Bomb Shelter Exhibitions

General discussion around the exhibition schedule for the bomb shelter.

7.2 Environment Biennial

Three grant applications in process for this exhibition. The exhibition will be shown in 2025 and the lead up for content will be done in 2024. Gallery Curator has a curator in mind. General consensus to engage with a local curator or judge for the exhibition if possible.

7.3 Local Artists

Discussions and representations from the community about the possibility of holding a local exhibition for the sake of holding an exhibition and allowing local artists to apply. Talk to the local artists about the program and that it is set in advance and that they could potentially work with the two upcoming exhibitions in 2024 and the fact that its being built into future programming. Professional development and developing the practice at local spaces may allow their practice to be refined and then able to exhibit at The Condensery.

Local artists exhibition would still need to be a curated exhibition and still make application and maybe for a shorter period of time. Local exhibition would be artists within the Somerset area. Allowing local artists to have some capability building. Maybe able to start with a two week period and then extend that over a number of years. Most of the exhibitions that have been programmed to include local artists and the period of time to develop could be 12-18 months. They are being developed by staff. If you further limit the length of time of an exhibition is displayed that is the opposite direction to most other galleries who are actually extending the exhibition timeframe.

Has there been any development of have local artists networking in the gallery or bringing in other industry experts in to talk with the local artists? There has been some development with workshops coming in the new year. We can look at the industry experts also.

We maybe able to simply bring local artists in for a coffee and a chat at The Condensery or maybe ask them to run a workshop.

General consensus to support one local curated exhibition toward the end of 2024 and then assess the possibilities to exhibit further in 2025. The exhibition in 2024 is dependent on discussions with the Curator.

7.4 The Condensery Masterplan

Previous plans will be referred to as Stage 2. The new concept/alternative would be stage 1. The concept includes demountable buildings. Demountable buildings will allow the plan to be done in a staged approach and potentially once the lifespan is reached sold and a permanent building built. The building could be made sympathetic to other buildings already onsite.

Does the committee wish to take this concept through to Council as an alternative that may allow it to be placed into the budget process and then start the process. Council would like

to have these projects as “shovel ready” so that they can apply for a grant when the appropriate grant comes along.

Council have already investigated the possibility of reinvigorating the licenced bore which would allow for the irrigation of the grounds and landscape area.

General discussion on signs and sign placement for The Condensery.

This concept informs the previous plan and allows the smaller items to be developed on a staged basis.

Consensus to proceed with proposed changes to the masterplan

Rebekah left the meeting at 3.23pm.

Meeting adjourned to allow change of venue 3.23pm and resumed at 3.27pm.

Item 8: Next Meeting

Item 9: Closure of Meeting

Summary There being no further business, the Chairperson closed the meeting at 3.32pm.

Item No.	Progress of Actions / Recommendations from Previous Meetings
Ongoing Items:	
1.	<p>THAT an item be placed on a future agenda for possible considerations regarding a permanent art collection.</p> <p>In progress: Ongoing.</p>
Other Items:	
2.	<p>THAT Council prioritise stage one “The Entrance” of the masterplan document, taking into consideration feedback from gallery committee members, and obtain appropriate quotes for budgetary consideration.</p> <p>In Progress: See Item. 10. Masterplan Redevelopment.</p>
3.	<p>THAT Council fund the production of new illuminated exterior signage at The Condensery for \$14,000 (ex GST) plus \$600 (ex GST) for installation to replace outdated existing signage.</p> <p>In Progress</p>
4.	<p>THAT Council establish a shop for the sale of The Condensery and exhibition related merchandise with EFTPOS as the preferred payment system, replacing a cash only model.</p> <p>In Progress</p>
5.	<p>THAT a paper be brought back to the Committee meeting in May presenting options for front of house staffing and the role of volunteers gallery ambassadors.</p> <p>In Progress</p>
6.	<p>THAT research into a creative/makers market be done with the view it is to be hosted on the Condensery grounds.</p> <p>In Progress</p>

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson – Chief Executive Officer
From: Caroline Smith – Arts and Culture Manager
Director: Matthew McGoldrick – Director Corporate and Community Services
Date: 11 December 2023
Subject: Regional Arts Development Fund Advisory Committee Meeting
File Ref: Regional Arts Development Fund Advisory Committee
Action Officer: ACM

Background/Summary

The Regional Arts Development Fund Advisory Committee met on Monday, 13 November 2023 to discuss miscellaneous items of business.

Attachments

Meeting Report for RADF Committee Meeting – 13 November 2023

Recommendation

THAT Council receive the meeting report for Regional Arts Development Fund committee meeting held on Monday, 13 November 2023 and the contents be noted.



**Meeting Report of Somerset Regional Arts Development Fund
Committee Meeting
Monday, 13 November 2023**

*Lyceum Room
Somerset Civic Centre
Esk Hampton Road
Esk*

Representatives

Cr Cheryl Gaedtke	(Somerset Regional Council)*
Cr Kylee Isidro	(Somerset Regional Council)*
Mr Matthew McGoldrick	(Somerset Regional Council)
Ms Caroline Smith	(Somerset Regional Council)
Ms Di Taylor	(Committee Member)*
Mr Jim Filmer	(Committee Member)
Ms Karen Leahy	(Committee Member)
Ms Nelle Smith	(Committee Member)

*Denotes attendance by Teams

Item 1: Opening of Meeting

The Chairperson, Cr Gaedtke, opened the meeting at 1:06pm.

Cr Gaedtke offered her thanks to the committee for their help and support over the last eight years. Please continue that great work for the next committee.

Item 2: Apologies

Ms Pipier Weller

Item 3: Confirmation of Previous Meeting Report

Consensus that the Meeting Report for the Somerset Regional Arts Development Fund Committee Meeting held 13 November 2023, as circulated to all Members, be confirmed.

Item 4: Correspondence

Correspondence from Arts Queensland outcome report and letter from Minister for the Communities and Arts noting the funding for the coming year and the changes coming to RADF was presented.

Item 5: Business Arising out of Previous Meeting Reports

Further information on the previously lodged Minden State School application was provided. No further application has been received from this applicant.

Item 6: Progression of Approved RADF Funding Applications

Progression of Approved RADF Funding Applications

- Somerset Regional Council – “Cultural Activation – 2022/23”
 - ☒ Stage 1 – Proposal Snapshot (Doc Id.)
 - ☐ Letter advising Stage 1 Application Successful
 - ☒ Stage 2 – Application (Doc Id.)
 - ☒ Letter of offer sent (Doc Id.)
 - ☐ Acquittal statement returned (Doc Id.)
- Brisbane Valley Rail Trail – “Fernvale Mural”
 - ☒ Stage 1 – Proposal Snapshot (Doc Id.)
 - ☐ Letter advising Stage 1 Application Successful
 - ☒ Stage 2 – Application (Doc Id.)
 - ☒ Letter of offer sent (Doc Id.)
 - ☐ Acquittal statement returned (Doc Id.)
- Toogoolawah History Group – “Stage 2 Museum Curation”
 - ☒ Stage 1 – Proposal Snapshot (Doc Id.)
 - ☒ Letter advising Stage 1 Application Successful
 - ☒ Stage 2 – Application (Doc Id.)

- ☒ Letter of offer sent (Doc Id.)
- ☐ Acquittal statement returned (Doc Id.)
- Noosa Film Academy – “Stage 2 Final 2024”
 - ☒ Stage 1 – Proposal Snapshot (Doc Id.)
 - ☒ Letter advising Stage 1 Application Successful
 - ☒ Stage 2 – Application (Doc Id.)
 - ☒ Letter of offer sent (Doc Id.)
 - ☐ Acquittal statement returned (Doc Id.)
- **Out of Round approval** -Linville Progress Association – “Linville Heritage and Arts Festival – Under the Stars with Voices chamber music”
 - ☒ Stage 1 – Proposal Snapshot (Doc Id.)
 - ☒ Letter advising Stage 1 Application Successful
 - ☒ Stage 2 – Application (Doc Id.)
 - ☒ Letter of offer sent (Doc Id.)
 - ☐ Acquittal statement returned (Doc Id.)

Item 7: Reconciliation of RADF Monies

[illegible]

General consensus that the reconciliation of RADF monies held by Council as at 10 November 2023 be accepted.

Item 8: RADF Funding Applications submitted for consideration

RADF Funding Applications submitted for consideration

- William Howard Edmunds – “I Will Always Love You”
 - ☒ Stage 1 – Proposal Snapshot (Doc Id.)

☒ Letter advising Stage 1 Application Successful

☒ Stage 2 – Application (Doc Id.)

General consensus to support the application for an amount of \$6784.

Nelle Smith declared a conflict of interest in the following item and left the room at 1.31pm.

- Sandra Hook – “McGregor Workshop – Anatomical figure drawing”

☒ Stage 1 – Proposal Snapshot (Doc Id.)

☒ Letter advising Stage 1 Application Successful

☒ Stage 2 – Application (Doc Id.)

General consensus to support the application for an amount of \$1502

Nelle Smith returned to the meeting at 1.38pm.

- Olivia Everitt – “Grant writing for the arts – workshop series”

☒ Stage 1 – Proposal Snapshot (Doc Id.)

☒ Letter advising Stage 1 Application Successful

☒ Stage 2 – Application (Doc Id.)

As the region has just hosted grant writing workshops it was felt that it may be more beneficial to hold these at a later date, suggested that this be communicated to the applicant. General consensus that the application not be supported.

- Mayk Studio – “Kids Drawing”

☒ Stage 1 – Proposal Snapshot (Doc Id.)

☒ Letter advising Stage 1 Application Successful

☒ Stage 2 – Application (Doc Id.)

General consensus to support the application for an amount of \$1,400 subject to the applicant holding an additional workshop and offering both workshops at no cost to the participants.

Jim Filmer declared a conflict of interest in the following item and left the room at 1.53pm.

- Jim Filmer – “Shared Words – Lives Lived: Jagera Nation”

☒ Stage 1 – Proposal Snapshot (Doc Id.)

☒ Letter advising Stage 1 Application Successful

☒ Stage 2 – Application (Doc Id.)

General consensus to support the application for an amount of \$7660.

Jim Filmer returned to the meeting at 2.11pm.

Di Taylor left the meeting at 2.01pm.

- Somerset Regional Council – “Arts Alive 2024”

☒ Stage 1 – Proposal Snapshot (Doc Id.)

☒ Letter advising Stage 1 Application Successful

☒ Stage 2 – Application (Doc Id.)

General consensus to support the application for an amount of \$12,000.

Item 9: Outcome Reports

Outcome Reports

- Embodied Media – “Carbon Dating (Somerset)”

☒ Stage 1 – Proposal Snapshot (Doc Id.)

☒ Letter advising Stage 1 Application Successful

☒ Stage 2 – Application (Doc Id.)

☒ Letter of offer sent (Doc Id.)

☒ Acquittal statement returned (Doc Id.)

Toogoolawah & District History Group “Upgrade of T&DHG Museum Collection - Stage 1”

☒ Stage 1 – Proposal Snapshot (Doc Id.)

☒ Letter advising Stage 1 Application Successful

☒ Stage 2 – Application (Doc Id.)

☒ Letter of offer sent (Doc Id.)

☒ Acquittal statement returned (Doc Id.)

Somerset Regional Council – “Historic bomb shelter artist residency”

☒ Stage 2 – Application (Doc Id.)

☒ Letter of offer sent (Doc Id.)

☒ Acquittal statement returned (Doc Id.)

General consensus that the outcome reports for Carbon Dating (Somerset), Upgrade of T&DHG Museum Collection Stage 1 and Historic bomb shelter artist residency be received and the contents noted.

Item 10: General Business

Markets to activate the exterior of The Condensery may be held in 2024.

Item 11: Closure of Meeting

There being no further business, the Chairperson closed the meeting at 2.49pm.

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: 11 December 2023
Subject: Esk Recreation Grounds Advisory Committee Meeting
File Ref: Community Services - Meetings – 2020 – 2024 – Esk Recreation Grounds Advisory Committee

Action Officer: DCORP

Background/Summary

The Esk Recreation Grounds Advisory Committee meets each quarter to review the operations of the grounds. The quarterly meeting of the Committee was held on Tuesday, 21 November 2023.

Attachments

Meeting Report Esk Recreation Ground Advisory Committee 21 November 2023.

Recommendation

THAT Council

1. receive the meeting report for the quarterly meeting of the Esk Recreation Grounds Advisory Committee held on Tuesday, 21 November 2023 and the contents be noted.
2. are prepared to provide funding support for the upgrades to the Esk Recreation Grounds up to an amount of fifty percent of the project costs on the condition that a positive cost benefit analysis is achieved.



**Meeting Report for
Esk Recreation Grounds Advisory Committee Meeting
Held Tuesday, 21 November 2023**

*Held at Esk Country Golf Club
Hampton Road
ESK*

Representatives

Cr Bob Whalley	(Somerset Regional Council)
Cr Kylee Isidro	(Somerset Regional Council)
Mr Matthew McGoldrick	(Somerset Regional Council)
Mr Ben Drynan	(Esk Pastoral Agricultural & Industrial Assn Inc.)
Mr Jim Kruger	(Esk Campdraft Association Inc)
Mr Paul Clifford	(Esk Jockey Club)
Mr John Drynan	(Esk Pastoral Agricultural & Industrial Assn Inc.)
Mr Luke Latter	(Esk Country Golf Club Inc)
Mrs Carmel Lynch	(Esk Jockey Club)
Mr Graeme Lynch	(Esk Jockey Club)

Item 1: Opening of Meeting

The Chair, Cr Whalley opened the meeting at 4.03pm.

Item 2: Apologies**Item 3: Confirmation of Previous Meeting Report**

Consensus "That the Meeting Report of the Esk Racecourse Advisory Committee Meeting held Tuesday, 15 August 2023 as circulated to all Members be confirmed".

Item 4: Business Arising out of Previous Meeting Reports

- Esk Show Society has been successful in obtaining a grant for maintenance to Bryden Hall and grandstands.
- Show Society sought confirmation that if there is an increase in the price of the quote from Daniel Banditt will Council cover the difference. Director advised that Council will cover the difference if it is small out of the maintenance budget otherwise will have to go to Council for a decision.
- Esk Jockey Club has been successful in obtaining a grant from Racing Queensland for the water, however we have issues with getting power to the tank however the transformer will need to be upgraded. Energex have provided advise to contact a hotline. Pete Stevenson electrical will provide the details to Council to enable an application to be lodged for the transformer.
- Esk Campdraft have been successful in obtaining a grant for another gable to effectively enclose the space.

Paul Clifford joined the meeting at 4.14pm.

Item 5: Financial Report

An overview was given of recurrent revenue and recurrent expenditure of the Esk Showground for the quarter to 30 September 2023.

Esk Showgrounds								
Quarterly Income and Expenditure To 30 September 2023								
Quarter ending:	30/09/2023	31/12/2023	30/03/2024	29/06/2024	TOTAL YTD 2023-2024	Budget 2023-24	Prior Year Total 30/06/2023	Prior Year Budget 2022-23
Revenue	815	-	-	-	815	2,400	4,259	2,400
Expenditure								
Fixed Costs	-	-	-	-	-	2,654	2,652	2,324
Maintenance & Amenities Upgrade	12,703	-	-	-	12,703	69,630	48,179	29,630
Capital projects	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-

Consensus "THAT the Financial report be received and noted."

Item 6: Correspondence

Email from Esk Show Society regarding the hire of the grounds by Rail Trail Riders on 16 May 2024.

Feedback from the Esk Show Society was that the booking doesn't allow enough time to remediate any damage prior to the Esk Show. Suggested that another date may be a viable alternative.

Item 7: General Business**7.1 Booking Calendar**

Esk Campdraft dates have been set as Friday, Saturday and Sunday 3, 4 and 5 May, meaning the group will require the grounds from Thursday, 2 May 2024.

Luke Latter joined the meeting at 4.23pm.

Facility Review

An overview of the facility review was presented by Matthew. The consultant that has been appointed to undertake the work is Nicole Zimmerle Alliance Planning. Questions raised are

- What facilities are needed in an area like Somerset?
- How does Somerset fit within the greater equine industry in SEQ and Queensland?
- What quality of facilities should be on offer in the region?
- What standards are there for (or should be applied to) camp draft, rodeo, polocrosse and pony club grounds?
- If standards are applied to the region's facilities how do the region's facilities compare with the standards, with other regions?
- What are the gaps in the Council and Community facilities meeting the standards? Do the master plans consider this issue?
- Should there be a focus on fewer facilities that are of a better quality?
- If a better long-term investment is, fewer facilities of a better quality provide recommendations and strategies to achieve the recommendations. For example, should each facility be the best facility in region for a particular Equine pursuit, that is Toogoolawah – Campdraft?
- Access to camping, camping facilities, veterinary services, saddleries and horse feed suppliers is important to horse owners. How does the Somerset region compare with other regions, SEQ and Queensland generally? When considering the issues of horse ownership more generally what can Council and the region do to promote better services at the Showgrounds or more generally in the community?

Council are taking a holistic approach to all of the grounds, talking to all of the user groups and encompassing what would be best practice for that group. Council is trying to determine how the Council is placed to attract major events in Southeast Queensland at each of these grounds. It will be a high-level document with a fairly wide scope.

User groups are noting an increase in patronage at events and would be keen to see further enhancements. This report is not looking to detract from current groups or facilities, simply looking for projects that are able to be put forward for major grants i.e. building a business case.

Kilcoy is a facility that has multiple drivers that are receiving a ground swell of support enabling it to continue moving forward. Groups expressed frustration around the facility use and maintenance in comparison to Kilcoy facilities.

User groups are asked to forward any questions about the matter through. Council will seek to answer them as best they can.

Late item - Esk Jockey Club Building Upgrades and AEC Group Report

Director Corporate Services presented the AEC Group economic analysis report and sought feedback from user groups. A project scope and calendar bookings were provided to AEC Group to undertake an analysis enabling a Cost Benefit Ratio (CBR) to be devised. The CBR needs to be positive to enable a funding application to proceed. It is currently positive noting however that the numbers of patrons at events would have to increase for this to remain. This analysis is needed to enable grant applications of over \$500,000. The report contains consultant's suggestions on how to achieve the positive CBR.

The Golf Club is happy to accommodate more events, just needs to be communicated effectively.

Esk Jockey Club advised that July race meetings are currently attracting approximately 2000 people. A potential question for consultant to consider with Racing Queensland is the availability of additional dates to Esk Jockey Club in the future.

User Groups were concerned that the timeframe for the potential build up to funding was too long and that this would detract from the facility going forward.

The Chair asked the user groups to read the report and consider the matters contained within it as it has only been presented so late. Any questions raised by the report should be sent to Council.

Esk Show Society

Nil.

Esk Campdraft

Campdraft requested removal of the buried old post located in the front of the Campdraft camp area. The post is exposed but is located directly in front of the camp gates. Campdraft have tried removal but were unsuccessful. Council to investigate and remove where possible.

Esk Jockey Club

Jockey Club noted thanks to the Esk Golf Club for the help to clean the facilities after the storm on the weekend of 11 November 2023. Also, to Charlene Meehan for all her assistance throughout the year. Two maintenance requests were noted for the facilities at the dining hall – shower area requires cleaning and the gutters are overflowing with debris..

Esk Country Golf Club

Golf Club noted thanks to Council and other user groups for supporting the application for water. They are expecting to find out the results in March.

The groups all noted season's greetings to the committee and their wider user groups.

Cr Wendt offered season's greetings to the groups and noted the efforts of the volunteers for the improvement of the facility.

Cr Whalley stated that there has been a fantastic effort throughout the year and these discussions produce the best outcomes for our community and its facility. This being the last meeting for this term of Council, I would like to wish you and your family a happy and safe festive season. I would also like to thank Matthew for his assistance with this committee and all the advisory groups and I wish him well with his transition to a new role.

Item 10: Closure of Meeting**Summary**

There being no further business, the Chairperson closed the meeting at 5.37pm.

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: 11 December 2023
Subject: Kilcoy Recreation Ground Advisory Committee
File Ref: Kilcoy Recreation Ground Advisory Committee
Action Officer: DCORP

Background/Summary

The Kilcoy Recreation Ground Advisory Committee meets each quarter to review the operations of the Kilcoy Recreation Grounds. The quarterly meeting of the Committee was held on Thursday, 7 December 2023. With representatives from each of the user groups present.

Attachments

Attachment 1: Meeting Report Kilcoy Recreation Grounds Advisory Committee Meeting – 7 December 2023

Recommendation

THAT Council receive the meeting report for the quarterly meeting of the Kilcoy Recreation Ground Advisory Committee held on Thursday, 7 December 2023 and the contents be noted.



Meeting Report for Kilcoy Recreation Grounds Committee Meeting held Thursday, 7 December 2023

*Held at Dining Pavilion
Kilcoy Showground
26 Showgrounds Road
Woolmar
Via KILCOY*

Representatives

Cr Bob Whalley (Chairperson)
Cr Cheryl Gaedtke
Mr Matthew McGoldrick
Mrs Jenny Searle
Mr Kevin Dixon
Mr Clay Colless
Mr Neville Green
Mr Jim Traves
Mr Kym Modistach
Mr Chris Anderson
Mr Robbie Christie

Somerset Regional Council
Somerset Regional Council
Somerset Regional Council
Kilcoy Race Club
Kilcoy Race Club
Stanley Rivers Polocrosse Club
Stanley Rivers Polocrosse Club
Kilcoy Pony Club
Kilcoy P A and I Society
Kilcoy P A and I Society
Kilcoy Rodeo Committee

Item 1: Opening of Meeting

The Chair, Cr Bob Whalley opened the meeting at 3:10pm.

Item 2: Apologies

Nil

Item 3: Confirmation of Previous Meeting Report

Confirmed

Recommendation: "That the Meeting Minutes of the Kilcoy Recreation Grounds Advisory Committee Meeting held Thursday, 31 August 2023, as circulated to all Members, are confirmed".

Consensus

Item 4: Business arising out of previous meeting reports

Nil

Item 5: Financial Report

An overview was given of recurrent revenue and recurrent expenditure of the Kilcoy Showground for the quarter to 30 September 2023:

Kilcoy Showgrounds								
Quarterly Income and Expenditure To 30 September 2023								
Quarter ending:	30/09/2023	31/12/2023	30/03/2024	29/06/2024	TOTAL YTD 2023-2024	Budget 2023-24	Prior Year Total 30/06/2023	Prior Year Budget 2022-23
Revenue	29,955	-	-	-	29,955	45,600	41,991	45,600
Expenditure								
Maintenance/ Ground Changes	84,066				84,066	85,701	115,321	85,701
Capital Works								
Kilcoy Showground Considered for Way	-	-	-	-	-	220,000		220,000
Kilcoy Showground Road	81	-	-	-	81		83,274	

Recommendation: “That the Financial report be received and noted”.

Consensus

Item 6: Correspondence

Kilcoy Rodeo – Grandstands and Rodeo Arena Lighting
Kilcoy Show Society – update on painting the last piece of the arena fence and maintenance items.

Item 7: Booking Calendar

Kilcoy Show Society noted a change of date to the show. The dates will now be Friday 26 and Saturday 27 July 2023. It was noted that the Kilcoy Campdraft will rip the arena in May prior to the Show in July. Kilcoy Polocrosse advised that the dates of 29 and 30 June and 10 and 11 August are now not needed.

Item 8: General Business

Kilcoy Rodeo has received an offer from Woodford Show Society for the purchase of four grandstands at \$750 each and an estimate of \$500 to upgrade. The Rodeo would like other groups to help with the cost of purchase for the use of all the users of the grounds. The Pony Club would support one but that would have to be approved at a pony club meeting. General consensus to support the project to an amount of \$1500 and the Rodeo will continue to find a standard that the grandstands are built to make them complaint.

Lighting to the main arena. Nathan Gundry has advised that the infrastructure etc is very close to the Rodeo arena and the towers will be 8m tall with an array of lights to suit the rodeo. Rodeo will continue working to bring a quote for the work back to the group.

Facility Review

Council are looking at each of the facilities throughout the region and identifying the use and how the facilities fit within the region and state. Alliance Planning is undertaking the review and the review is expected to be completed about June 2024. The Chair sought feedback from the groups and asked groups to send through questions and/or comments regarding the review.

Extension of Ken and Mary Nunn Pavilion

Extension plans were tabled by Director Corporates Services. A footpath to the edge of the awning would alleviate the “wash” occurring under the building. The intention from here is to draft the plans to a better standard. Race Club have asked for line-of-sight drawings from the cameras and the spectator mounds to be provided. The polocrosse expressed that they were not in favour of the extension.

As the extension was originally undertaken as The Working Cow Horse were seeking a space to store their caravan, groups sought to understand what the problem was with the building being placed at the cattle yards or on the end of the poultry pavilion.

Filling of the drain

Kilcoy Rodeo questioned that the filling of the drain is not going to make water back up and stay in the end of the horse stall area, we don't want it to stay in the lowest point which is currently those stalls. The Chair explained that the drain is being filled and that a drain is being put in from the 400m mark around to the area which should alleviate the water issue. The raised mound near the ken and Mary Nunn Pavilion was designed as a viewing platform for the Rodeo. Kilcoy Rodeo asked that if there are any alterations to the mound that they be consulted prior to alterations taking place.

Once the drain is filled the rehabilitation of the drain area will be grassed if the quote is acted upon early enough in the season.

Kilcoy Show society

The bridge that is used to get across the racetrack needs to be replaced and the Society has sought a grant for this purpose and an outcome is expected in August.

Kilcoy Pony Club

The Pony Club raised the issue that the gates in the Campdraft arena are all locked and the handles have been removed. It is a safety issue for the pony club when they run a Campdraft as the volunteers are currently having to get in with cattle to work them rather than the using the walkways etc.

General consensus that Council write to the Campdraft Association seeking a reason for the current situation pending the outcome, the Campdraft be asked that either keys be provided to the locks or the locks removed and the handles be returned the grounds.

Kilcoy Rodeo

The Rodeo asked if it is possible to have Friday night camping for the Rodeo? If the camping is not allowed at the grounds the campers can not be controlled at other areas outside the showgrounds. Ancillary camping is supposed to be associated with an event. That allows Council and the committee to control the grounds. Council to investigate and respond to Rodeo if this is permissible.

Kilcoy Race Club

Kilcoy Campdraft ripped the arena the day of a race meeting which covered the area in dust. Could the group please communicate with other users prior to doing these things as that will allow the group to advise when the best time to carry out the works is or at the very least cover equipment.

Update on new pump. It is to be installed in January and connected to the existing main. The project is moving along nicely.

Cr Gaedtke wished the committee Merry Christmas and expressed her wishes that the user groups continue to work together in the future in the positive manner in which they have been accustomed. She also asked groups to provide their feedback to the facility review.

The Chair thanked the committee for their input and effort throughout the year. It is these groups that allow Council to make informed decisions. Full credit to you on the state of the grounds and the way in which all groups work together for the betterment of the region. Merry Christmas! May the festive season be a prosperous and happy one for you and your loved ones. This will be the last meeting of this advisory group for this term of Council.

Item 10: Closure of Meeting

Summary	There being no further business, the Chairperson closed the meeting at 4.43pm.
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Item No.	Progress of Actions / Recommendations from Previous Meetings	Action Officer
Somerset Regional Council		
1.	Kilcoy Race Club training track proposal (Doc id 1135516, 1135805, 1171932)	DCORP
2.	Lighting - Generic areas outside the main arena need to be investigated	DCORP
3.	Preparation of Polo Field 5, camping area at Sheep Station Creek and reconfiguration of Polo fields at the southern end of Menzies lagoon.	DCORP
4.	Provision of water to camping area and investigation of provision of toilets and showers.	DCORP
5.	Council write to the Campdraft Association seeking a reason for the current situation pending the outcome, the Campdraft be asked that either keys be provided to the locks, or the locks removed and the handles be returned the grounds.	
6.	Council investigate the possibility of camping on Friday night for Kilcoy Rodeo.	
All parties		
7.	THAT stakeholders be required to undertake an inspection of their area immediately following a hire, with Council to be advised of any damage.	

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Caroline Smith, Manager Arts and Culture
Director: Caroline Smith, Manager Arts and Culture
Date: 11 December 2023
Subject: Somerset Civic Centre Advisory Committee Meeting
File Ref: Community Services - Meetings – 2021 – 2024 Somerset Civic Centre Advisory Committee

Action Officer: ACM

Background/Summary

The Somerset Civic Centre Advisory Committee met on 28 November 2023 to discuss various items of business.

Attachments

Attachment 1: Meeting Report Somerset Civic Centre Advisory Committee – 28 November 2023.

Recommendation

THAT the Somerset Civic Centre Advisory Committee report from Tuesday 28 November 2023 be received.



**Meeting Report of Somerset Civic Centre Advisory
Committee Meeting
Tuesday, 28 November 2023**

Held Somerset Civic Centre Esk

Representatives

Cr Kylee Isidro	(Somerset Regional Council)
Cr Helen Brieschke	(Somerset Regional Council)
Mr Matthew McGoldrick	(Somerset Regional Council)
Ms Caroline Smith	(Somerset Regional Council)
Ms Carmen Russell	(Somerset Regional Council)
Mr Peter Edwards	(Committee Member)
Mr John Preston	(Committee Member)
Mrs Ruth Skippen	(Committee Member)

Item 1: Opening of Meeting

The meeting was opened by the Chair Cr Isidro at 1.03pm.

Item 2: Apologies

Gary Williamson

Item 3: Confirmation of Previous Meeting Report

General consensus that the Meeting Report for the Somerset Civic Centre Advisory Committee Meeting held 29 August 2023, as circulated to all Members, be confirmed.

Item 4: Business Arising from Previous report

Somerset Civic Centre signage concept development

General agreement that a combination of 1 and 2 will be selected for signage. As a result Goldi will re-create new mockups to be considered based on combination

Acoustics update

Once new speakers in auditorium are installed then treatment quotes and requirements will be worked out first. Will see how sound goes for individual groups with the new speakers.

Item 5: Correspondence

Nil

Item 6: Somerset Civic Centre Operations Update

Four programmed events in the previous quarter

- Aladdin and his Magic Smartwatch: Attendance was not as good as anticipated, however those who did attend enjoyed the show. Unlikely we would engage with that company again given the production value versus the cost outlay.
- Grant Writing Workshop: There were 23 registered to attend, but only 5 on the day. Great presentation and a lot of useful information provided. Great feedback overall.
- Pop-Up Recording Studio: Fully booked for the three days it ran. Still no feedback on potential future pop-ups at this stage.
- Drag Bingo: Wonderful entertainment, everyone who attended seemed to have a great time. Financially was a success with \$371.11 in revenue overall (see appendix B). Will look at hosting the same, if not a similar event again in the future.

In 2024 we will be introducing free Ballet classes for children and a new event in February called Somerset KidsQuest, combining education through fun. It will feature interactive experiences, workshops and talks.

Discussions have been held with Valley of the Lakes Garden Club to further their Garden fair capabilities for 2024.

Item 7: General Business

- Peter mentioned that on the stage there is an AV box not working, in the back left-hand corner.
- Took an opportunity with visual focus being on site to get a lighting quote.

Recommendation was that all lights move across to LED/digital system

Beautification of depot side of building

- More trees and bushes to block site of depot from side of building.

Kids drama going well, continue to 2024.

- Potentially investigate grant funding to reduce costs to families.
- Kids drama speak to youth engagement for access funding.

Added stage door for lyceum room going ahead.

- Happening during speaker prep in early December 2023

Secondary lighting quotes to be obtained.

- Visual Focus gives us a starting point to work from
- John Preston has a contact he will reach out to.

Secondary choir member on committee

- Wait until the new committee is formed in 2024 to put forward new members.

General thanks to all members of the committee for the work accomplished so far.

Item 8: Next Meeting

It was noted that the next meeting date will be determined by Council after Local Government Elections in March.

Item 9: Closure of Meeting

Summary

There being no further business, the Chairperson closed the meeting at 2.26pm.

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: 12 December 2023
Subject: Tender 1339 – Esk Football Grounds Field Refurbishment
File Ref: CORPORATE MANAGEMENT / TENDERING – QUOTATIONS / 2023
– 2024 – Tender / Tender 1339
Action Officer: CTM

Background/Summary

In May 2023, Council was notified of the successful application through Queensland Government Minor Infrastructure Program – Round 1 to undertake field refurbishments to the Esk Football Grounds. The scope of works for the project includes the supply and installation of an irrigation tank, reticulated irrigation system, digital operating system and new goal posts, as well as aeration and top-dressing of the rectangular field.

The Minor Infrastructure Program is administered by the Queensland Department of Tourism, Innovation and Sport, with Round 1 projects to be completed by 31 December 2024.

The total value of the project, including Council contributions, is \$243,374 including GST.

On 15 November 2023, a call for tender was published for Tender 1339, a design and construction project, for the Esk Football Grounds Field Refurbishment per the aforementioned scope of works. Tenders closed on 6 December 2023, and were promoted and collected through vendor panel.

A mandatory tender site visit was held on 22 November 2023. Two contractors were represented at the tender site visit.

One conforming tender response was received.

The tender response was reviewed by an independent third party to confirm the tender conforms to the tender specifications and conditions. A confidential assessment is attached for reference.

The conforming tender is from Hydro Vision Pty Ltd and represents the best value for money selection for Council.

Attachments

1. Confidential assessment of the response for Tender 1339

Recommendation

THAT Council accept the tender response from Hydro Vision Pty Ltd for Tender 1339 – Esk Football Grounds Field Refurbishment, totalling \$211,046 including GST.

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: 21 December 2023
Subject: Pipeliner Park Shed lease/Licence – Tender
File Ref: SRC/Council Properties/Usage
Action Officer: DCORP

Background/Summary

Council purchased the old Fire Station site in late 2021 from a private owner who had purchased the property approximately 2 years earlier from the Queensland Fire and Emergency Service. The property included the old Fire Station and adjoining shed within a fenced area and the Apex Shed outside the fenced area. The site is at 12 Heap Street Esk, Lot 138 SP132929 and is an area of 1574 m². The Apex Shed is approximately an 7 metre by 5 metre shed. When the property was purchased from the private property owner no tenure arrangement was provided to Council.

After the purchase in late 2021 Apex were contacted and asked about the tenure arrangement for the shed. In early 2022 Apex advised that the club was having difficulty attracting and retaining members and that the future of the club was uncertain. This was reinforced by contact with the club in late 2022 and early 2023. The club provided a letter to Council on the 7th July formally advising that operations had ceased and the club had folded. The assets of the club other than the shed were being donated locally.

A Licence for the Shed and a small space around the shed was Tendered. The Licence of the former Apex Shed will be for a year from 1 December 2023 to 30 November 2024.

Three submissions were received for the Licence. They were from: the Esk Men's Shed, the BVRT Users Association and the Valley of the Lakes Garden club.

The Valley of the Lakes Garden club have a significant amount of event equipment that they currently store in Committee members houses. The usage of the shed by the Valley of the Lakes Garden Club would represent the best usage of the shed as an outcome for Council when considering the organising of the Lifestyle and Garden Festival, the largest community event in Somerset that is hosted in Pipeliner Park annually.

Attachments

Attachment 1 – Area of Licence

Recommendation

THAT Council award the Tender for the Licence over the Former Apex Shed in Pipeliner Park for a period of a year commencing 1 December 2023 incorporating the restrictions as set out in the attached proposed Licence and the area to be Tendered as indicated on the attached aerial photo to the Valley of the Lakes Garden Club.



Area of Licence for Shed - Heap Street

Map Zoom Width: 0.08384 km
1:493.4

Friday, 15 September 2023



PO Box 117
2 Redbank St
Esk QLD 4312
Ph. 07 5424 4000



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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: 21 December 2023

Subject: Tenders for Grazing Rights

File Ref: Tendering–Quotation -2022-2023–Tenders-Tender 1296-Closes 11am
25 May 2023

Tendering–Quotation -2022-2023–Tenders-Tender 1297-Closes 11am
25 May 2023

Tendering–Quotation -2022-2023–Tenders-Tender 1298-Closes 11am
25 May 2023

Tendering–Quotation -2022-2023–Tenders-Tender 1299-Closes 11am
25 May 2023

Action Officer: DCORP

Background/Summary

Council has invited tenders for a grazing lease on the following Council land for the below periods:

For the period 1 August 2024 - 31 July 2027:

Tender No. 1295: Lot 6 RP176587 – Lowood-Minden Road, Lowood (1.501ha)

Tender No. 1296: Lot 94 CC3388 – Reinbotts Road, Lowood (5.14ha)

Tender No. 1297: Lot 2 SP117270 – Mount Beppo Road, Mount Beppo (30.52ha)

Tender No. 1298: Lot 22 RP144072 – Nerreman Road, Wivenhoe Pocket (4.113ha)

Tender No. 1299: Lot 2 SP225650 – Winya Road Kilcoy (2.98ha)

Tenders closed on 25 May 2023 with the following tenders being received:

Location	Number of Tenders Received	Successful Tenderer	Amount (GST incl.) per annum
Lowood Minden Road, Lowood	Nil received		
Reinbotts Rd, Lowood	Nil received		
Mount Beppo Rd, Mount Beppo	2	Kelvin Allery	\$5200.00
Nerreman Rd	Nil received		
Winya Rd, Winya	2	Travis Hungerford	\$1150.00

Council does not bind itself to accept the highest or any tender. In this instance it would be appropriate to accept the Tenders for Mt Beppo and Winya Rd and to re-Tender the other three properties.

The previous lessee for the Nerreman Rd property and the Mt Beppo Rd property has surrendered the agreements.

Additionally, interest has been expressed in grazing on the Nerreman Rd Property.

Attachments

Nil

Recommendation

THAT Council:

1. Accept the tender received from Kelvin Allery for a grazing lease over Lot 2 SP117270 for the period of 1 January 2023 to 31 July 2027.
2. Accept the tender received from Travis Hungerford for a grazing lease over Lot 2 SP225650 for the period of 1 August 2024 to 31 July 2027 and
3. Re-Tender the Grazing Rights for Lowood Minden Rd, Reinbotts Rd and Nerreman Rd, commencing the agreements from 1 August 2024 or earlier should the Agreement Holder surrender the agreement

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson; Chief Executive Officer

From: Caroline Smith; Arts and Culture Manager

Director: Matthew McGoldrick; Director Corporate Services

Date: 4 December 2023

Subject: Somerset Civic Centre Box Office renovation – budget review

File Ref:

Action Officer: (ACM) Arts and Culture Manager

Background/Summary

To accommodate significant growth at the Civic Centre, plans to extend the box office area have been drafted and a budget of \$50 000 allocated to the renovation works in the 2023/24 budget. (Attachment 1)

An invitation to submit quotes for the building works was extended by Council in August 2023 with one quote received. (Attachment 2) Not other quotes were submitted. This quote exceeds the budgeted amount by approximately \$100 000.

It is proposed that Council proceed with the one quote received from Daniel Banditt – contractor who is registered with Local Buy and that the works be backed-to-backed. Works would commence in June 2023 with the additional required funds to be allocated to the 2024/25 budget and completed in July/August 2024.

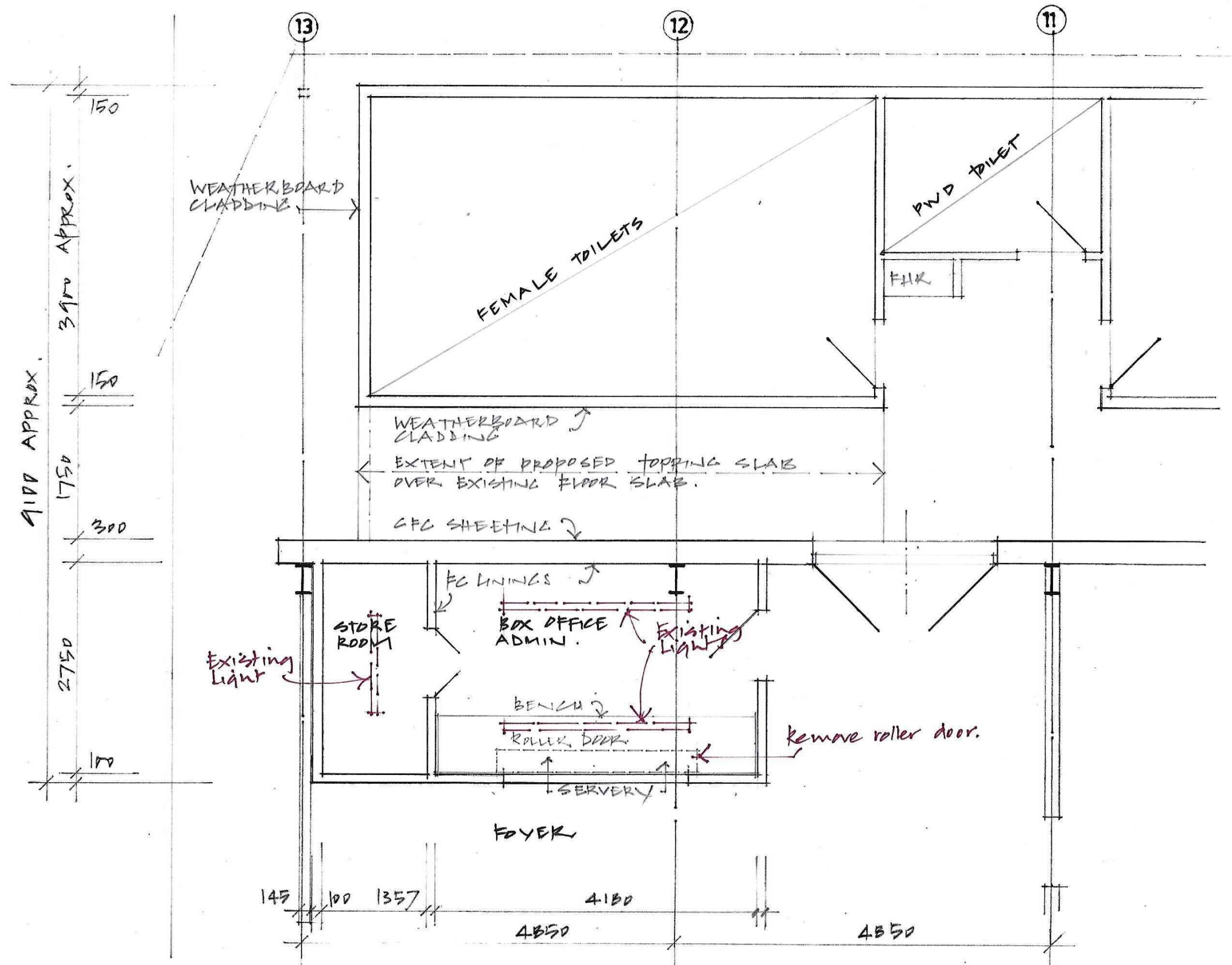
Attachments



Attachment 1; Somerset Civic Centre Box Office renovation plans

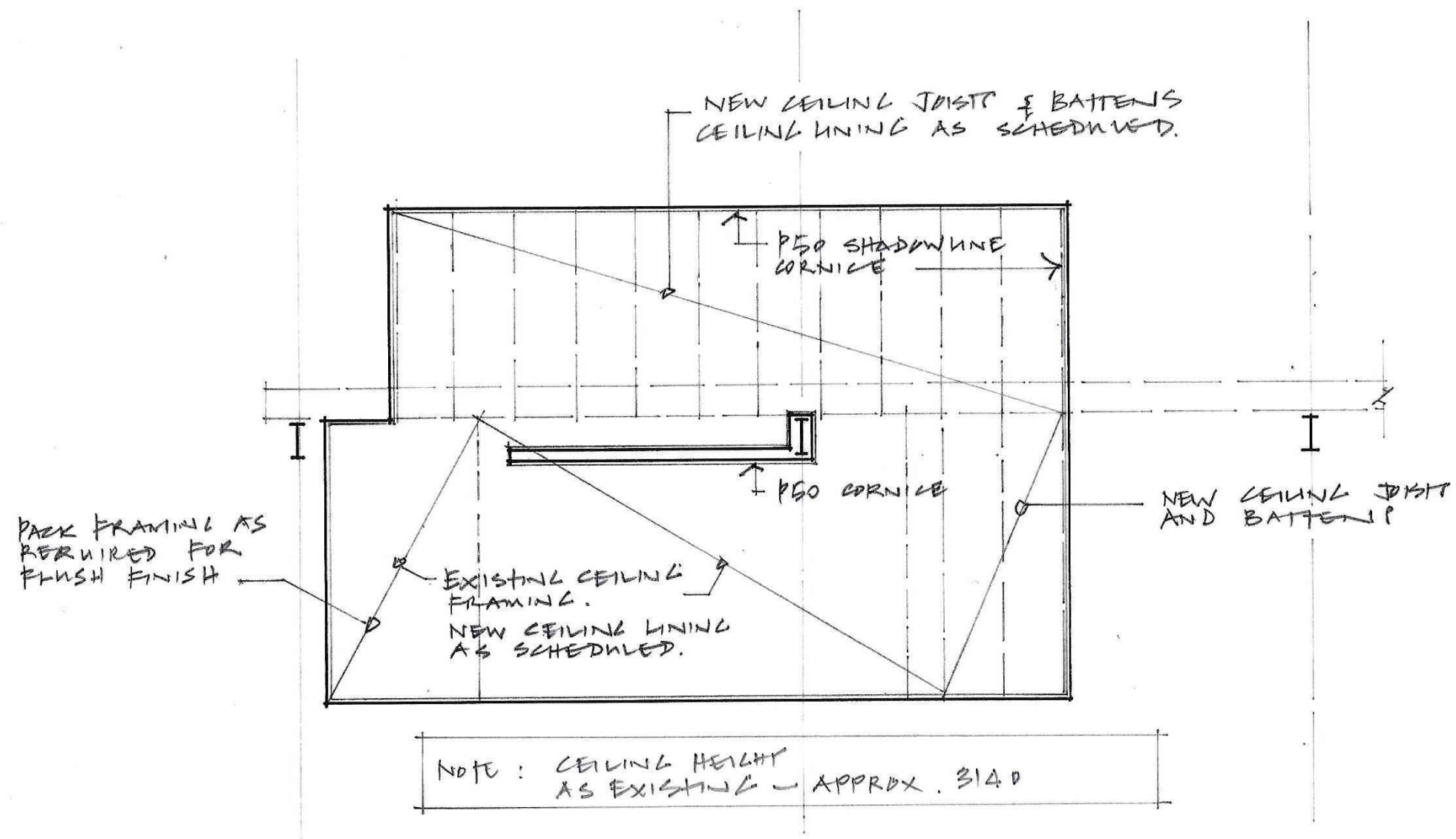
Attachment 2 ; Quote submission (CONFIDENTIAL)

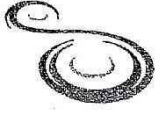

Recommendation

THAT Council award works to Daniel Banditt and that the works be carried out at the end of financial year with the works being completed in next financial year utilising the Budget from 2023 and additional funds to be allocated to the 2024/25 budget and works to be completed in July/August 2024.



				Graham Richardson Associates Architects & Landscape Architects PO Box 123 Yandine Q 4561 5446 8328	P.O. Box 117 Esk QLD, 4312 Ph: (07) 5424 4000 Fax: (07) 5424 4099 Email: mail@somerset.qld.gov.au Web: www.somerset.qld.gov.au	 Somerset REGIONAL COUNCIL	Project: BOX OFFICE ALTERATIONS ESK CIVIC CENTRE	 north	Scale: 1:50 / A3
							Sheet No. of		
							Plan No.		
							2206.W1		
Issue	Description	By	Date				Drawing Title: FLOOR PLAN EXISTING OFFICE		
Amendments									




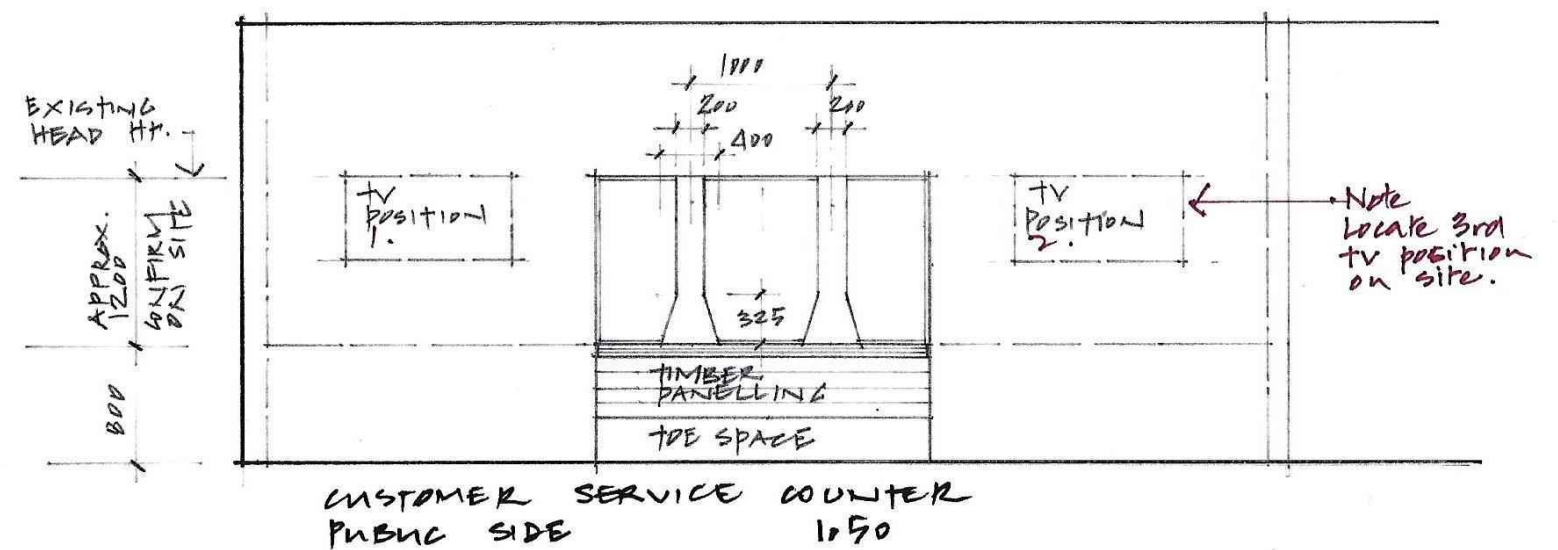
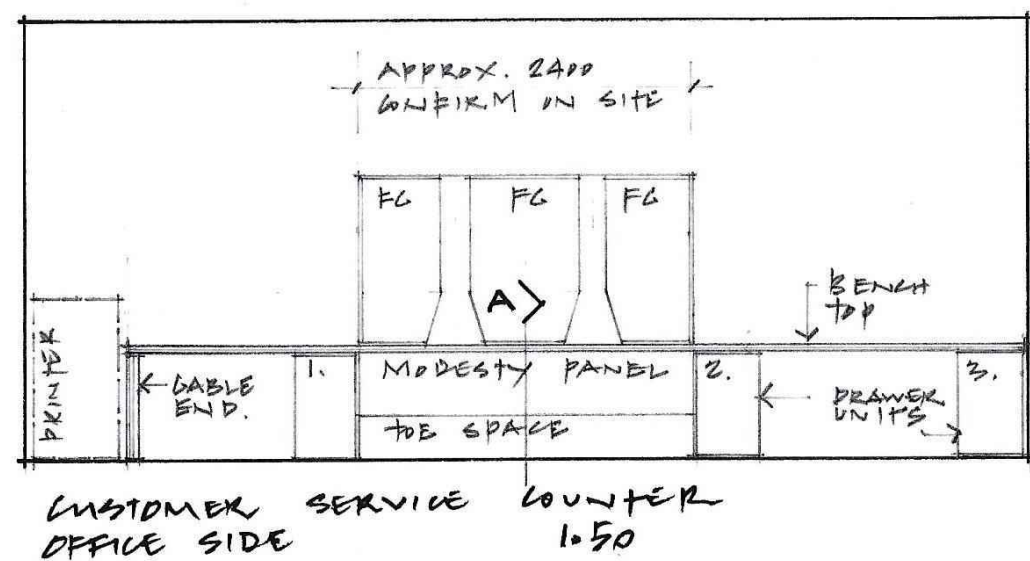
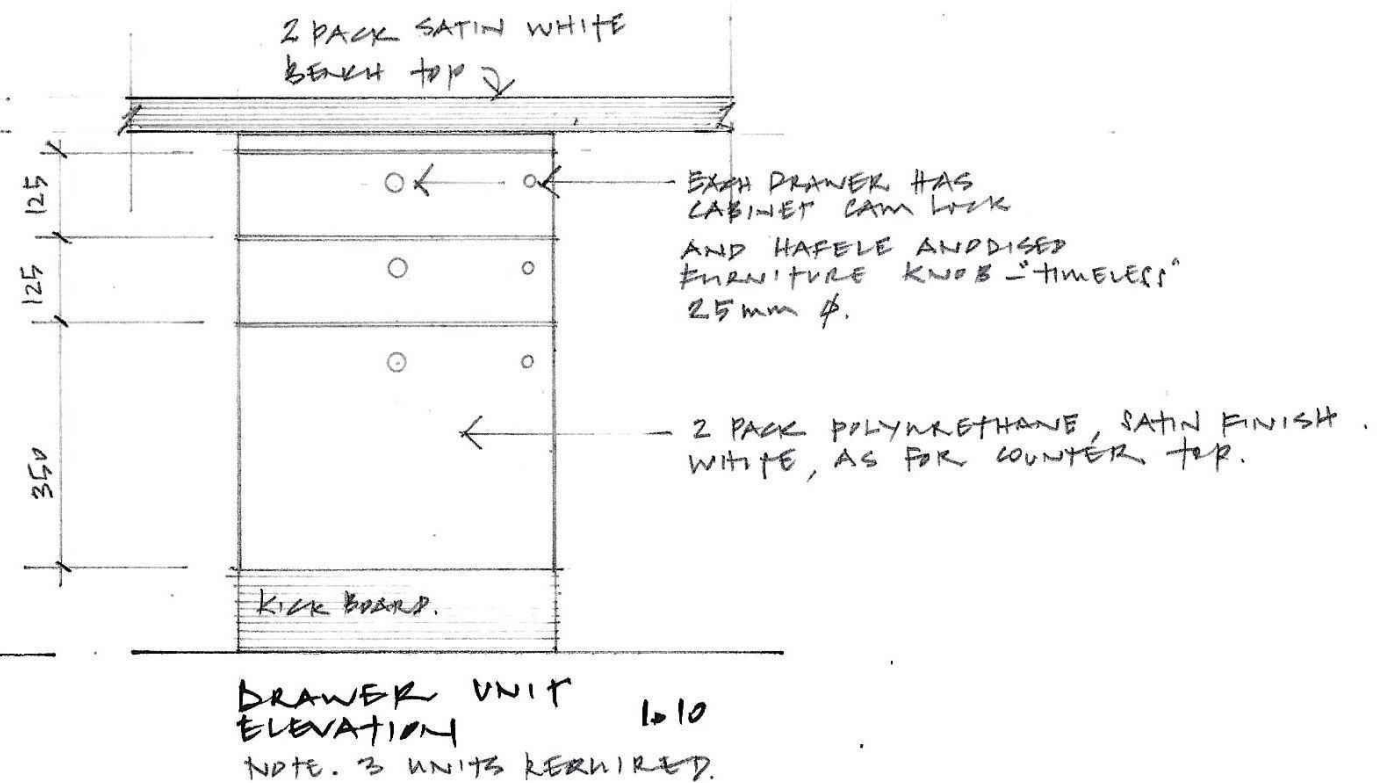
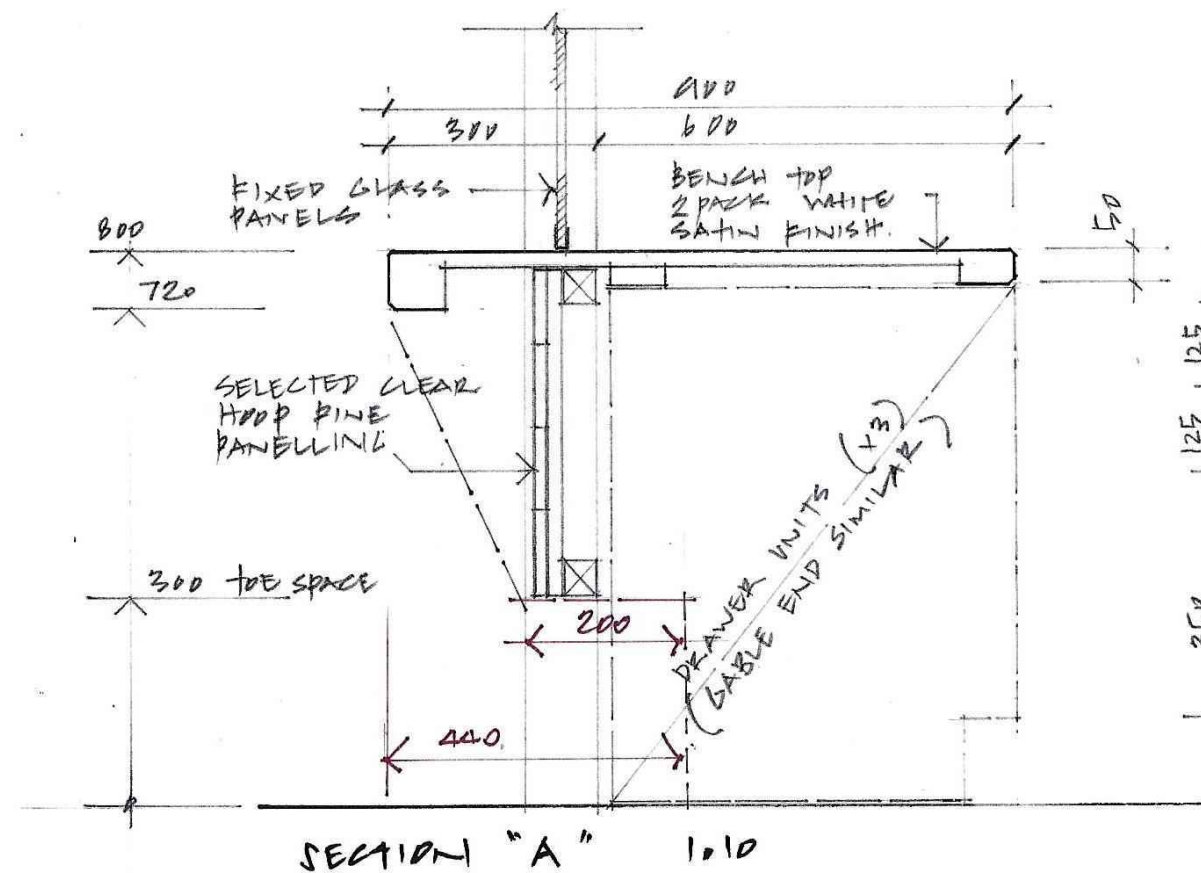
				Graham Richardson Associates Architects & Landscape Architects		P.O. Box 117 Esk QLD, 4312	 Somerset REGIONAL COUNCIL	Project: BOX OFFICE ALTERATIONS ESK CIVIL CENTRE	north 	Scale: 1:50 / A3
				PO Box 123 Yandina Q 4561 5446 8328		Ph: (07) 5424 4000 Fax: (07) 5424 4099 Email: mail@somerset.qld.gov.au Web: www.somerset.qld.gov.au		Drawing Title: CEILING PLAN		Sheet No. of
										Plan No. 2206.W3
Issue	Description	By	Date	Amendments						
	RE-ISSUED		14.7.23							
	ROTATION ISSUE		20.6.23							


NOTE: FC = FLUSH FINISH FIBRE CEMENT
TO MATCH EXISTING, PAINTED FINISH.

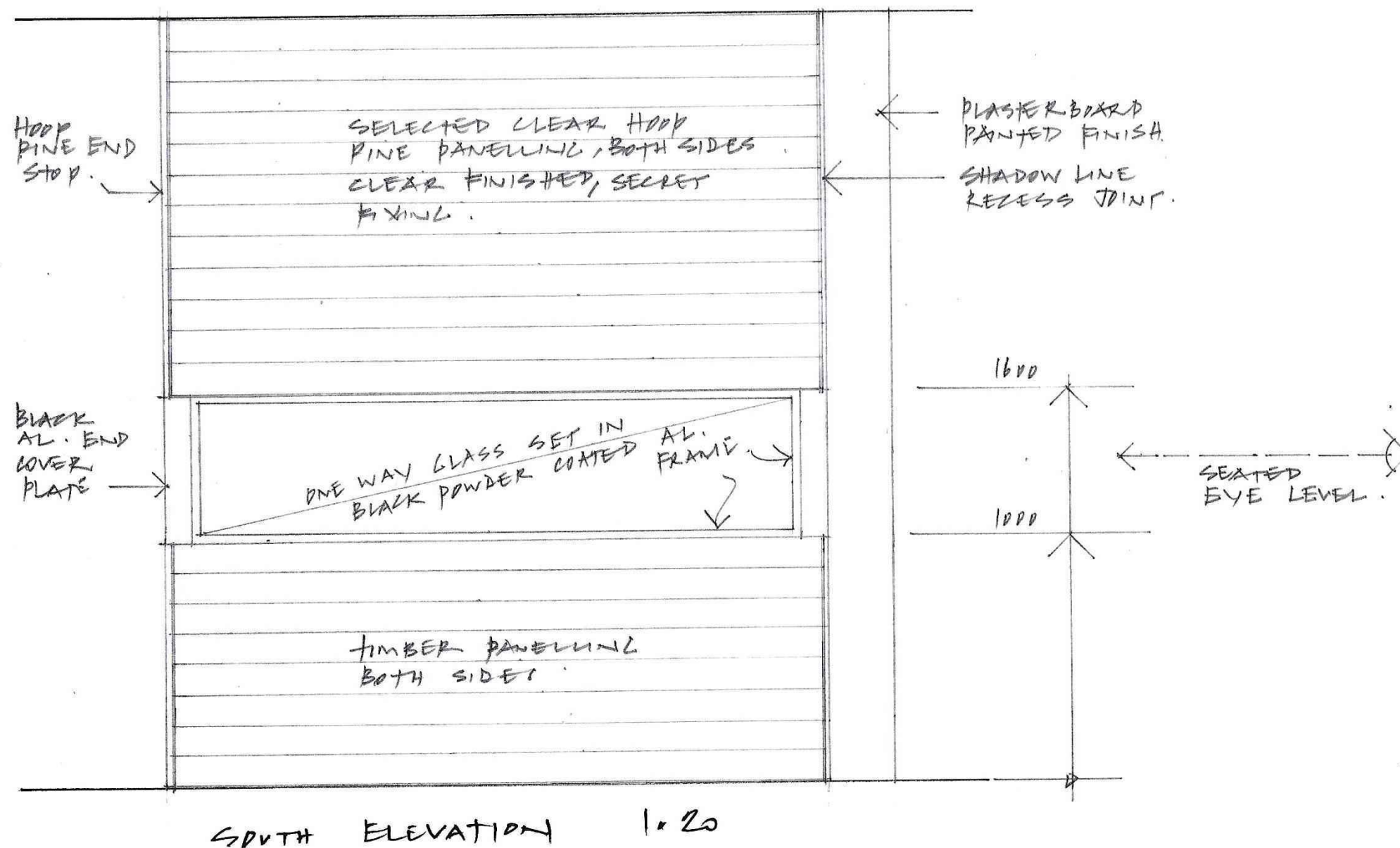
FINISHES SCHEDULE

LOCATION ROOM	FLOOR	WALLS		CEILING	NOTES
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		E	FC (INSIDE) CFC (OUTSIDE)		
		S	CLEAR HOPK PINE PANNELLING CLEAR FINISHED.		NOTE NEW CEILING FRAMING TO EXTENDED AREA.
		W	AS FOR S WALL.		
CUSTOMER SERVICE AREA	RC FLOOR SLAB. NEW CARPET OVER EXISTING SHEET VINYL. RUBBER TRANSITION STRIP AT DOOR / THRESHOLD.	N	CLEAR HOPK PINE PANNELLING CLEAR FINISHED.	REFER CEILING PLAN. REMOVE EXISTING CEILING LININGS. INSTALL NEW PLASTER BOARD LINING — PAINTED FINISH, P50 CORNICE.	REFER WE(A) FOR DETAILS OF NEW GLASS SCREEN TO PUBLIC INTER FACE
		E	FC (BOTH SIDES)		
		S	FC (BOTH SIDES) TO MATCH EXISTING WALL.		
		W	EXISTING SURFACE PREPPED & RE-PAINTED.		
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				Graham Richardson Associates Architects & Landscape Architects PO Box 123 Yandina Q 4561 5446 8328	P.O. Box 117 Esk QLD, 4312 Ph: (07) 5424 4000 Fax: (07) 5424 4099 Email: mail@somerset.qld.gov.au Web: www.somerset.qld.gov.au	 Somerset REGIONAL COUNCIL	Project: BOX OFFICE ALTERATIONS ESK CIVIC CENTRE	north	Scale: N/A		
	AMENDED ISSUE	14.7.23	Sheet No. of								
	NOTATION ISSUE	20.6.23	Plan No.								
	---		2206.W4								
Issue	Description	By	Date								
Amendments											



				Graham Richardson Associates Architects & Landscape Architects PO Box 123 Yandina Q 4561 5446 8328	P.O. Box 117 Esk QLD, 4312 Ph: (07) 5424 4000 Fax: (07) 5424 4099 Email: mail@somerset.qld.gov.au Web: www.somerset.qld.gov.au	 Somerset REGIONAL COUNCIL	Project: BOX OFFICE ALTERATIONS ESK CIVIC CENTRE Drawing Title: GLASS SCREEN AND COUNTER DETAILS.	north	Scale: SHOWN Sheet No. of Plan No. 2206.W5(A)
A	5(A) SUPERSEDES 5 ANNOTATION ISSUE	14.7.23	14.7.23						



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SOMERSET REGIONAL COUNCIL – Officer’s Report

To: Andrew Johnston, Chief Executive Officer
From: Bianca Hildenbrand, Youth and Community Development Officer
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 12 December 2023
Subject: Youth Engagement Strategy – High School Student Survey Results
File Ref: Community Services/Service Provision/Youth Engagement
Action Officer: YCDO

Background/Summary

Somerset Regional Council first adopted a Youth Engagement Strategy (YES) in 2013. The YES is a framework that outlines Council’s strategic approach to youth engagement.

Over the past decade, the YES has seen the implementation / refinement of many initiatives including the Somerset Youth Leaders Program, a framework for digital communication with young people, a range of activities which foster young people’s leadership and connection to their community and culture, and extensive use of partnerships to address issues that impact on young people’s wellbeing.

Over the past decade the needs and challenges experienced by young people in the region have changed. It is timely that a full review of the Strategy be undertaken. The YES was last reviewed in 2018. To facilitate a comprehensive review of the Strategy, consultation with Somerset’s young people has been conducted by Council Officers through a survey disseminated amongst local State High Schools; Lowood, Toogoolawah and Kilcoy.

Overall a common concern amongst youths in the area is a lack of activities for the youth to engage in, concerns of crime, and drug and alcohol misuse.

Council has engaged Social Strategies Co to review the YES and survey data, to draft a new Strategy moving forward for Somerset’s young people. Further consultation will be undertaken through late 2023 and early 2024, in drafting the new YES.

Attachments

Nil

Recommendation

THAT Council receive the Youth Engagement Strategy – High School Student Survey Results report and that the contents be noted.

SOMERSET REGIONAL COUNCIL – Officer’s Report

To: Andrew Johnson, Chief Executive Officer
From: Anastasia Fountain, Customer Service Officer
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 21 December 2023
Subject: The 21st annual Somerset Rail Trail Classic – 2024 Event Date
File Ref: Recreation and Cultural Services / Event Management / 2023 – 2024
– Somerset Rail Trail Fun Run or Ride
Action Officer: CSO

Background/Summary

2024 marks the 21st running of the annual Somerset Rail Trail Classic (SRTC) event hosted by Somerset Regional Council. The event remains a significant opportunity to:

- encourage an active and healthy Somerset, and,
- promote the region as a tourist destination.

The change of date for the 2023 event from the last weekend of the school holidays to the second week of Term 3 saw an increase in school student participation.

Additionally, keeping the SRTC on a weekend later in July allowed for increased opportunity for participation of individuals residing outside the Somerset region (i.e., visitor target market of Brisbane, Moreton Bay, and Ipswich).

As such, a similar approach is recommended for the 2024 event. Therefore, an event date of Sunday, 21 July 2024 is proposed for endorsement by Council, to:

- Promote greater opportunity for school student participation;
- Promote greater opportunity for participation from residents in key target areas outside the Somerset region.

Attachments

Nil.

Recommendation

THAT Council endorse the proposed event date of Sunday, 21 July 2024 for the 21st annual Somerset Rail Trail Classic.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Jye Cruff Tourism Officer
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 12 December 2023
Subject: The Fernvale Artists applying for No Cost Hire
File Ref: Council properties - Usage – 2023 – 2024 - Council Hire Agreements
and Bookings - 2023 - 2024 - Bookings - Recreation Grounds - Buildings
- Land (e.g. Esk or Kilcoy Showgrounds - Fernvale Futures - Kay Avery
etc
Action Officer: TO

Background/Summary

The Fernvale Artists are a local community-based group that were established in 2013 after their local art teacher left the region. Initially their meetings / art therapy activities were held in the Fernvale Visitor Information Centre (FVIC) meeting rooms, however they moved to the Fernvale Community Hall as they expanded.

Since forming, the Fernvale Artists have grown to over 65 members and currently have over 20 active members who also must hold Somerset Art Society Inc. (SASI) membership. Artwork produced by Fernvale Artists is consistently on display in Somerset galleries, and on FVIC and Lowood Brisbane Valley Rail Trail murals.

Fernvale Artists currently pay \$30 (three x \$10.00/hour) each Thursday to hire the Fernvale Community Hall. The Fernvale Artists have requested that Council free of charge use of the hall under the 'No Cost Hire for Community Groups Policy' - C038 No Cost Hire of Selected Council Facilities by Somerset Community Groups and Not for Profit Organisations Policy.

Fernvale Artist are not incorporated, however their activities are conducted under the auspices of SASI. SASI maintain \$20 million public liability insurance and meet the policy's definition of a Somerset Community group.

Attachments

Nil.

Recommendation

THAT Council approve Fernvale Artists, under the auspices of Somerset Art Society Incorporated, 'No Cost Hire' of the Fernvale Community Hall, per the 'No Cost Hire for Community Groups Policy' - C038 No Cost Hire of Selected Council Facilities by Somerset Community Groups and Not for Profit Organisations Policy, to hold their weekly meetings.

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: 12 December 2023
Subject: Fernvale Indoor Sports Centre – Management Agreement – 2024 to 2029 – PCYC Proposal
File Ref: Corporate Management / Tendering – Quotations / 2023 – 2024 – Quotations – Unnumbered
Action Officer: CTM

Background/Summary

The Fernvale Indoor Sports Centre (FISC) Management Agreement commenced on 1 September 2019 and concludes 31 August 2024.

Police Citizens Youth Clubs Queensland (PCYC Qld) are the current Facility Manager of the FISC.

In awarding the Management of the FISC to PCYC Qld in July 2019, Council agreed to undertake works to convert one basketball court to a gymnastics area including the installation of a large recess for a foam pit, as well as other facility refurbishments to allow for the facility to operate as a 24-hour gym facility. Council further improved the facility in 2020, with the installation of ventilation fans over the gymnastics area and courts.

PCYC Qld also provided significant upfront capital costs in undertaking management of the facility by supplying and installing gymnastics equipment, as well as new and modern strength and fitness equipment.

Initial operation of the FISC by PCYC Qld was significantly hindered due to the departing Facility Manager transition, facility refurbishments and the COVID-19 pandemic. As a result of these factors, the FISC was closed to the public from September 2019, re-opening February 2020. The facility then closed again, due to public health restrictions, from late March 2020, re-opening July 2020.

The 2020-2021 Financial Year (FY) was the first full year of operation of the FISC by PCYC Qld. Total attendances for the facility were 18,089. Total attendances for the facility grew to 19,484 for the 2021-2022 FY. In the 2022-2023 FY, PCYC Qld recorded an annual attendance record for the FISC of 34,524 – a 66 per cent increase on the previous annual attendance record of 22,935 set in the 2015-2016 FY. In 2023-2024, PCYC Qld are on track to set another annual attendance record and exceed 40,000 attendances – currently averaging 3,659 attendances per month.

Throughout 2022 and 2023 PCYC Qld have undertaken a significant management restructure, which has culminated in a new club operating model. The model sees the appointment of a civilian Club Manager to oversee commercial management responsibility, and the transition of QPS Sergeants to the role of Youth Club Program Manager to oversee community interface programs based out the PCYC Facility.

PCYC Qld have now implemented this model at the FISC with the appointment of a new civilian Club Manager in November 2023.

PCYC Qld currently employ a full-time Club Manager and part-time Youth Development Officer at the facility, with the Queensland Police Service providing a Sergeant to act as Youth Club Programs Manager.

PCYC Qld currently run a range of commercial and community-based activities from the FISC, including:

- Group Fitness Classes.
- 24-hour Gym Access.
- Braking the Cycle: A learner driver mentoring program that empowers young people currently facing barriers, to undertake the mandatory 100 hours of supervised driving required to obtain a licence.
- RUBY (Rise Up and Be Yourself): A weekly free physical fitness program for women who are, have been, or are likely to be experiencing domestic and family violence.
- Basketball After Dark: Weekly all ages informal basketball game and activities that provides a safe, fun, healthy and positive environment for young people to engage in a sporting activity with support from a QPS Officer or Youth Worker.
- Gymnastic Activities and Pathway: Pathways curriculum that offers Kinder Gym as well as recreational and competitive gymnastics programs.
- Little n Active Program: Activities designed to promote children's curiosity, encourage problem solving, increase comprehension and develop social skills, with active parental participation.

PCYC Qld will also be commencing youth boxing programs at the FISC in 2024, following the installation of boxing equipment in October 2023.

At the 18 January 2023 Ordinary meeting Council resolved to approve a market test (tender process) to be undertaken in 2024 to help Council determine the most appropriate management fee for a new five-year Management Agreement.

Council has received a proposal from PCYC Qld to continue operations at the FISC per the current Management Agreement (i.e. maintaining the current Management Fee from 1 September 2024 to 31 August 2029). Noting that the proposal is accepted by PCYC Queensland subject to:

- committing to maintain one (1) full-time Club Manager, or equivalent, and one (1) part-time Youth Development Officer, or equivalent, at the Fernvale Indoor Sports Centre for the term of the Management Agreement.
- committing to maintaining one (1) full-time Youth Club Programs Manager, or equivalent, at the Fernvale Indoor Sports Centre for the term of the Management Agreement, subject to Queensland Police Service resourcing.
- The Management Agreement including an agreed fixed Management Fee per annum
- and in line with standard PCYC Queensland operations, committing to reinvesting any facility operating surplus or profits into programs and services at the Fernvale Indoor Sports Centre for the Somerset community.

Given the recent PCYC Qld restructure, operating model implementation at the FISC, and performance improvements, Council may wish to enter into a new five-year Management Agreement with PCYC Qld for the FISC. Council may wish to enter into a new agreement provided that PCYC Qld commit to maintaining existing staffing requirements to ensure a continued service to the community, e.g. commit to maintaining one x full-time Club Manager and one x part-time Youth Development Officer for the term of a new five-year Management Agreement.

Attachments

1. PCYC Proposal for a New Five-Year Management Agreement of the Fernvale Indoor Sports Centre – **Commercial in Confidence**

Recommendation

THAT Council:

1. Receives the report and notes the current performance of PCYC Queensland in managing the Fernvale Indoor Sports Centre, delivering record attendance rates and enhanced community service delivery during the 2023 calendar year.
2. Not undertake a market test through a tender process for the management of the Fernvale Indoor Sports Centre for a new five-year Management Agreement, recognising that the current Management Agreement and Fee represents a value for money proposition for Council.
3. In accordance with Local Government Regulation 2012 Section 236, accept the proposal from the Queensland Police-Citizens Youth Welfare Association Inc (PCYC Queensland) for management of the Fernvale Indoor Sports Centre from 1 September 2024 to 31 August 2029.
4. Chief Executive Officer is authorised to finalise the agreement with PCYC Queensland and execute the same.





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: 12 December 2023
 Subject: Tourism and Promotions Report – November 2023
 File Ref: Tourism – Promotions
 Action Officer: CTM













Background/Summary

The following is the November 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	80	25	33	12	12	4	166
 Fernvale VIC	87	87	56	15	25	10	280
 Kilcoy VIC	235	105	181	41	49	14	625
 The Condensery	71	32	36	10	3	8	160

Motivators

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

Active Volunteers



Esk

8

Fernvale	20
Kilcoy	9
TOTAL	37

Digital Media

Facebook



Likes 3,555
(+9)
Followers 4,088
(+14)
Reach 27,500
(-65%)

Website



Page Views: 3,557
Visitors: 1,477 new, 59 returning
Peak Time: Saturday, 11 November
Most Popular Pages: Experience Somerset, Events and Markets, Markets and Experiences on the water
Device Type: 56% Mobile, 40% Desktop, 4% Tablet

Instagram



1692 (+13)
Reach: 681
(-70%)

Glen Rock Art Gallery (Esk Visitor Information Centre)

The November exhibition at Glen Rock Gallery showcases the work of a number of artists that are members of the Somerset Art Society Inc. (SASI). Entitled 'Christmas Market' SASI presents a variety of works in different media which are ideal to purchase as gifts for Christmas, including some beautiful handmade Christmas decorations.

Featuring metal work, water colours, glassware, ceramics, oil paintings and more, there is something in the Glen Rock Gallery for everyone.

SASI is a group of diverse visual artists that support creativity within the Somerset region. The group meets weekly at the Mount Beppo Hall, Fernvale Community Hall or Lowood Community Gallery.

Visitor Information Centre Volunteer Famil

The end of year famil will be held on 6 December 2023 to celebrate the year and International Volunteers Day have now been confirmed. The Famil will take in Moore and Linville in the northern region of Somerset.

Somerset Christmas Lights Competition 2023

Planning for the Somerset Christmas Lights competition continued through November. 26 entries were received across 10 categories, including 6 first time entrants. Judging has commenced, with an awards ceremony scheduled for 8 December at the Somerset Civic Centre.

The Somerset Christmas Lights Competition welcomed Brown Contractors as a sponsor, joining our returning partners; Somerset Health and Fitness, Kilcoy Global Foods, A&M Civil, Lockyer Hire Pty Ltd, and Lowood and Fernvale Community Bank.

Trade Shows

A stand has been secured for the Moreton Bay Expo in February 2024. Operators have been invited to attend via the tourism operator newsletter sent out at the end of November. Council will be running a competition to win a prize within the region for those attending the show.

Regional Tourism Organisation

Southern Queensland Country Tourism (SQCT) hosted an event organisers workshop on Saturday, 18 November in Toowoomba. Somerset event organisers and tourism operators were invited to attend the free workshop.

The tourism development officer attended the Destination IQ and Destination Q conferences in Cairns on 22-23 November, along with Officers from Lockyer and Toowoomba Regional Councils.

Tourism Operator Development

The Best of Brisbane Region Experiences Support Program and Transformational Experiences Mentoring Program concluded with a final session with all mentees on Thursday, 16 November. Mentees have been and will continue to work towards reaching the Best of Queensland Experience Status for 2024, with the results expected to be released in May 2024.

A Somerset Tourism Operator Networking Event was held on 16 November at the Brisbane Valley Roasters. The event included presentations from Tourism and Events Queensland, SQCT and Council's tourism team, and celebrated the mentees who have completed the Best of Brisbane Region Experiences Program and Transformational Experiences Program. 36 people attended from 17 Somerset tourism business.

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:

- Free Australia Day BVRT Bike Ride, hosted by Brisbane Valley Rail Trail Users Association, (BVRT, Fernvale to Esk, 26 January 2024)
- The Kilcoy Australia Day Gift, hosted by the Kilcoy Race Club, (Kilcoy Recreation Grounds / Kilcoy Racecourse, 26 January 2024)
- 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 - SQCT Collaborative Marketing Campaign V1 “Country Racing is Calling in Somerset” Dates active: 31 October – 13 November 2023	Reach: 23,061 Impressions: 45,576 Unique Link Clicks: 457

-Mix of paid and organic digital content -EDM sent to SQCT database on 2 November 2023 -Featured blog on SQCT campaign landing page	
Spring – Country is Calling - SQCT Collaborative Marketing Campaign V2 “EV Adventures Made Easy in Somerset” Dates active: 14 November – 27 November 2023 -Mix of paid and organic digital content -EDM sent to SQCT database on 16 November 2023 -Featured blog on SQCT campaign landing page	Reach: 16,975 Impressions: 34,179 Unique Link Clicks: 263
Spring – Country is Calling – PR / Media Story on Country Racing in Somerset sent to targeted media outlets.	Story was picked up by: --Racing Queensland

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.

16 boxes of the Experience Somerset Visitor Guide were distributed to 4 Visitor Information Centres and 2 tourism operators throughout November.

Attachments

Nil.

Recommendation

THAT Council receive the Tourism and Promotions Report for the month of November 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: 12 December 2023
Subject: Corporate and Community Services Monthly Report – November 2023
File Ref: Corporate Management - Reporting
Action Officer: DCORP

Background/Summary

The Corporate and Community Services monthly activity report for Council's information is as follows:

Inward/Actioned Documents – 4022	Outward Correspondence - 1788
Customer Service Requests - 397	Councillor Requests – 13 (Thirteen)
Emails Processed by the Records Team	
Corporate Mailbox - mail@ - 15,532	Internal Only Records Email – 9,810
Decision Notices/Workshop Outcomes – 37	Tender/Quotation –
Decision Notices – 0	Tenders – Tenders (0)
Workshop Actions – One (1)	Numbered Quotations – 0

Total Documents Registered for the month of November 2023 – 9722

Email Traffic

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

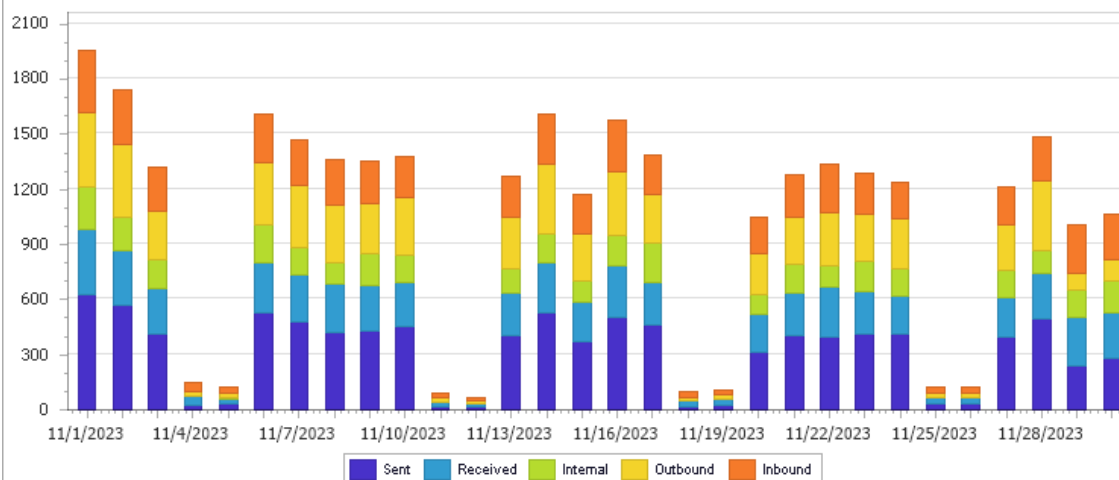
User Traffic Report For:

Somerset Regional Council

Emails between 11/1/2023 and 11/30/2023

Summary

Inbound	Outbound	Internal	Sent	Received
Total Emails: 5606	Total Emails: 6499	Total Emails: 3427	Total Emails: 5809	Total Emails: 9723

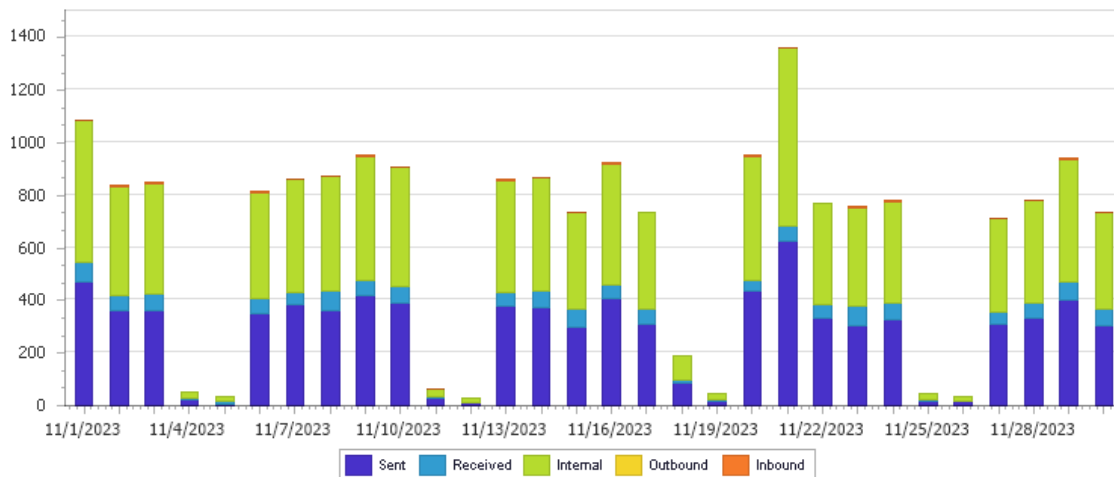


Records

Emails between 11/1/2023 and 11/30/2023

Summary

Inbound	Outbound	Internal	Sent	Received
Total Emails: 62	Total Emails: 0	Total Emails: 9748	Total Emails: 1343	Total Emails: 8467



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 include increasing user remote accessibility with expansion of internal networks and adding functionality such as video meetings to our depots, as well as increased mobility with new laptops where needed.

In the ongoing effort to strengthen Council employees' cybersecurity awareness, workshops have been made available for all personnel that use Council networks, aiming to deepen their understanding of cybersecurity measures and empower them in the collective fight against cybercrime.

Cyber Security

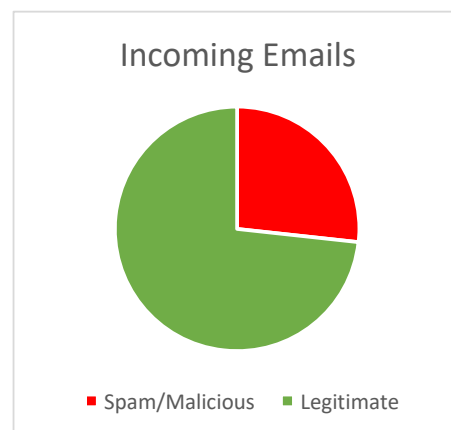
There has been a slight decrease in overall email volume, with the number of incoming malicious emails also decreasing. Notably, Queensland local governments face rising cybersecurity threats, with phishing attacks targeting communication platforms and ransomware incidents disrupting essential services.

Ransomware attacks have continued to disrupt public utilities and emergency response systems, demanding significant ransom payments in cryptocurrencies.

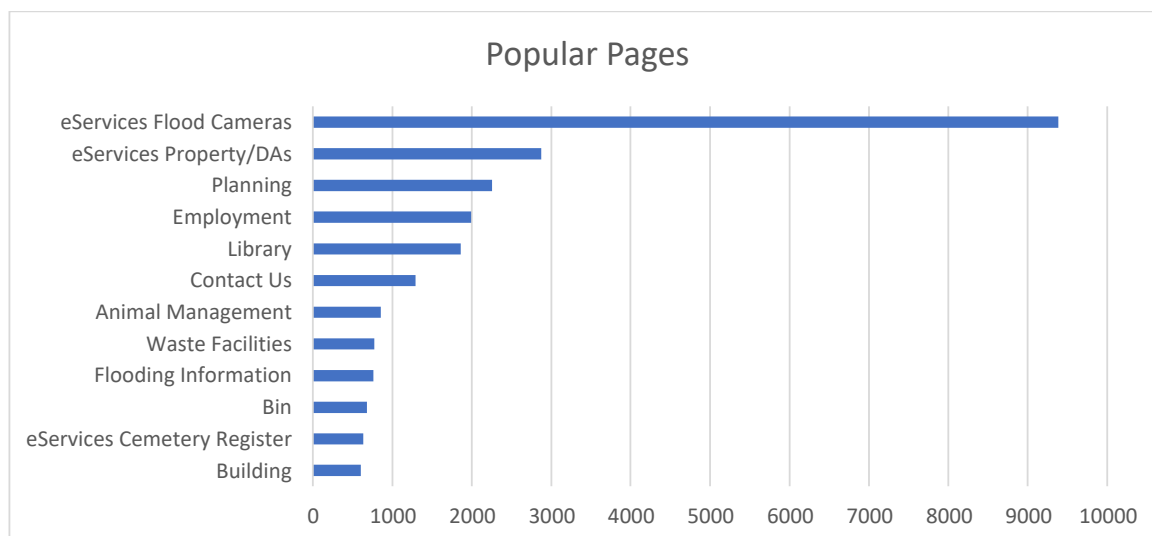
The Council Information and Communication Technology (ICT) team are proactively countering threats by enhancing email security and continuing the utilisation of advanced threat detection systems.

Council is focused on prioritizing continuous employee training, updating incident response and disaster management plans and policies, fostering collaboration with auditors, and ensuring compliance with regulatory standards for a resilient cybersecurity posture.

Websites



The primary corporate website (someset.qld.gov.au) received 39849 page views for the month, and eServices (eservices.someset.qld.gov.au) received 23908.



Governance and Business Improvement

Annual Report

The annual report was adopted at Council's Ordinary meeting of 15 November 2023. It is available on Council's website and a copy has been uploaded to the State Library of Queensland.

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. No submissions were received.

A report has been submitted for Council's consideration to establish whether it wishes to proceed with making the proposed subordinate local laws as advertised, with amendments, or not at all.

Policy Review

The Information Services Team are currently refining the draft Information Management and Security Policy and accompanying procedures. These will be refined and developed further pending feedback provided following the recent cyber security internal audit.

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 is continuing. 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
9151	101	8

Events

Somerset Celebrates – Australia Day 2024 – Friday, 26 January 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 still to be announced.

The Australia Day Community Award nominations are now closed and resulted in 30 nominations across five of the six categories.

The celebration that follows the official Australia Day ceremonies will consist of live music, a jumping castle and face painting for the kids and an Australia native fauna display and photo opportunity.





Kilcoy Multicultural Carnival - May 2024

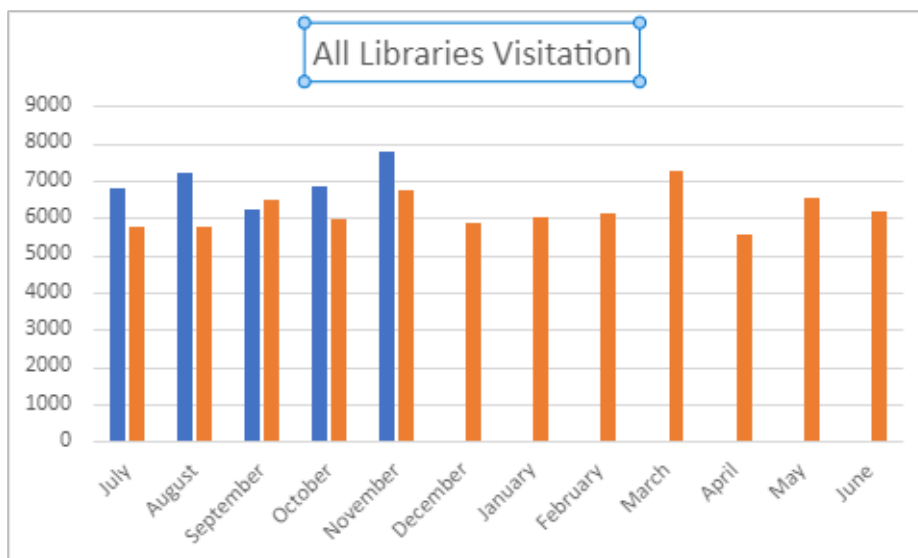
The inaugural Kilcoy Multicultural Carnival hosted in May 2023 proved to be very popular with feedback and attendance exceeding expectations. Post event funding was sought to host the event again in May 2024.

The Department of Environment and Science advised Council on Monday, November 27, 2023, that Council had been successful in their funding application and were to receive a \$7,000 contribution towards the event.

The previous sponsor, Kilcoy Global Foods, have expressed interest in once again being connected to the event in a sponsorship capacity and are keen for their culturally diverse employees to form a steering committee to assist with the event.

Somerset Libraries

			
Physical Items Circulated	Visitation	Events	New members
13,106	7873	50	62



Use of our libraires is trending upwards with Kilcoy Library visitation up by 16% over the last month. Visits to Lowood and Toogoolawah Libraries remain steady while use of Esk Library has increased by 26% which is most likely due to Customer Service operating from the library.

To celebrate International Day of People with Disability, local Paralympian Matt Levy shared his life and stories with the community at Kilcoy Library on 8th December. The six week Summer Holiday Program commences on Monday 11 December with gnomes, snowflakes, Lego challenges, stop/go animation and virtual reality adventures.





First 5 Forever outreach was delivered at NCC Early Learners in Kilcoy, Prenzlau State School, Esk CWA and the Condensery.

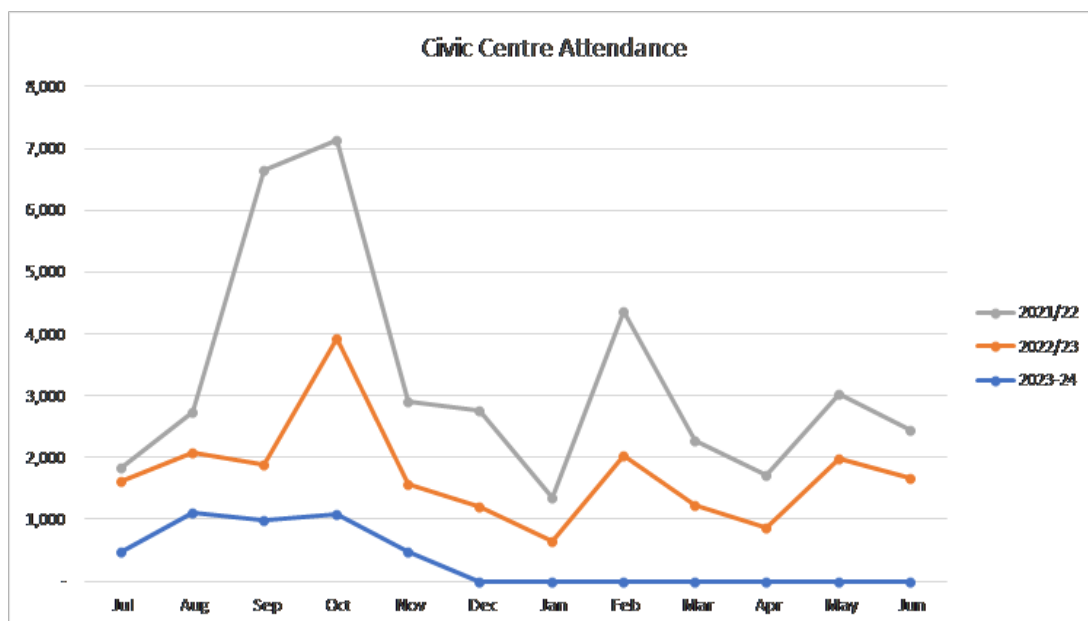
The Library's new sewing machines had their debut at Esk and Lowood Libraries with quilted potholders, placemats and coasters. While Kilcoy and Toogoolawah Library customers spun cards and jewellery in paper quilling sessions.

During November 385 adults, teens and children participated in library programs including storytime, STEAM Squad and craft.

The Library's wifi and computers remain popular in all four library locations with 550 hours clocked up on computers over the month. Assistance for help with all things technical – form filling, device and PC help, help with printing, scanning and documents such as resumes – remains a key service offered by the library with over 590 technical customer enquiries this month.

Somerset Civic Centre

			
Visitation	Private/ Council Events	Programmed Events	Revenue
1,114	42	3	\$4,189.39



November saw a number of private events and council programming.




The venue hosted three programmed events over the month which consisted of a creative grant writing workshop, facilitated by Dr Louise Mayhew; Montville Lane's pop-up recording studio; and Drag Bingo.

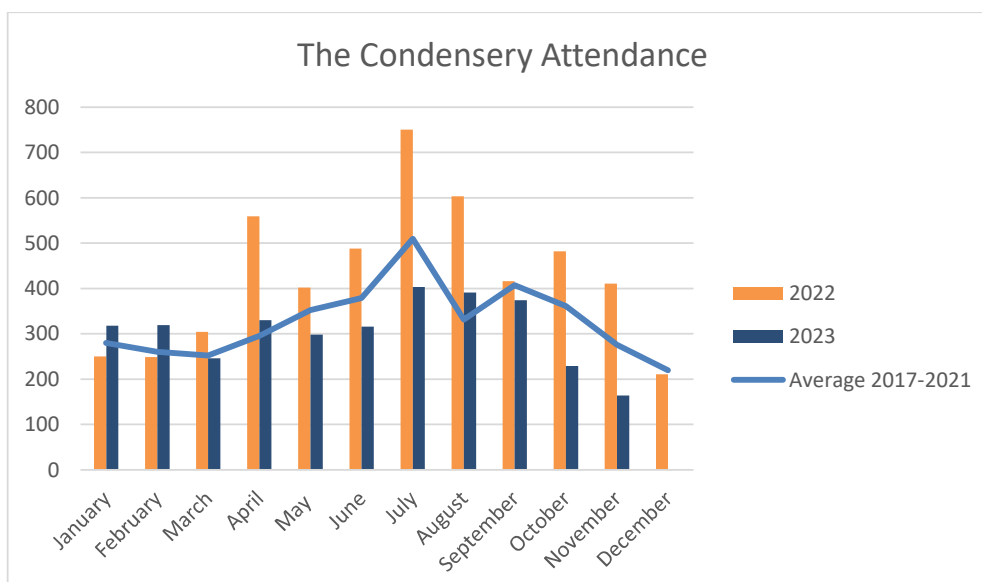
Moving into December we anticipate the arrival of the Festival of Small Halls tour and workshop on the 15th and 16th of December to finish programming for the calendar year.

Program events in development and upcoming advertised events include;

- Kids free ballet classes: Term 1 2024
- Somerset KidsQuest: 24th February 2024
- Morning Melodies: April and August 2024
- Shake & Stir (book week/Shakespeare curriculum): July 12 2024
- The Faulty Towers Dinner Show: 2024/25 Date TBC
- Oktoberfest: October 2024

The Condensery

		
Visitation	Public programs	Exhibitions in development
164	2	8



In November *Intimate Immensity* by Ian Friend and *Littoralis* by Anita Holsclaw continued. These exhibitions closed on 3 December and have received good feedback.

Programs and events this month included Healing Garden workshops across the region, employing two Somerset artists.

Storytime sessions in collaboration with Somerset libraries also continue in the month of November. This was the final iteration for 2023.

The Regional Arts Services Network representative for the Somerset region held an online Arts Business workshop for local artists. Another workshop will be held in-person in February 2024.

The Condensery successfully received RADF funding for *Everyday Sketchbooks* and RAF funding for *Environment Biennial*, two future exhibition projects that engage local artists.

Preparations are underway for *Healing Garden* and *Remnants | Impressions*, opening 9 December and launching the 2024 exhibition program at The Condensery.

Community Development

RollaBae Disco

Planning for the RollaBae disco event to be held on Friday 8 December 2023 at the Somerset Civic Centre well underway. The event will be held in the Civic Centre carpark. RollaBae has been a popular event amongst the community and will commence the December-January school holidays by bringing the community together.

Youth Engagement Strategy

Youth Engagement Strategy development is well underway. Internal discussions are proceeding. Feedback and further questions will be taken to the Youth Leadership Camp to gain clarity from the Youth Leaders regarding tactics and strategies to improve the health and well-being of Somerset Youth.

Youth Leaders Camp

Youth and Community Development Officer (YCDO) met with Youth Leaders nominated to attend the Youth Leaders Camp from Toogoolawah, Kilcoy and Lowood. Activities which will be taking place during the camp were discussed. A record total of 36 students have been confirmed to attend the event.

Ready Set Go – Lutheran Services

YCDO met with Lutheran Services to discuss a new ready for work program being introduced to Kilcoy. The program will assist local youth with tools to gain work or an apprenticeship. The YCDO assisted in discussing facility options and availability. The program is scheduled to commence from 8 January 2024.

The following meetings were attended by Community team members in November:

- Community and Neighbourhood Centre Meeting
- Brisbane Valley Interagency
- Neighbourhood Centres Information Session
- Youth Interagency Meeting
- Talking It Up Steering Committee Meeting
- Kilcoy Interagency Meeting

Community Recovery and Resilience Program

The Community Recovery and Resilience Officer (CRRO) has been reaching out to all known community hall committees in the remote locations within the Somerset Region in response to an identified need for more emergency training in these communities. The next rural town to become involved in the disaster response training will be Glamorgan Vale and this will be organised to take place in the new year.

Arising from the final community forum, a community led initiative to scope and research transport alternatives for use in times of disaster has begun, and a small working group of local residents has been gathering information in preparation to meet and discuss some possibilities.

The Local Action Group, with assistance from the CRRO, has successfully finished the Disability Awareness Video and it is currently under review for addition to the Disaster Dashboard.

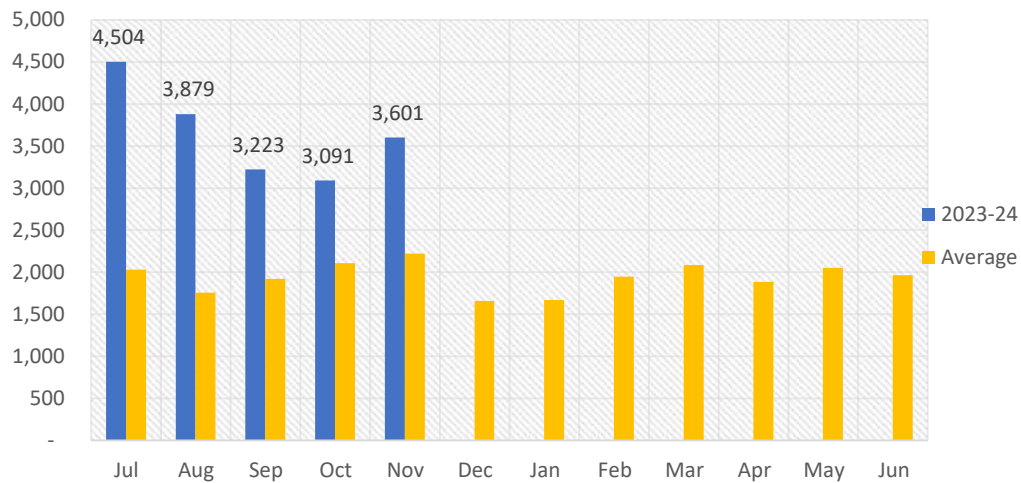
In the Kilcoy area 150 disaster preparedness Welcome Bags for new residents have been distributed with the help of the real estate agents.

Sport and Recreation

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

Fernvale Indoor Sports Centre

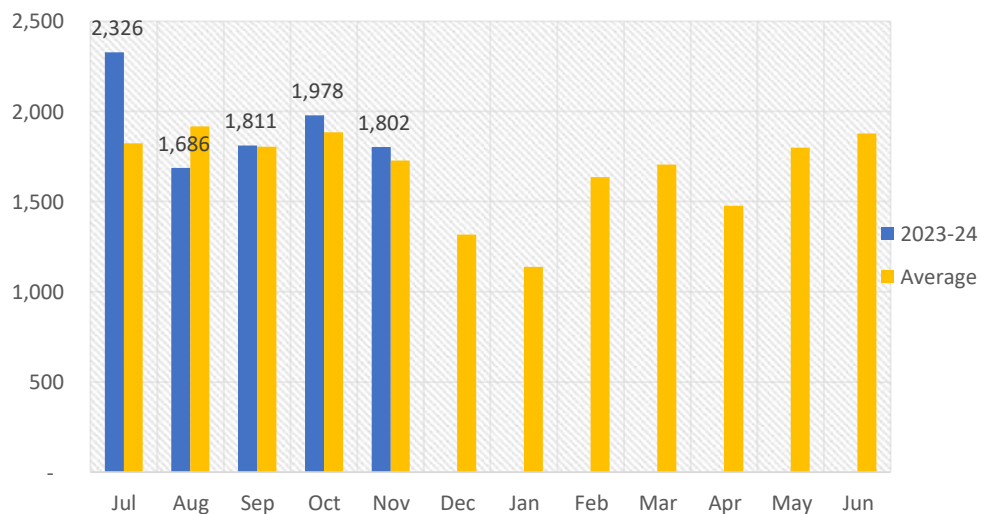
- Monthly attendance record for the facility for the month of November (3,601).
- Comparative to monthly historical average – positive +1,495 (Average – 2,106).
- Gym Membership Change – decreased -48 (Current Membership – 1,006).
- Acting Facility Club Manager confirmed as permanently recruited into the role.
- Installation of specialised boxing area continued.
- 48 young people attended driving lessons as part of the Braking the Cycle Program.
- 110 young people participated in basketball programs.
- Recreational Gymnastics students presented their End of Year showcase.
- Announcement of Little n Active Playtime program for 0-2 year olds.
- Two minor incidents reported – No Council action required.
- Facility will close for Christmas 22 December to 2 January with 24hr gym access maintained.



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

Kilcoy Indoor Sports Centre

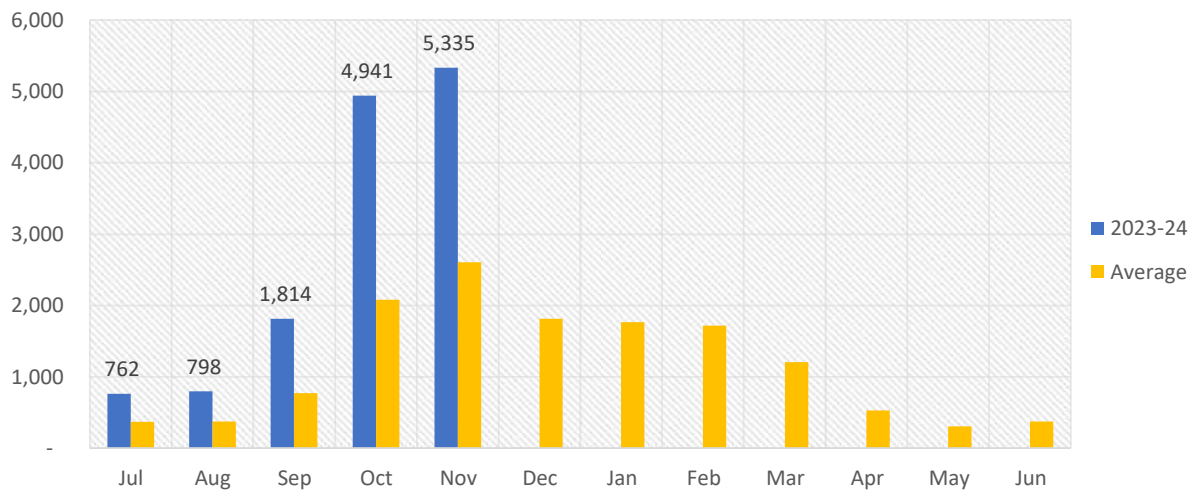
- Comparative to Monthly Historical Average - positive +75 (Average – 1,727).
- Gym Membership Change – positive +2 (Current Membership –120).
- Progress continued with Return-to-Work Programs - Kilcoy Global Food and Work Cover Queensland for light duties placements.
- Increased response to government program for knee and hip rehabilitation with physio and physiologist now co-funded by the Somerset Health and Fitness.
- Gymnastics Awards Event held for end of year celebration.
- No incidents to report.



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

Toogoolawah Swimming Pool and Community Gym

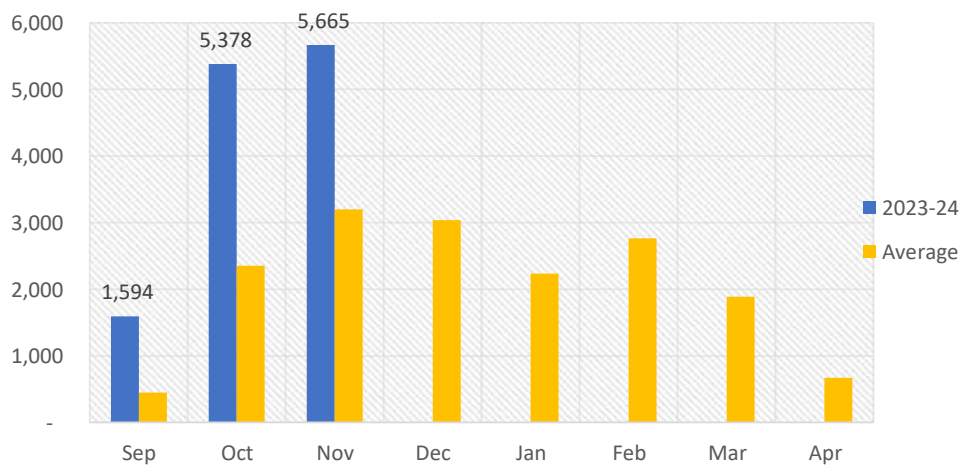
- Monthly attendance record for the facility (5,335).
- Comparative to Monthly Historical Average – positive +2,730 (Average – 2,605).
- Gym Membership Change – positive +4 (Current Membership - 52).
- Training underway to introduce babies, toddlers and disability learn-to-swim classes.
- Facility awarded Swim School of Excellence by Ausswim.
- No incidents to report.



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

Lowood Swimming Pool

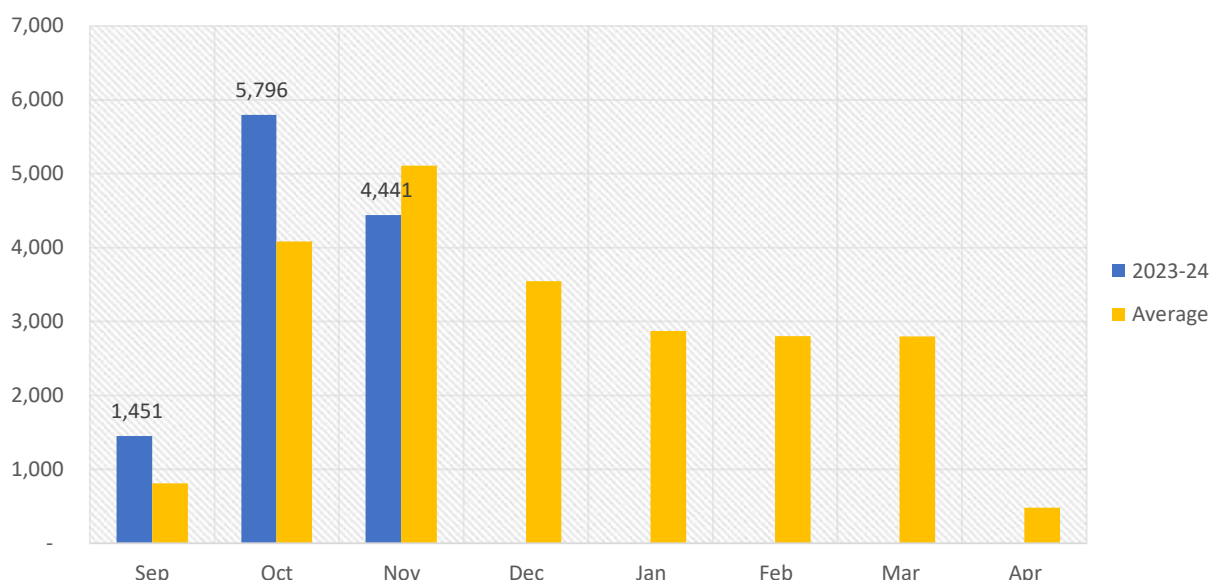
- Monthly attendance record for the facility (5,665).
- Comparative to monthly historical average – positive +2,647 (Average – 3,198).
- Increased growth for aqua exercise.
- Record participation for learn-to-swim (698).
- School swimming program growing, including hosting two new school swimming carnivals.
- Completion of construction works for the Lowood Swimming Pool carpark refurbishment. Positive public feedback regarding the works.
- One minor incident. No Council follow up required.



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

Kilcoy Aquatic Centre

- Comparative to monthly historical average – decreased (Average – 5,112).
- Learn -to-swim program taking place five days per week.
- Aquatic exercise classes scheduled for six days per week.
- Aloka Aged Care started swimming program introduced on Mondays.
- School swimming sessions continued for seven local state schools.
- Facility hosted local primary school carnivals.
- Kilcoy Swim Club excelled at external competitions.
- No incidents to report.



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

Sport and Recreation Highlights

- Official Cricket Fixtures continued 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. A planned opening match celebration was cancelled due to poor weather and was rescheduled to take place in December.
- 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 continues to facilitate this project. An irrigation site review is scheduled for December.
- Council Officers submitted applications through the Queensland Government Minor Infrastructure and Inclusive Facilities program for the installation of an irrigation system and field refurbishment on the main oval of the Fernvale Sports Park, an extension to the Toogoolawah Community Gym, and new perimeter fencing and building refurbishments for the Esk Tennis Courts. Applicants will be notified of the success of their applications in March 2024.
- 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.
- Planning continued for Holiday Pool Movie Nights and Australia Day Pool Parties.

Attachments

Nil

Recommendation

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

OPERATIONS

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Adam Staunton, Disaster Management Officer
Director: Craig Young, Director Operations
Date: 11 December, 2023
Subject: Local Disaster Management Group Meeting Minutes (22 November 2023)
File Ref:
Action Officer: DMO

Background/Summary

The Somerset Local Disaster Management Group (LDMG) meets regularly to develop strategies to respond to disasters should they occur and to mitigate the effects of disasters on the community wherever possible. The LDMG consists of the following agencies fulfilling roles of members and advisors:

- CleanCo;
- Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts (DTATSIPCA);
- Department of Agriculture and Fisheries;
- Department of Transport and Main Roads;
- Education Queensland;
- Energex;
- Queensland Health (Esk and Kilcoy Hospitals);
- Queensland Ambulance Service;
- Queensland Fire and Emergency Services;
- Queensland Police;
- Queensland Reconstruction Authority;
- Red Cross;
- SEQWater;
- Somerset Regional Council;
- State Emergency Service;
- Telstra;
- NBNCo;
- Urban Utilities.

Meetings are held quarterly, generally held on the third Wednesday of February, May, August, and November each year. Extraordinary meetings can be held outside this time if the LDMG is activated due to a disaster.

Meeting Report and Agency Reports from the November 2023 meeting are attached.

Attachments

Meeting Report – Local Disaster Management Group (22 November 2023) and Agency Reports

Recommendation

THAT

1. the report Local Disaster Management Group Meeting Report (22 November 2023) be received and its contents noted.

2. The Recovery groups be wrapped up with ongoing actions incorporated into business as usual.

Meeting Report Local Disaster Management Group

Date:	Wednesday 22 November 2023
Time:	1.00pm – 3.00pm
Venue:	Esk – Simeon Lord Room, Library Building, and TEAMS

Item No	Description	
1.	Opening of Meeting Cr Graeme Lehmann (Chair) declared the meeting open at 1.12pm	
2.	Apologies Clare Barker (QPS/EMC), Nicolene Smal (QPS/EMC), Chloe De Marchi (SEQWater), Allison McGregor (WMH), Joe Cullen (QRFS), Kerri-Anne Pearson (EnergyQ)	
3.	Attendees The Chair invited attendees to introduce themselves. <ul style="list-style-type: none"> • Andy Rose (QRFS) • Cr Jason Wendt (Somerset RC) • Ross Jardine (Principal – Toogoolawah SHS) • Andy Bickerton (SES) • Heather Luck (DTATSIPCA) • Peta Turnbull (Met South Region, proxy for Daniel Duke) • Jenny Luke (West Moreton Health) • Roger Kitson (Project Officer DR Team – Somerset and Lockyer) • Barbara Doherty (DR Team – Somerset and Lockyer) • Kerry Olsen (QPS/lpswich XO) • Sharon Fong (QRA) • Matt Dean (QPS) • Tanya King (QAS) • Kay Drabsch Red Cross) • James Bromley (QPS) • Adam Cracknell (DTMR) • Allison Cuskelly (Somerset RC) • Peter Thompson (QPS) • Jasmine Cassell (QRFS) • Sam Eitz (QRFS) • Steve Kerwin (EnergyQ) • Herman Porter (CleanCo) • Gary Love (Somerset RC) • Cr Helen Brieschke (Somerset RC) 	

	<ul style="list-style-type: none"> • Glen Beckett (LGAQ) • Liz Drumm (LGAQ) • Adam Staunton (Somerset RC) • Craig Young (Somerset RC) • Cr Graeme Lehmann (Somerset RC) <p>Online via Teams</p> <ul style="list-style-type: none"> • Andrew Johnson (Somerset RC) • Peta Foster (Urban Utilities) • David Grant (Bureau of Met) • Cr Kylee Isidro (Somerset RC)
4.	<p>Membership Changes</p> <p>Advisors</p> <ul style="list-style-type: none"> • Daniel Juke (QED – Metro South) • Ross Jardine (QED - Darling Downs South West Region), <p>Members</p> <ul style="list-style-type: none"> • Matt Dean (QPS)
5.	<p>Confirmation of Previous Meeting report</p> <p>Previous meeting report confirmed.</p>

Business arising from Meeting Report of previous meeting.

6.	Nil
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Agenda Items

7.	<p>Weather Briefing/Seasonal Outlook by BOM - Bureau of Meteorology – David Grant</p> <p>Refer attached presentation.</p>
8.	<p>LGAQ Disaster Management Update - Liz Drumm / Glen Beckett (LGAQ)</p> <p>Liz Drumm gave an update on LGAQ activities and introduced Glen Beckett from LGAQ with the following items being discussed:</p> <ul style="list-style-type: none"> • Annual Conference, and DM motions <ul style="list-style-type: none"> ○ Bushfire planning, land use ○ Emergency services levels ○ \$136m investment of the Bureau of Meteorology into infrastructure ○ Aged Care • Letter from Deputy Commissioner Shane Chelepy sent to LDMG Chair outlining the changes in QPS and Disaster Management from November 1, 2023. Glen Beckett is a member of the transformation group. LGAQ are engaged to ensure Local Government needs are met and we have been assured that there will be no degradation of service as a result. • Reforms that are occurring, in particular the SES Changes • Submissions to NEMA • DRFA webinar provided by LGAQ, NEMA and QRA • Australian Warning System went live November 1, Council have a role in issues

warnings. Advised Council to reach out with any concerns

- Council 2 Council fires in the South West. LGAQ helped facilitate the process.

A question was asked by Jenny Luke (WMH) regarding Aged Care and LGAQ's involvement. Liz Drumm advised that LGAQ are endeavouring to ensure that Aged Care facilities are compliant with their obligations under the relevant acts/guidelines – noting that Aged Care is a federal responsibility.

9. **Recovery Update - Andrew Johnson (Somerset LRC/CEO)**

Andrew Johnson gave an update on the progress of the Local Recovery Group:

- The recovery from the 2022 Flood Events in the Somerset region is well advanced with most agencies having returned back to BAU
- Most items within the Somerset Local Recovery Action Plan having commenced or completed.
- Council's vision is to build back stronger, and applications for Betterment and Complimentary works support that approach.
- A Somerset Social Plan was launched in July 2023 and will be used to provide strategic outlook into the future for the Somerset region.
- The Next Horizon Economic Strategy was launched in December 2022. Much of the recovery actions have been inbuilt into these strategy documents.
- Environmental works in the mid-Brisbane River continue.

Standing Down of the Somerset Local Recovery Group

Andrew Johnson proposed to the Chair that the Recovery Groups should be stood down and with recovery returning to BAU.

Barbera Doherty expressed her observation that there remain considerable human/social issues within both ours and the Lockyer Valley Local Government areas. Andrew supported those observations and re-enforced that whilst these impacts are being felt, they can be handled as BAU and don't require the Local Recovery Groups to be stood up.

Agreement was reached and the Local Recovery Group was stood down.

Andrew had to leave the meeting to attend another.

Roger Kitson – Service Navigator

Roger Kitson spoke about his role as service navigator:

- The role of service navigator helps clients with Structural Assistance Grants (SAG) and the Resilient Homes Fund (RHF) within the Somerset Region. It is aimed at helping with recovery, by improving resilience in the region.
- Currently there are 18 clients in the Somerset Region. It is somewhat unclear exact numbers, as Service Navigator only receive client details for the SAGs. The role of Service Navigator is funded to 30 June 2024.

	<p>Major issues identified:</p> <ul style="list-style-type: none"> • Inequitable nature of the fund for regional areas. The programme requires some form of financial capacity to contribute to support the works. • Raising of houses requires soil test, architectural reports and the maximum grant available is \$100,000. To date, quotes are coming in significantly higher than that – requiring homeowners to contribute. St Vincents have been able to provide some additional funding to help them engage in these programmes. In the Somerset region, not one client has started the rebuild. Others may have been able to do this by themselves, without the assistance of a Service Navigator. • Some impacted are at the lowest on the socio-economic scale • Acknowledging the difficulties, the Resilient homes fund has been extended for approximately 2 years due to the shortfalls of builders etc • All too hard for some clients, getting the quotes from builders is difficult. • Mental health concerns remain an issue as many are feeling as if they stuck in a state of limbo • Roger’s observation is that there is a perception that responsibility of recovery has been placed on LGA’s , and at the same time capacity has not been increased to deal with this added responsibility. <p>Barbara Doherty commented that the RHF Voluntary Buyback, in her experience, has resulted in the community moving from the region due to the low valuations and inability to buy back in the area.</p>
10.	<p>Restoration Progress - Craig Young (Somerset LDC, and Director Operations) Craig Young gave an update on the Restoration progress within the Somerset region:</p> <ul style="list-style-type: none"> • Acknowledged the assistance of QRA and the success in getting Scrub Creek Betterment project approved. • Discussed council's approach to the REPA program, noting that repairs are well underway, and most packages are now out with contractors. • Advised of the Local Government election and that council had sought exemption to enter large contracts due to Council being placed into caretaker mode as a result of these elections. This exemption has been approved for REPA contracts only.
11.	<p>Funding Programmes - Adam Staunton (Somerset DMO) Adam Staunton gave the following update:</p> <ul style="list-style-type: none"> • Council is seeking funding as part of the Flood Warning Infrastructure Network programme for the installation of additional river and rainfall gauges, along with upgrading the timber camera poles to more resilient and easily maintained tilt steel poles. • Discussions have been held with TMR and SEQWater regarding opportunities to install gauges of importance to them and put out the same offer to LDMG agencies to come forward with suggested sites if they have any. • Council was successful in receiving funding for the expansion of Council's

	<p>WaterRide system under the Flood Risk Management Program for real-time flood warning.</p> <p>Question was received from Roger Kitson regarding Mount Tarampa clients and whether there is funding available to assist in modelling mitigation works such as the installation of raised garden beds. Whilst it was doubtful funding was available under the FRMP, Council's Manager of Engineering Services, Mr Gary Love, informed that if they see substantial works happening then SRC will investigate.</p>
12.	<p>Agency reports</p> <p>Reports were received from the following agencies (attached):</p> <ul style="list-style-type: none"> • Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts (DTATSIPCA) • Energy Queensland • Queensland Education (Metro South Region) • Queensland Police • Queensland Reconstruction Authority • Red Cross • SEQWater • State Emergency Service • Somerset Regional Council • Department of Main Roads • Urban Utilities • West Moreton Health <p>Verbal Report received from QRFS:</p> <p>Jasmine Cassell (QRFS) gave an update of community engagement that has occurred between QRFS, SRC and the Jimna Community. QRFS went through with a number of community members their bushfire survival plans and the engagement was well received.</p>
13.	<p>General Business</p> <p>Fire Bans – request to extend</p> <p>Craig Young spoke to the group regarding a request from member of public on the possibility of extending the length of the fire bans. Andy Rose (QRFS) gave an explanation of how it is science based due to the current conditions and weather forecasted, noting that there is a strong desire to minimise the length of bans due to the impacts they bring. Sam Eitz (QRFS) expanded on that by saying it is a tiered response, initially fire wardens apply permit restrictions and then as things deteriorate a fire ban might be put in place.</p> <p>Telstra Outage - Esk</p> <p>Craig Young brought to the attention the recent Telstra outages being experienced within the township of Esk. Council had raised concerns regarding any loss of service due to the heightened bushfire risk within Somerset and the fact that there was already a significant fire in the Redbank Creek area. Despite assurances that Esk should maintain coverage during the outage, interruptions were felt for several weeks.</p>

Telstra – Closure of 3G network

With the closure of the 3G network on 30 June 2024, QED (Peta Turnbull) raised the issue of potential challenges forced on them due to this closure.

Memorandums of Understanding

Adam Staunton advised the group that Council has been working with the following organisations/agencies in the development of MOUs to assist the Somerset LDMG during disaster response/recovery:

- Red Cross – Management of Evacuation Centres
- Disaster Relief Australia – assistance with spontaneous volunteers following an event

Cr Graeme Lehmann (Chairman of the Somerset LDMG / Mayor)

Craig Young spoke to the group recognising that it would likely be Mayor Lehmann's last face-to-face LDMG meeting and thanked him for all his work over the years.

14.	Next meeting (proposed)	TO BE CONFIRMED
15.	Closure of meeting	2.25pm

AGENCY STATUS REPORT

Somerset Local Disaster Management Group



Prepared for Somerset Local Disaster Management Group (LDMG)

Meeting November 2023

Authored by **NAME:** Anita Egginton
AGENCY: DTATSIPCA
POSITION: Principal Community Recovery Officer (Southwest region)
DATE: 11/11/23
SIGNATURE: Anita Egginton

Agency Status Reports

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Lead Agency Responsibilities

Lead agencies are to report according to their responsible hazard / threat.

Threat	Lead Agency
Biosecurity	Department of Agriculture and Fisheries
Bushfire	Rural Fire Service
Dam Failure	Seqwater / Toowoomba Regional Council / CleanCo
Earthquake and Landslip	Somerset Regional Council
Epidemic, Pandemic	Queensland Health
Flooding and Severe Weather	Somerset Regional Council
Hazardous Material Incident	Fire and Rescue Services
Major Transport Incident (Road, Air, Rail and Marine)	Queensland Police Service
Structural Fire	Fire and Rescue Service
Terrorism	Queensland Police Service

Planning

- As the lead agency for human and social recovery in Queensland, DTATSIPCA (through the Community Recovery Branch) is currently consulting on the State Human and Social Recovery and Resilience Plan, which then informs District Plans produced and managed through District Human and Social Recovery Committees.
- These District Plans are currently being updated.
- The PCRO position works with local Councils to assist them in their local human and social recovery planning, and links priorities and activities into our departmental plans.

Resilience

- DTATSIPCA funds Council Recovery and Resilience Officers and Flood Recovery Service Navigators in the Somerset region.

Exercises and Training

- The PCRO has collaborated with Ipswich City Council, Lockyer Valley Regional Council, Rosewood Community Center and Laidley Community Centre in the last month to plan and deliver a community level early recovery exercise. The Somerset CRRO participated as an observer in this exercise to take learnings to apply to your LHSR Group.

Readiness

- TATSIPCA is currently activated in the Southern Downs, Toowoomba, Western Downs regional council areas, as well as in a number of Central and Far North Queensland regional council areas in response to bushfires. This has increased our state of readiness to assist the Somerset Local Disaster Management Group and the Somerset community in the event of a serious bushfire or other event.

Operations

- The PCRO for the Southwest region is currently activated in the Southern Downs, Toowoomba, Western Downs regional council areas.

Recovery

- TATSIPCA is currently supporting flood recovery activities in the Somerset community through the CRRO position, the Service Navigator position and flexible funding grants.

General Business

- Nil to report.

Somerset Local Disaster Management Group Report

Report submitted by: **Stephen Kerwin**

Department or Agency: **Energy Queensland**

Date: 21 November 2023

For inclusion in the minutes of Somerset Local Disaster Management Group meeting scheduled for **22 November 2023**

The following activities have been undertaken, or are being undertaken, by this agency:

Risk Management / Mitigation

- Continued focus on bushfire risk and mitigation, trials and new technology (incl fire proofing mesh)
- Ongoing review of bushfire risks with increasing conditions across the state and Operational response processes
- Ongoing exploring new bushfire risk situational awareness/analysis technology.

Planning Operational / Emergency Response Readiness:

- **Bushfires.** Numerous operational responses through routine arrangements to bushfires across the state. Includes South West QLD (Millerran) Mareeba Far North. Various impacts to network including loss of supply due to damaged infrastructure.
- **Liaison.** Local teams are interacting with Region and Area Fire groups as needed for controlled burns, bushfire preparation and response activities
- **Storms.** Local response to recent storms through routine arrangements

Community Awareness

- Safety messaging continues across various media to keep the community up to date

Training (Internal):

- Finalised formal training of Emergency Management Teams and key role in preparation for Summer Storm and Cyclone season
- Further opportunities for new technology, equipment and data analysis are ongoing including use of drones, predictive analysis and machine learning.

Training (External):

Exercises:

Development Projects:

Contentious issues or matters to be raised:

General Business:

- Reminder to emergency services response staff about the necessity of adhering to exclusion zones and to stay away from fallen powerlines. This includes during flash flooding if navigating flood waters – powerlines may be at a reduced height.
- Please continue to use the group email ENERGEX LDMG Somerset (DL) [REDACTED] for matters relating to this LDMG.

Representative's position & contact details:

Name: Stephen Kerwin
Position/Job Title: Senior Network Asset Officer
Contact Phone: [REDACTED]
Contact Email: [REDACTED]


AGENCY STATUS REPORT

Somerset Local Disaster Management Group



Prepared for Somerset Local Disaster Management Group (LDMG)

Meeting 20 September 2023

Authorised by **NAME:** Racquel Gibbons
AGENCY: Metropolitan South Region, Department of Education
POSITION: Regional Director
DATE: 20 November 2023
SIGNATURE: 

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Major Transport Incident (Road, Air, Rail and Marine)	Queensland Police Service
Structural Fire	Fire and Rescue Service
Terrorism	Queensland Police Service

Planning

- *Updated Regional Response Team following re-alignment of regional boundaries with the creation of an 8th education region.*
- *Review of all Emergency Response Plans across our 205 schools to ensure that they are up-to-date and include information about the current Regional Response Team.*

Resilience

- *Review of Regional Risk Register to ensure that schools who are most at risk are aware of the risks associated with their school and supported to prepare.*

Exercises and Training

- *Senior leadership teams and key regional staff have completed Disaster Management Training.*

Readiness

- *All schools in the Somerset LDMG have had the School Emergency Response Plans reviewed with a key focus on preparation for extreme weather events.*
- *The Regional Response Team is currently on stand-down but is prepared to stand-up at any time, as required.*

Operations

- *The Metropolitan South Region oversees schools across 5 LDMGs.*
- *Nil activations of the Regional Response Team have occurred since May 2023, however, some minor incidents have been managed at a local level outside of the Somerset area.*

Recovery

- *Nil*

General Business

- *Nil*


AGENCY STATUS REPORT

Somerset Local Disaster Management Group



Prepared for Somerset Local Disaster Management Group (LDMG)

Meeting 22 November 2023

Authored by **NAME:** Matthew Dean
AGENCY: Queensland Police Service
POSITION: Officer in Charge – Esk Police Station
DATE: 17 November 2023
SIGNATURE: 

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Planning

- *NIL*

Resilience

- *NIL*

Exercises and Training

- *3 day District Disaster Coordination Centre training scheduled for 27th-29th November. Over 25 proposed attendees, both sworn officers and civilian staff. Designed to improve capability and provide support should a disaster coordination centre be stood up.*

Readiness

- *Readiness of your Agency for the Somerset Local Disaster Management Group and the Somerset community.*

Operations

- *Operational/Tactical Support provided by Esk Police to QFES and Somerset Regional Council during recent fires in Redbank Creek vicinity.*
- *Operational and Strategic Support provided to QFES and Somerset Regional Council by OIC Esk Police and XO during recent bushfire in Redbank Creek area*

Recovery

- *NIL*

General Business

- *New QPS LDMG Member appointed – Sergeant Matthew Dean – OIC Esk Police*
- *New QPS LDMG Deputy Member appointed – Senior Sergeant James Bromley – OIC Lowood Police*

AGENCY STATUS REPORT

Somerset Local Disaster Management Group



Prepared for Somerset Local Disaster Management Group (LDMG)

Meeting 22 September 2023

Authored by

NAME:	Sharon Fong
AGENCY:	Queensland Reconstruction Authority
POSITION:	Regional Liaison Officer
DATE:	20 November 2023
SIGNATURE:	<i>S. Fong</i>

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Terrorism	Queensland Police Service

Planning

- *Nothing to report.*

Resilience

- *SRC have submitted 2 applications for the Queensland Resilience and Risk Reduction Fund (QRRRF).*

Exercises and Training

- *Attendance at this LDMG meeting on 22 September 2023.*

Readiness

- *As part of the 2023-24 Get Ready Queensland campaign, QRA funded a small scope of works for SRC.*

Operations

- *Delivery of Disaster Recovery Funding Arrangements (DRFA) by SRC is progressing well. QRA having monthly meetings with SRC.*

Recovery

- *Nothing to report.*

General Business

- *Look forward to receiving Flood Warning Infrastructure Network application from SRC.*
- *Look forward to working with SRC on the delivery of the Toogoolawah (Dingyara St) flood mitigation project funded through Disaster Ready Fund (DRF) 2023-24.*

AGENCY REPORT NOVEMBER 2023

DUTY OFFICER

*When formally **activating Red Cross to respond to an emergency**, contact should be made via the **Red Cross Duty Officer** phone which is: [REDACTED] (text messages cannot be read). The Duty Officer may then request additional supporting activation information to be sent to: [REDACTED]*

PREPAREDNESS AND RESILIENCE

State Emergency Services Manager Collin Sivalingum has been actively engaging in media outreach. One of the key messages emphasised during these media interactions is the low percentage of Queensland residents who are actively creating emergency plans to prepare for such events, with only 10% doing so.

Australian Red Cross is encouraging all Queenslanders to create an emergency plan using the [Get Prepared App](#) or other tools available at <https://www.redcross.org.au/prepare>.

Additionally, key messages have been shared with both internal and external partners, emphasising the importance of building a disaster-resilient Australia through collective responsibility. Our focus has been on fostering awareness, sharing resources, and taking collaborative steps to enhance safety and resilience nationwide.

Our study data indicates that:

- 58% of Australians expect to be impacted by heatwaves in the coming 12 months, this number is more than double 5 years ago (25%).
- 34% of Australians are worried about being impacted by bushfires compared to 26% five years ago.
- 43% of Australians are concerned about the impact of floods and heavy rain over the next 12 months compared to 29% in 2018.
- 38% of Australians expect to be impacted by major power outages (lasting 4 hours or longer) versus 26% five years ago.

More information can be found here: [Australians failing to prepare for emergencies](#).

VOLUNTEERS

State Manager Emergency Services Collin Sivalingum is actively engaged in the Emergency Volunteers Advisory Forum (EVAF) alongside Hon Mark Ryan MP Minister for Police and Corrective Services and Minister for Fire and Emergency Services, working to fortify and support Queensland's network of emergency services volunteers.

RESPONSE

- Red Cross is currently activated across various bushfire locations to provide Register.Find.Reunite (RFR).
- Red Cross assisted with the evacuation centre at Millmerran showgrounds (Toowoomba Regional Council) and for Western Downs the evacuation centres in Dalby and Chinchilla.



Activations: 1 July 2022 – 30 June 2023

Emergency Services activated over **1,170** staff and volunteers in this period assisting more than **63,000** people across **33** events



- Red Cross recently presented to the Queensland Police Service regarding an end-user perspective of the Register.Find.Reunite (RFR) service. RFR plays a vital role in response; letting family, loved ones and emergency services know that potentially impacted people are safe during an emergency. Please contact us if you would like a presentation on Register.Find.Reunite for group members or for community volunteers and staff who form part of your emergency response capability. Read more about the service here: [Register.Find.Reunite](#)
- The International Federation of Red Cross and Red Crescent Societies (IFRC) has released a simple one-page guide regarding Psychosocial Support in Crisis situations which can be accessed [here](#). The guide provides some useful prompts regarding how you can support children and others affected by disasters and crises.

RECOVERY

- Red Cross is currently supporting recovery in the Western Downs and Southern Downs region, with recovery supports offering Meet and Greet, Psychological First Aid and Information and Referral (IAR) and facilitated a Recovery 'What's Next' Session.

Since late March, the Recovery Team has engaged some of Australia's leading disaster recovery specialists to run sessions for flood-impacted communities across Southeast QLD. The program has reached 997 people through 48 sessions. Attendees include community

members, service providers, neighbourhood centre staff, council staff and elected members, school leaders and community disaster volunteers. Session topics have included:

- recovery journey for communities and individuals in a new era of recovery with cascading and compounding events;
- well-being and self-care;
- psychological preparedness for the next event; and
- community engagement best practice alongside rigid system-based structures.

The sessions were very well received by attendees. Participants found them informative and timely (18 months after the 2022 flood event) where many people remain displaced, overwhelmed, exhausted and frustrated. The following table is a breakdown of the 41 sessions that occurred in specific locations. The remaining seven sessions were virtual and for an audience that was geographically dispersed across QLD.

URBAN LGA	SESSIONS	REGIONAL LGA	SESSIONS	REGIONAL LGA	SESSIONS
Brisbane	8	Western Downs	8	Gympie	2
Ipswich	5	Fraser Coast	4	Lockyer Valley	1
Logan	2	Southern Downs	2	Scenic Rim	1
Gold Coast	1	North Burnett	2	South Burnett	1
Redland	1	Moreton Bay	2	Toowoomba	1

INSIGHTS

- Our North Queensland Emergency Services Regional Coordinator, Sam Savage, presented at the [National Indigenous Disaster Resilience Forum](#) 'Voice, footprints and empowerment' during August. Sam's presentation highlighted the importance of the Red Cross First Nations Recovery Program. The Forum more broadly aimed to build awareness and share new thinking about Indigenous peoples' disaster resilience.
- If you haven't seen the video prepared by Community Legal Centres as part of a larger preparedness program (with support from QRA) you can view it [here](#). Amongst other areas it addresses the issues of spontaneous evacuation centres/vs District Disaster Directives, and rights to compensation; as well as providing a good introduction to how the laws fit together in the Disaster Framework - to share with anyone new to the sector.
- Click on the link to register for a webinar on Wednesday 1 November 1-2pm [Community volunteers: Risk and liabilities for community-led disaster response](#).

Kay Drabsch
 C/ Liaison Officer
 Emergency Services Queensland
www.redcross.org.au

Somerset LDMG – Agency Report

Organisation represented	Seqwater
Meeting date and time	Wednesday 22 November 2023, 1300-1500hrs

The following activities have been undertaken or are being undertaken by Seqwater.

Risk management/ mitigation

- As a landholder and statutory authority, Seqwater has a responsibility to address fire management in our catchments. We continue to work to a 10-year planned burn program to reduce fuel hazard levels, address the risk of wildfires and manage biodiversity. Council is included in planned burn notifications.
- Seqwater has conducted several planned burns through the areas of Lake Somerset and Lake Wivenhoe.
- Seqwater continues to assist in the management of prohibited and restricted biosecurity matter (e.g. FMD, LSD, ASF) including managing a number of targeted feral ungulate (cattle, pig, deer, goat) programs on Seqwater's responsible lands.

Planning

- Seqwater completed review of the Wivenhoe Dam Emergency Action Plan (EAP) following consultation with Council. The EAP was submitted to Department of Regional Development, Manufacturing and Water (DRDMW) and approved on 4 June 2023.
- Seqwater completed review of the Clarendon Dam EAP following consultation with Council. The EAP was submitted to DRDMW and approved on 28 June 2023.
- Seqwater completed review of the Lake Manchester Dam EAP following consultation with Council. The EAP was submitted to DRDMW and approved on 1 September 2023.
- Seqwater has updated the South East Queensland Water Security Program 2023, which sets out a 30-year strategy to ensure South East Queensland communities have access to safe, secure and valued water supply now and for future generations. The Program is publicly available at <https://www.seqwater.com.au/water-security>.

Operational issues

- The region's combined dam levels are sitting just below 70%. While there is still plenty of water in the SEQ Water Grid, Seqwater is always planning ahead and this percentage marks the early 'pre-drought' phase in South East Queensland's multi-staged Drought Response Plan. Grid storage capacity and dam levels are updated daily and are publicly available at <https://www.seqwater.com.au/dam-levels>.

Exercises

- Seqwater conducted *Exercise Hydra 2023* with Water Service Providers (including Urban Utilities) on Thursday 1 June. The exercise explored collective response to an extreme wet weather event, focusing on prioritisation of water supply across the SEQ Water Grid.
- Seqwater's Flood Operations Centre has conducted a series of simulation exercises across November 2023. The exercises have included the opportunity for external observers to attend, such as various Council representatives. Enoggera Dam and North Pine Dam have been the focus of these exercises.

Projects

- Somerset Dam is one of several dams identified for upgrade as part of Seqwater's Dam Improvement Program. The aim of the upgrade is to improve the dam's ability to withstand extreme floods and earthquakes. A detailed Business Case is being prepared and will then be submitted for Government approvals.
- Construction of a new bridge across the Brisbane River at Mount Crosby remains underway, as part of the *Mount Crosby East Bank Flood Resilience Program*. Once the new bridge is complete, the existing one-lane weir bridge will be converted to a shared path for pedestrians and cyclists. Further information is available at <https://www.seqwater.com.au/project/east-bank-flood-resilience-program>.
- Project updates are publicly available by following the subscription steps at <https://www.seqwater.com.au/subscribe-newsletter>.

General business

- Seqwater's free dam release notification service provides subscribers with notifications by email, text messages to mobile phones or recorded messages to telephone landlines when dam releases are occurring. Residents can register via <https://www.seqwater.com.au/dam-release-notification-service>.
- Dam levels are updated daily and are publicly available at <https://www.seqwater.com.au/dam-levels>.
- Seqwater's Primary and Proxy LDMG Agency Advisors are: _____

Primary Advisor	Jason Boldeman – <i>Principal Incident & Emergency Management</i> [REDACTED]
Proxy Advisor	Chloe De Marchi – <i>Senior Emergency Management Advisor</i> [REDACTED]

Sign-off and approval

Sign	[REDACTED]
Reported submitted by	Chloe De Marchi
Local Government/ Agency Position	Senior Emergency Management Advisor
Date submitted	16 November 2023

AGENCY STATUS REPORT

Somerset Local Disaster Management Group



Prepared for	Somerset Local Disaster Management Group (LDMG)		
Meeting	22 November 2023		
Authored by	NAME: Andy Bickerton		
	AGENCY: Somerset State Emergency Service Unit		
	POSITION: Local Controller		
	DATE: 20 November 2023		
	SIGNATURE: 	Andy Bickerton	2023.11.20 08:10:11 +10'00'

Planning

- All SES groups have reviewed resources in preparation for the 2023-24 storm season.

Resilience

- Each SES group has been issued with community engagement material for distribution at community events as opportunities arise.

Exercises and Training

- Members of each SES group attend weekly evening training sessions.

Readiness

- SES members and appropriate resources are available for activation in response to tasks logged into the TAMS system.

Operations

- TAMS Storm Damage Operations x6 – Hazeldean, Lowood x2, Fernvale, Esk and Winya
- Agency Support Requests x2 – water rescue and traffic management

Recovery

- No recent recovery activities have been implemented or participated in.

General Business

- Two replacement vehicles (4WD crew cab Ford Rangers) for Esk and Lowood SES Groups expected to be due for delivery early 2024.
- Facility improvement projects are underway following receipt of a substantial State government (SES) grant.

AGENCY STATUS REPORT

Somerset Local Disaster Management Group



Prepared for Somerset Local Disaster Management Group (LDMG)

Meeting 22 November 2023

Authorised by

NAME: Adam Staunton
AGENCY: Somerset Regional Council
POSITION: Disaster Management Officer
DATE: 20/11/2023
SIGNATURE:

A handwritten signature in dark ink, appearing to be "A. Staunton", written over a light blue background.

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Planning

- Council has been liaising with QFES and other agencies (such as SEQWater) regarding controlled burns in several locations such as Linville and Hazeldean areas.
- Council met with SES Regional Director to discuss Somerset SES arrangements into the future.
- Bushfire Risk Mitigation Plans were presented to Council for review by the Local Disaster Management Group.
- Council has assisted QFES with its Bushfire Safety Campaign by promoting on our social media channels.
- Council attended a series of information sessions and workshops for a proposed new Flood Forecasting and Warning System being investigated by the Bureau of Meteorology
- Council has installed the new Flood Intelligence Dashboard within Guardian. Configuration of that will take several months, and will be complete before December 2023.
- Expressions of interest received for the Bushfire Risk Assessment project

Resilience

- Council's online flood certificate system remains popular, having now issued more than 3,500 certificates since its inception just over 12 months ago.
- Reconstruction submissions as part of DRFA are near completion. Council has placed an update status of the applications/works on the disaster dashboard as an interactive map.
- Council has developed an all-hazards preparedness booklet has been made available to new and existing residents within the region. The booklet has been made available online, via Council's disaster dashboard.
- Council helped facilitate a Business Continuity Planning workshop for those in the disability and vulnerable sectors at the Esk Civic Centre in July. The workshop was developed and run by the Community Services Industry Alliance (CSIA).
- Urban Utilities have connected water to the Jimna 110k litre bushfire tank. This is being done by Urban Utilities (at no cost to Council) to assist Qld Rural Fire should water be required to fight fires in the area.
- Council has attended meetings with Toowoomba Regional Council to discuss the future Cressbrook Dam safety upgrades.
- Moore Linville Brigade have successfully conducted a number of hazard reduction burns in Moore/Linville , in particular areas along the Brisbane Valley Rail Trail
- Slashing has been expanded in the Linville Camping Grounds to assist in mitigating any bushfire risk in that area.
- Council met with Jimna residents to discuss disaster preparedness and field questions relating to specific risks in the township. As a result of these discussions, Council is assessing bushfire risk in the area behind finch lane and the hall, looking to expand slashing operations in the town
- DMO attended the Somerset Region Local Action Group meeting on 26 September. The group has been established to help build a more inclusive community that targets those with a disability.

Exercises and Training

- A number of council staff have completed their Disaster Management training under the Qld Disaster Management Training Framework
- Council attended the SEQWater Flood Operations Centre exercise on the 17th November to observe their annual flood exercise.
- Council participated in a pre-season Exercise Nexus facilitated by the Department of Transport (DTMR) that focussed on severe weather and the impacts on the road network.

- Council attended DDMG Bushfire Exercise 21/11/2023
- Batteries for Council's flood warning sirens were upgraded to the more resilient and longer lasting lithium batteries.

Readiness

- Council has been looking at a proof-of-concept project to expand WaterRide/Flood Certificates system to provide additional information to staff and the community.
- Shipping container has been purchased to store Evacuation Centre equipment and will be located at the Lowood SES compound. It is currently being stored at the Lowood Works Depot awaiting installation and relevant building approvals.
- At the request of the Biarra Rural Fire Brigade, Council engaged contractors to maintain the firebreak originally installed along Breens Lane to assist in protecting the township of Esk in the event of a large uncontrolled bushfire. The original break was created in 2021.
- Council has assisted QFES with bushfire preparedness messaging by placing VMS Trailers outside of Esk and Kilcoy.

Operations

- Council's Local Disaster Coordination Centre (LDCC) has returned to Esk. During the recent roof repairs and refurbishment of the Esk administration building, Council's LDCC was in Fernvale.
- A number of fires were ignited during this period, namely;
 - Banks Creek Fire – no major issue, alerts for smoke in the area
 - Redbank Creek Fire(s) – some concerns at various stages with these fires, however QFES was able to get these contained through mechanical and back burning activities. Council supplied water trucks and signage to assist with this. The Somerset LDMG was placed on ALERT due to the interagency assistance being provided. Esk Hampton Road remained closed for a number of days as a result.

Recovery

- *List recovery activities your Agency has implemented or participated in for the Somerset community.*

General Business

- Council attended information sessions conducted by QRA on Queensland's flood warning infrastructure. These sessions were conducted to assist in providing funding opportunities in the future to install flood warning products throughout Queensland.
- Meeting held between QPS, Ipswich City and Somerset Regional Council's to discuss Emergency Alerts and their use during disasters.
- Quotations have been received for a number of flooding related projects, namely;
 - Historical flood mapping
 - LGA-wide overland flow mapping
- QRA are expected to deliver Council with whole of LGA LiDAR data during November. This will provide more accurate LiDAR for the Somerset region down to 1m grids.
- Draft data sharing license agreement sent to DTMR to allow for sharing of flood camera images and gauge data where available.
- Department of Environment and Science (DES) conducted an audit of the Esk Landfill to ensure that the site was well prepared for any extreme weather events. An outcome of these discussions

was that Council agreed to construct a fire break around the entire site. This was completed during September.

- Flood Modelling Data has been provided by Council to Urban Utilities to assist them with their installation of WaterRide.
- Council staff (DMO/NRMO) attended the Greater Brisbane Area Fire Management group meeting at Chermside on September 5.
- Council has recently been in discussions with the Insurance Council of Australia to help advocate on behalf of a resident who was being charged excessively due to a perceived flood risk on their property. The outcome of this was that their insurer acknowledged that the house was in a flood-free area of the large property and as such the resident was able to receive affordable insurance for the house.
- Council have been given advice that funds are available under the QRA's Flood Warning Infrastructure Grant to install additional cameras and gauges etc. The amount potentially available is \$200,000.00
- Disaster Management Officer discussed Fernvale mitigation activities since 2011 to approximately 150 West Moreton Anglican College students. This was held at Bill Sharpe Park (Nardoo Lagoon).
- Council had QRA peer review the quotation for the whole of Somerset LGA overland flowpath study. The review confirmed that Council can proceed with this work.
- Council's Disaster Dashboard upgrade is complete and will allow for customised pages for various risks such as flooding and bushfire.
- Map showing flood restoration approvals has been developed and went live in August.

AGENCY STATUS REPORT

Somerset Local Disaster Management Group



Prepared for Somerset Local Disaster Management Group (LDMG)

Meeting 22 November 2023

Authored by

NAME: Adam Cracknell / Shanna Douglas

AGENCY: Transport and Main Roads

POSITION: LDMG/DDMG Liaison / Deputy

DATE: 22 November 2023

SIGNATURE:

A handwritten signature in black ink, appearing to be "Adam Cracknell".

Agency Status Reports

Written member status reports on behalf of core and advisory member agencies are used to update other LDMG members on the status of the member agency's disaster management initiatives, projects, training, community awareness, disaster management plans, operations or contact information. This information assists the LDMG to evaluate the status of disaster management and disaster operations for the local government area. Member status reports are required to be provided at all regular LDMG meetings.

Lead Agency Responsibilities

Lead agencies are to report according to their responsible hazard / threat.

Threat	Lead Agency
Biosecurity	Department of Agriculture and Fisheries
Bushfire	Rural Fire Service
Dam Failure	Seqwater / Toowoomba Regional Council / CleanCo
Earthquake and Landslip	Somerset Regional Council
Epidemic, Pandemic	Queensland Health
Flooding and Severe Weather	Somerset Regional Council
Hazardous Material Incident	Fire and Rescue Services
Major Transport Incident (Road, Air, Rail and Marine)	Queensland Police Service
Structural Fire	Fire and Rescue Service
Terrorism	Queensland Police Service

Planning

- Continued monitoring of weather forecasts and seasonal outlooks
- Periodic review of emergency management roles and resources
- Relationships and communication with relevant agencies maintained
- Investigating grant opportunities for additional flood warning infrastructure (under the Queensland Resilience and Risk Reduction Fund 2023-24)
- Updated Network Response Plan (NRP)
- Updated Business Continuity Plan (BCP)

Resilience

- Hazard Mitigation and Risk Reduction - Flood cameras on TMR roads are now available to be viewed on the Somerset Council Disaster hub website (3 cameras on State Roads within Somerset Council area)

Exercises and Training

- Exercise Nexus 14/09/2023 held at 50 Wises Rd, Maroochydore. Attended by Raad.
- TMR debrief on Project Nexus held on 06/09/2023.
- Queensland Disaster Management Arrangements Training (Peter Harkin) - 13 November 2023

Readiness

- Readiness of your Agency for the Somerset Local Disaster Management Group and the Somerset community.
- New team members from TMR have been onboarded and are undertaking relevant training.

Operations

- Esk-Gatton Rd (Ch 20-26) was closed 31/10/2023 for the Redbank Creek fire. Traffic Management Centre was advised of, recorded and communicate this closure to relevant parties. The closure crossed the disaster management district boundary. Subsequent and ongoing discussions are underway to improve cross border coordination in future events.

Recovery

- List recovery activities your Agency has implemented or participated in for the Somerset community.

General Business

- TMR North Coast Region relocated to our new office at 50 Wises Rd Buderim in November 2022 (Includes the Traffic Management Centre)

LDMG Agency Report

To: Somerset Rim Regional Council Local Disaster Management Group	
CC:	
From: Luke Sawtell, Head of Security and Resilience	Date: 20 November 2023
T: [REDACTED]	Page: 1 of 2
Re: LDMG Agency Status Report for November 2023 Meeting	

This report outlines the activities that have been undertaken or are being undertaken by Urban Utilities in relation to our disaster preparedness and general operations in the Somerset Regional Council region.

Planning

- Urban Utilities in the process of finalising refresh of our Emergency Management framework and plans and procedures.
- Urban Utilities is finalising its summer preparedness planning including key mitigation strategies for the increased Bushfire risk through summer. Key activities include:
 - Ongoing partnership with Queensland Fire and Emergency Services (QFES), meeting on a regular basis to ensure both our organisations are aligned with bushfire readiness to support community preparedness and response.
 - Seasonal maintenance at our reservoirs and other assets to minimise risk of fire hazard along with routine maintenance on hydrants to ensure availability.
 - Monitoring bushfire threats and events and liaising directly with QFES to support expediting / improving access to water supply during both domestic and bushfire events.
 - Working with QFES as a critical partner in our planning for major planned water supply outages, to consider firefighting requirements and contingencies including water tankers and access to other non-potable water sources.

Training

- Further training and exercises are to be implemented across the business to improve emergency management capabilities in readiness for the upcoming high-risk summer season.

General Enquiries **13 26 57**
Faults and Emergencies **13 23 64**
urbanutilities.com.au

ABN 86 673 835 011

Exercises

- Emergency exercises are now complete with a focus on Bushfire and Heatwave risks and the potential impacts on the water and sewer networks, ensuring water quality and supply of firefighting water are the top two priorities for the season ahead.

Operations

- Major project works are now currently underway to improve performance of the three Reservoirs at Kilcoy, works will increase the integrity and resilience of the water supply to the Kilcoy region.
- Planning has commenced for upgrades at the Esk Reservoir, project is currently under pre-market submissions.

Development Projects / Risk Management Studies

- NIL

Contentious Issues

- NIL

General Business

- NIL

Peta Foster

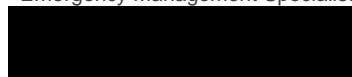
Emergency Management Specialist

Representatives Position and Contact Details

Luke Sawtell
Head of Security and Resilience




Peta Foster
Emergency Management Specialist



AGENCY STATUS REPORT

Somerset Local Disaster Management Group



Prepared for	Somerset Local Disaster Management Group (LDMG)
Meeting	20 September 2023
Authored by	NAME: Allison McGregor / Jenny Luke AGENCY: West Moreton Health – Esk Hospital POSITION: Director of Nursing-Facility Manager / Emergency Resilience Manager DATE: 10/11/2023 SIGNATURE: 

Agency Status Reports

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Earthquake and Landslip	Somerset Regional Council
Epidemic, Pandemic	Queensland Health
Flooding and Severe Weather	Somerset Regional Council
Hazardous Material Incident	Fire and Rescue Services
Major Transport Incident (Road, Air, Rail and Marine)	Queensland Police Service
Structural Fire	Fire and Rescue Service
Terrorism	Queensland Police Service

Planning

- WM Emergency and Resilience management team 2023 prioritise include the review of West Moreton Facility Emergency Management plans and Heatwave response plan.
- West Moreton emergency management unit continue to work with WM communications and media unit to establish standard heatwave response messaging as per new Queensland Health Heatwave plan

Resilience

- West Moreton representative attended the recent Disability Services Disaster resilience workshop at Esk on 3/11/2023

Exercises and Training

- All West Moreton facilities have been provided active armed offender response familiarisation to ensure standardised approach in the event of active armed offender threats within health facilities
- A HHS heatwave discussion exercise was undertaken with the Ipswich DDMG on 2/11/2023
- 2024 training and exercise developed to concentrate on Mass casualty and Health Incident management team exercises.

Readiness

- Christmas rosters have been finalised, there will be continued coverage from the West Moreton Emergency Management Unit and the Esk Hospital management team
- All seasonal preparedness activities have been completed

Operations

- WMH continues to manage COVID 19 cases within a BAU framework.
- WMH continues to monitor Bushfire weather and QFES alerts and prepare facilities in close proximity to incidents

Recovery

- Nil in progress.

General Business

- Nil.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Gary Love, Engineering Services Manager
Director: Craig Young, Director Operations
Date: 14 November 2023
Subject: Regional Road and Technical Committee Minutes Report September 2023
File Ref: Community services / service provision / regional roads and transport group committee
Action Officer: ESM

Background/Summary

The Northern South East Queensland Regional Roads and Transport Group (NSEQ RRTG) Technical Committee and Executive meetings were held at Noosa Council on Thursday 7 September 2023. Copies of the minutes are attached for Councillor's information.

Council's attention is drawn to the following points:

1. The Northern South East Queensland Regional Roads and Transport Group (NSEQ RRTG) achieved 100% expenditure for the 2022/2023 program which consisted of 22 projects;
2. That Somerset Regional Council were to receive an increased TIDs allocation of \$15,955 for the current 2023/24 program.

Attachments

- Attachment 1 - NSEQ RRTG TC 07_09_2023 Minutes FINAL
- Attachment 2 - NSEQ RRTG EC 07_09_2023 Exec Minutes FINAL

Recommendation

THAT Council receive the Reports titled "Attachment 1 - NSEQ RRTG TC 07_09_2023 Minutes FINAL" and "Attachment 2 - NSEQ RRTG EC 07_09_2023 Exec Minutes FINAL" and that the contents be noted.

1 OPENING OF MEETING

The Chair declared the meeting open at 10:36am - Thursday 7 September.

The Chair welcomed everyone to the meeting held at The J Noosa, Noosa Heads.

2 ATTENDANCE

Craig Young	Director of Operations, Somerset Regional Council
Gary Love	Engineering Services Manager, Somerset Regional Council
Megan Cawkwell	Transport Capital Works Technical Officer, Sunshine Coast Council (via MS Teams)
Promise Arraiza	Technical Officer, Sunshine Coast Council
Connor Jocusmen	Technical Officer, Sunshine Coast Council (via MS Teams)
Leroy Ashwell	Principal Engineer Integrated Transport Engineering, Moreton Bay Regional Council
Jordan Robinson	Principal Advisor Government Partnerships, Transport and Main Roads (via MS Teams)
Charissa Crane	Principal Advisor Government Partnerships, Transport and Main Roads
Justin Valks	Manager (Assets and Maintenance), North Coast Region, Transport and Main Roads
Gerard Logan	Principal Engineer (Civil), Transport and Main Roads (via MS Teams)
Alex Neville	Civil Work Maintenance Coordinator, Noosa Council
Nicholas Rocca	Technical Officer, Noosa Shire Council
Mike Furniss	Policy Advisor – Infrastructure and Economic Development, LGAQ
Leah-Ann Beck	Program Officer (Program Support, Transport and Main Roads (via MS Teams)
Daniel Collins	Civil Engineer, Assets & Maintenance, Transport and Main Roads
Tom Sanders	NSEQRRTG Technical Coordinator, SHEPHERD

3 APOLOGIES

Stephen Hegedus	NSEQRRTG Technical Coordinator, General Manager Client Services, SHEPHERD
Tyler Wade	Roads Coordinator, Noosa Shire Council

4 RECEIVING AND CONFIRMATION OF MINUTES

4.1 Meeting of the Northern SEQ RRTG TC held on 18 May 2023

The minutes of the NSEQRRTG TC Meeting held via MS Teams on 18 May 2023 were presented.

Moved: Megan Cawkwell

Seconded: Gary Love

That the minutes of the NSEQRRTG TC Meeting held 18 May 2023 taken as read and confirmed as an accurate record of proceedings.

Carried

5 OUTSTANDING ACTIONS

5.1 Outstanding Actions from Previous Meetings

The Technical Coordinator provided an overview of outstanding actions displayed on the following page.

Actions generated from the meeting are captured in the “NSEQRRTG TC Meeting Actions Tracker” Smartsheet, a copy of which is displayed on the following page.

The actions were reviewed and discussed, with comments and appropriate updates recorded in the attached Smartsheet.

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

Flag	Meeting Date	Action Description	Status ▽	% Done	Assigned To	Due Date	Notes & Comments
🚩	17/11/22	Technical Committee representatives to submit proposed 4-year plans for 2023-2027, to the Technical Coordinator.	In Progress	<div><div></div></div>	All RRTGs	30/05/23	The draft 4-year program was provided to members, members agreed to review their respective programs by 30/5/23
🚩	46/02/23	RRTG members to review draft 2023/24 to 2024/25 NSEQ RRTG Capability Agreement and Action Plan for consideration at next NSEQ RRTG TC Meeting	Complete	<div><div></div></div>	TS Tom Sanders	46/06/23	Draft provided to members for review, with responses required by 16/6
🚩	16/02/23	All RRTG members to review LRRS roads and ensure SOI's have been completed and current, Technical Coordinator to review current records provide by TMR	In Progress	<div><div></div></div>	All RRTGs	31/07/23	RRTG Members requested an extension to the previous due date due to EOFY commitments.
🚩	08/09/22	LRRS register to be updated and provided to RRTGs (inc. mapping)	Complete	<div><div></div></div>	Stephen Hegedus TS Tom Sanders	31/07/23	Updates forwarded to TMR and up-to-date
🚩	46/02/23	Justin V Valks to organise a workshop to discuss potential joint purchasing power for efficient purchasing of recycled material.	Complete	<div><div></div></div>	Justin Valks	42/03/23	
🚩		ARCHIVED ACTIONS					

6 REPORTS

6.1 Standing Agenda Item – Technical Coordinator Status Report

The Technical Coordinator's expenditure for the 2022/23 financial year was noted.

The Technical Coordinator discussed the expenditure to date and expected value of the next progress claim, anticipated early October.

6.2 Standing Agenda Item - Expenditure and Cash Flow

2022/23 Expenditure

The group reviewed final 2022/23 expenditure and noted the effort by all members in successful delivery of the program, achieving 100% expenditure.

The group discussed the TMR Roads Alliance end of Quarter 4 report.

Charissa Crane, TMR highlighted 100% expenditure was achieved both for this RRTG and state-wide for 2022-23. Noting this was an excellent result and reflects the groups collaboration and joint efforts getting projects across the line, particularly commendable during a busy time at EOFY. 211 RTA TIDS projects were delivered statewide and NSEQ delivered 22 of these projects. 24 projects were delivered across the state from SCDF funding. Thanks kindly to both the TC and the RRTG for their roles to ensure all RTA TIDS funding is delivered, redistributed, and acquitted. Financial statements have been distributed to RRTGs back on the 18 July and are also presented to the Minister for TMR.

2022/23 EOY TIDS Acquittal

The group noted the Northern SEQ RRTG TIDS Acquittal for Financial Year 2022/23 was endorsed by flying minute on 22 August 2023 and submitted on behalf of Cr Hain, Northern SEQ RRTG Chair to the Roads and Transport Alliance on Friday 25 August 2023.

The key highlights from the Acquittal report were discussed as follows:

- Number of TIDS projects completed by 30 June - 22 projects
- TIDS Expenditure - \$4,006,615 (100%)
- The program delivered varied compared with the original program submitted:
 - Total number of projects in original approved program - 14
 - Number of projects not completed or deleted 9
 - Number of projects added to the program 17
 - Number of projects requiring a variation 5
- Program outcomes summarized by contributions to a safer network, selecting projects which were supported by asset management practices and identified within Council AMPs
- Challenges for delivery included staff changes within Council and appointment of new Technical Coordinator
- TIDS recognition signage

- 5 projects triggered the recognition policy
- 3 projects were not compliant with the TIDS Recognition Policy 2021

The importance of adhering to the TIDS Recognition Policy 2021 was discussed by the group with a commitment to ensure all projects which meet the threshold will use the new 2 plate design.

The significance of appropriate public recognition of TIDS projects, acknowledging the contribution of State and local governments is required to comply with the policy was also noted. The group acknowledged this information is reported annually to the Minister for Transport and Main Roads and Minister for Digital Services; and is subject to audit.

2023/24 Expenditure and Cashflow

The group noted no claims have been submitted for 2023/24.

6.3 Standing Agenda Item - Works Program Change Requests

The group noted the 2022/23 Program Change Requests endorsed by flying minute.

The group noted the Northern SEQ RRTG have received an increase in TIDS funding from \$4,006,615 to \$4,107,435, representing an increase of \$100,820 (2.5%).

The group distributing the additional funds equally amongst the four (4) Council's as per the adopted funding distribution and prioritisation agreement.

The increases are only for 2023/24 at this stage.

RECOMMENDATION:

Moved: Megan Cawkwell

Seconded: Gary Love

It is recommended that the increased funding amount of \$100,820 for 2023/24 be distributed in accordance with the adopted NSEQ RRTG Funding Distribution, an increase of each Council's funding by approximately 2.5%:

- Somerset Regional Council - Increase in TIDS allocation of \$15,955;
- Moreton Bay Regional Council - Increase in TIDS allocation of \$35,899;
- Noosa Shire Council - Increase in TIDS allocation of \$13,961;
- Sunshine Coast Council - Increase in TIDS allocation of \$33,905; and
- Increase in allocation to Technical Coordinator of \$1,100.

Carried

Action

Due Date

Each Council to review their 2023/24 nominated projects and advise the Technical Coordinator which projects can accommodate the increased TIDS allocation; or whether new projects will be required.

6/10/23

DISCUSSION - 2023/24 PROGRAM CHANGE REQUESTS:

Program Change Requests were received and reviewed from the following Councils for the 2023/24 Project Nominations:

- Somerset Regional Council
- Sunshine Coast Council;
- Noosa Shire Council; and
- Moreton Bay Regional Council

The submitted program change requests are outlined on the subsequent pages.

Note: Attachment A provides individual copies relevant project nomination/scoping forms with additional project details and locations.

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

Somerset Regional Council - 2023/24 TIDS Project Nominations

Status	Road Name	Description	Planned Construction	Construction Progress	Auto-calcd Progress	Actual Construction	Actions	Prior TIDS	2023-2024 TIDS	2023-2024 Council	2023-2024 Other	2023-2024 Total	TIDS Ratio
								\$0	\$678,019	\$634,185	\$0	\$1,312,204	52%
Road Alliance : Northern SEQ													
Council: Somerset Regional Council													
Awaiting Approval by Tech Committee	Clarendon Road	Rehabilitate pavement and shoulder widening to 9m width	From 9 Oct 2023 To 29 Mar 2024		0%		Edit Timeline Report	\$0	\$582,519	\$582,685	\$0	\$1,165,204	50%
Awaiting Approval by Tech Committee	Technical Coordinator	Northern SEQ Regional Roads and Transport Group, Technical Capability and Development Technical Coordinator Responsibilities and Program Man...	From 3 Jul 2023 To 28 Jun 2024	15%	0%	From 3 Jul 2023	Edit Timeline Report	\$0	\$44,000	\$0	\$0	\$44,000	100%
Awaiting Approval by Tech Committee	Wells Street	Works to footpath / parking and loading area at Linville School	From 4 Dec 2023 To 26 Jan 2024		0%		Edit Timeline Report	\$0	\$51,500	\$51,500	\$0	\$103,000	50%
Summary for Somerset Regional Council								\$0	\$678,019	\$634,185	\$0	\$1,312,204	
Summary for Northern SEQ								\$0	\$678,019	\$634,185	\$0	\$1,312,204	

RECOMMENDATION:

Moved: Leroy Ashwell

Seconded: Gary Love

That the above program summary and associated project scoping form submitted by Somerset Regional Council, which resulted in nil increase to TIDS funding is recommended for approval and distribution to the Executive Committee for endorsement.

Carried

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

Sunshine Coast Council - 2023/24 TIDS Project Nominations

Status	Road Name	Description	Planned Construction	Construction Progress	Auto-calcd Progress	Actual Construction	Actions	Prior TIDS	2023-2024 TIDS	2023-2024 Council	2023-2024 Other	2023-2024 Total	TIDS Ratio
								\$0	\$1,347,289	\$2,626,667	\$0	\$3,973,956	34%
Road Alliance : Northern SEQ													
Council : Sunshine Coast Council													
Awaiting Approval by Tech Committee	Camp Flat Road Stage 4	Intersection with Whitecross Rd Intersection upgrade to reduce crash risk. Camp Flat Road traffic has increased by 5x since the Parklakes ho...	From 3 Jul 2023 To 30 Apr 2024		0%		Edit Timeline Report	\$0	\$1,147,289	\$2,426,667	\$0	\$3,573,956	32%
Awaiting Approval by Tech Committee	Ridgeview Drive & Havana Road West Intersection	Installation of raised zebra crossings on all legs of the Ridgeview Drive / Havana Road West roundabout. Additional works will include upgra...	From 1 Feb 2024 To 30 Jun 2024		0%		Edit Timeline Report	\$0	\$10,000	\$10,000	\$0	\$20,000	50%
Awaiting Approval by Tech Committee	Sippy Downs School Precinct - Signalised Crossing	Design and Construct Midblock smart pedestrian Signals for Chancellor College and University students to cross safely of busy 60km/h road en...	From 1 Mar 2024 To 30 Apr 2024		0%		Edit Timeline Report	\$0	\$190,000	\$190,000	\$0	\$380,000	50%
Summary for Sunshine Coast Council								\$0	\$1,347,289	\$2,626,667	\$0	\$3,973,956	
Summary for Northern SEQ								\$0	\$1,347,289	\$2,626,667	\$0	\$3,973,956	

RECOMMENDATION:

Moved: Leroy Ashwell

Seconded: Gary Love

That the above program summary and associated project scoping form submitted by Sunshine Coast Regional Council, which resulted in nil increase to TIDS funding is recommended for approval and distribution to the Executive Committee for endorsement.

Carried

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

Noosa Shire Council - 2023/24 TIDS Project Nominations

Status	Road Name	Description	Planned Construction	Construction Progress	Auto-calcd Progress	Actual Construction	Actions	Prior TIDS	2023-2024 TIDS	2023-2024 Council	2023-2024 Other	2023-2024 Total	TIDS Ratio
								\$0	\$554,766	\$611,376	\$0	\$1,166,142	48%
Road Alliance : Northern SEQ													
Council : Noosa Shire Council													
Awaiting Approval by Tech Committee	Butler Street	Butler street reseal mill and fill 50mm AC 14 CR from Poinciana Ave to ross court Start chainage 950.420 End chainage 1037.050	From 13 Aug 2023 To 18 Aug 2023		0%		Edit Timeline Report	\$0	\$217,568	\$217,568	\$0	\$435,136	50%
Awaiting Approval by Tech Committee	Eumundi Noosa Road	Eumundi Noosa Road from Beckmans to Gateway Drive Mill and Fill 50mm AC14 Start Chainage: 2638.950, End Chainage 2754.736	From 9 Oct 2023 To 13 Nov 2023		0%		Edit Timeline Report	\$0	\$220,503	\$220,503	\$0	\$441,006	50%
Awaiting Approval by Tech Committee	Gibson Road	Gibson Road Saltwater Ave to Thomas street roundabouts AC14 Mill and Fill Start Chainage 1010.536 End Chainage 1082.005	From 18 Sep 2023 To 22 Sep 2023		0%		Edit Timeline Report	\$0	\$116,695	\$173,305	\$0	\$290,000	40%
Summary for Noosa Shire Council								\$0	\$554,766	\$611,376	\$0	\$1,166,142	
Summary for Northern SEQ								\$0	\$554,766	\$611,376	\$0	\$1,166,142	

RECOMMENDATION:

Moved: Leroy Ashwell

Seconded: Gary Love

That the above program summary and associated project scoping form submitted by Noosa Shire Council, which resulted in nil increase to TIDS funding is recommended for approval and distribution to the Executive Committee for endorsement.

Carried

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

City of Moreton Bay - 2023/24 TIDS Project Nominations

Status	Road Name	Description	Planned Construction	Construction Progress	Auto-calcd Progress	Actual Construction	Actions	Prior TIDS	2023-2024 TIDS	2023-2024 Council	2023-2024 Other	2023-2024 Total	TIDS Ratio
								\$0	\$1,426,541	\$5,733,459	\$640,000	\$7,800,000	18%
Road Alliance : Northern SEQ													
Council : City of Moreton Bay													
Awaiting Approval by Council Officer	Henry Road and Dohles Rocks Road	Intersection Upgrade	From 27 Apr 2023 To 30 Oct 2023	<div><div></div></div> 75%	0%		Edit Timeline Report	\$0	\$ 713,271 ▲	\$ 2,386,729	\$ 300,000	\$ 3,400,000	21%
Awaiting Approval by Council Officer	Klingner Road and Boardman Road	Intersection upgrade	From 9 Jan 2023	<div><div></div></div> 75%	0%	From 9 Jan 2023	Edit Timeline Report	\$0	\$ 713,270 ▲	\$ 3,346,730	\$ 340,000	\$ 4,400,000	16%
Summary for City of Moreton Bay								\$0	\$1,426,541	\$5,733,459	\$640,000	\$7,800,000	
Summary for Northern SEQ								\$0	\$1,426,541	\$5,733,459	\$640,000	\$7,800,000	

RECOMMENDATION:

Moved: Leroy Ashwell

Seconded: Gary Love

That the above program summary and associated project scoping form submitted by City of Moreton Bay, which resulted in nil increase to TIDS funding is recommended for approval and distribution to the Executive Committee for endorsement.

Carried

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

6.4 Standing Agenda Item - LRRS Change Requests

Sunshine Coast Council provided an overview of the submitted Local Roads of Regional Significance change request, adding Camp Flat Road, from Bli Bli Road to Yandina-Bli Bli Road, Bli Bli to their LRRS network.

RECOMMENDATION:

Moved: Craig Young

Seconded: Leroy Ashwell

That the LRRS change request submitted by Sunshine Coast Council for Camp Flat Road is recommended for approval and distribution to the Executive Committee.

Carried

6.5 Standing Agenda Item - Statements of Intent Status

The group noted the outstanding action for each Council to review their LRRS network and ensure Statements of Intent are current. The outstanding action due date was updated until 31 July 2023.

The group discussed a sustainable approach to reviewing their LRRS Register by nominating 25% of their register for review this financial year. This should focus on known priorities and identifying roads that no longer meet the LRRS criteria.

There was additional discussion regarding the process for removing roads from the LRRS network. It was highlighted the current LRRS Change Request form provides provision for removal and addition.

RECOMMENDATION:

Moved: Gary Love

Seconded: Leroy Ashwell

For each Council to review 25% of their LRRS roads and associated Statement of Intents within the 2023/24 and for each Council to have completed or provide their prioritised list for review at the next Technical Committee meeting on Thursday 16 November.

Carried

Action

Due Date

Each Council to review 25% of their LRRS register and associated Statement of Intents or provide a prioritised list to be reviewed in 2023/24.

16/11/23

6.6 Standing Agenda Item - Road Safety

The Chair led discussions on sharing any road safety lessons learnt or new initiatives, with the following being a summary of discussions:

- Sunshine Coast Council and Transport and Main Roads raised specific safety concerns regarding pedestrian accessibility along David Low Way, Bli Bli. Transport and Main Roads provided a brief on current study findings and plans to improve pedestrian movements at this location.
- TMR provides one-off funding is available up to \$40,000 to deliver road safety education initiatives through the Community Road Safety Education Grants. Initiatives must be delivered within 12 months of when funding is awarded. There is a current funding open which closes 29 Sept 2023. Closing dates for the following rounds are 29 March and 30 Sept 2024.
- Road Safety week was held last week (Monday 21 August – Friday 25 August 2023). Thank you to those councils who were able to participate in some way and make a positive difference on Qld roads. There's still information, tools, and ideas available on TMR's StreetSmarts website - www.streetsmarts.initiatives.qld.gov.au

6.7 Standing Agenda Item - Capability Agreement and Action Plan Review

The Technical Coordinator led discussions regarding the draft Capability Agreement and Action Plan and SCDF opportunities.

Charissa Crane, TMR highlighted changes made by the RTAPT, where a new 'post training feedback form' has been introduced. The form will help us assess the effectiveness of the SCDF program in meeting its objectives. Following lodgement of a SCDF claim, can TCs or TC Chairs will complete the form on behalf of participating RRTGs/councils.

The draft Capability Agreement and Action Plan for 2023/24 to 2024/25 was reviewed by the group.

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

Northern SEQ RRTG Capability Agreement and Action Plan 2023/24 to 2024/25:

Action No	Agreed Actions	Funding Source	Accountable Officer	Timeframe	Review of Progress
	NSEQ RRTG: CAPABILITY AGREEMENT & ACTION PLAN 2023/4 TO 2024/25				
	OPERATIONAL EFFECTIVENESS				
1	Secretariat / Technical Coordinator Support	SWCF	RRTG Chair / TC Chair	Ongoing	
2	Minimum of 4 x Technical Committee meetings per year.	Councils	TC Chair	Meetings every quarter scheduled one month in advance of the RRTG meetings.	
3	Minimum of 4 x RRTG meetings per year..	Councils	TC Chair	Meetings to be held in conjunction with other inter Council meetings such as ROC Meetings.	
4	Each TC member to be represented at minimum 3 out of 4 TC meetings.	Councils	TC Members	Each TC Meeting.	
5	Each RRTG member to be represented at minimum 3 out of 4 RRTG meetings.	Councils	RRTG Members	Each RRTG Meeting.	
6	Agendas of meetings to be documented and distributed.	Councils	TC Chair & Technical Coordinator	Minimum one week prior to each TC and RRTG Meeting.	
7	Minutes of meetings to be documented and distributed.	Councils	TC Chair & Technical Coordinator	Maximum two weeks following each TC and RRTG Meeting.	
8	All Roads & Transport Alliance documentation (correspondence, circulars, technical notes, reports etc) to be distributed to all members.	Councils	TC Chair & Technical Coordinator	As required	
9	Information session on the RTA for new TC members when existing TC members are replaced.	Councils	TC Chair & Technical Coordinator	As required	
10	Information session on the RTA for any new RRTG members appointed to RRTG.	Councils	TC Chair & Technical Coordinator	As required	
11	Review Capability Agreement & Action Plan at each TC Meeting and present review to each RRTG Meeting.	Councils	TC Chair	Each TC Meeting	
	PROGRAM DEVELOPMENT				
12	Development of rolling 4 Year Works Program.	Councils	TC Members and Technical Coordinator	September to November each year	
13	Regular submission of TIDS claims to TMR and Technical Coordinator.	Councils	TC Members	Claims to be lodged every 2 months after commencement of the works	
14	Yearly review of LRRS network and present to the RRTG any requested changes for approval.	Councils	TC Members	By November each year	
15	Review and update Statements of Intent.	Councils	TC Members	By June each year	
16	Review and update the Work Program Development and Implementation Guideline.	Councils	Technical Coordinator	By September each year	
17	Adopted Annual Works Program delivery progress to be reviewed at each meeting.	Councils	TC Chair	Ongoing	
18	Review SCDF state-wide approvals and develop proposed NSEQ RRTG SCDF applications.	SCDF	Technical Coordinator	By May each year	
	ROAD SAFETY				
19	Road Safety to be fixed agenda item for each TC meeting.	Councils	TC Chair	Each TC Meeting	
20	To obtain and review the NSEQ RRTG regional area serious casualty crash data on an annual basis.	Councils	Technical Coordinator	By December each year	
	JOINT PURCHASING AND RESOURCE SHARING				
21	Joint Purchasing & Resource Sharing to be fixed agenda item for each TC and RRTG meeting with the objective of achieving regional cost efficiencies.	Councils	TC Chair	Each TC and RRTG Meeting.	
22	Develop and maintain regional templates and project management frameworks related to the delivery of road construction and maintenance services that provide opportunities of cost savings, regional networking and collaboration.	SCDF	Technical Coordinator	Ongoing	
23	To regularly conduct regional training events to enhance staff skills and knowledge at a more affordable cost than individual councils could achieve.	SCDF	Technical Coordinator	Ongoing	
	ASSET MANAGEMENT				
24	To assist in the continued improvement of road asset management practices of each member Council	Councils	TC Members & Technical Coordinator	Ongoing	
25	To upskill member Councils staff GIS capabilities to enable utilisation of data for improved asset management practices and decision making.	SCDF			

RECOMMENDATION:

Moved: Gary Love

Seconded: Justin Valks

That Item Items 14 & 15 be amended to align with the previous action in Section 6.4 - Review 25% of the LRRS network and Statement of Intents for each council and that the draft 2023/24 to 2024/25 Northern SEQ RRTG Capability Agreement and Action Plan be recommended to the Northern SEQ RRTG Executive Committee for adoption.

Carried

6.8 Standing Agenda Item - Joint Purchasing and Resource Sharing

Statewide Capability Development Fund (SCDF)

Correspondence received from the Roads and Transport Alliance on Friday 1 September was discussed.

A funding commitment of \$600,000 is available each year through the TIDS Statewide Capability Development Fund (SCDF) to support capability improvement initiatives that align with the development needs of local governments and RRTGs across Queensland.

Group members were encouraged to consider applications for funding in the 2023-24 financial year.

Moved: Gary Love

Seconded: Justin Valks

Technical Committee representatives to liaise with colleagues and provide feedback to the Technical Coordinator by 30 September regarding any SCDF applications.

Carried

Action

Due Date

Technical Committee representatives to liaise with colleagues and provide feedback to the Technical Coordinator by 30 September regarding any SCDF applications.

30/9/23

6.9 4 Year Works Program

DISCUSSION:

The group discussed the current NSEQRRTG 4-year works program and noted it is based on the following updates received:

- Somerset Regional Council update received 14/11/22;
- Sunshine Coast Council update received 15/5/23;
- Moreton Bay Regional Council update received 14/12/2021; and
- Noosa Shire Council update received 14/12/2021.

The Chair led discussions regarding the requirement for RRTGs to develop a four-year works program each year – two years fixed, two years indicative seeking a commitment from Council's to lead discussions internally regarding an understanding programs and project priorities will change from time to time however, promoting good asset management practices and forward planning, each Council should be able to provide future projects of significance on their LRRS network.

RECOMMENDATION:

Moved: Megan Cawkwell

Seconded: Gary Love

Technical Committee representatives to review the draft 4 year works programs and provide feedback to the Technical Coordinator by 31 October 2023.

Carried

Action

Due Date

Technical Committee representatives to review the draft 4 year works programs and provide feedback to the Technical Coordinator by 31 October 2023.

31/10/23

7 PRESENTATIONS

7.1 Roads & Transport Alliance Board

Author: Charissa Crane, Principal Advisor (Government Partnerships)

- Webinar - About two months ago the Roads and Transport Alliance hosted another webinar event - the topic was Use of Recycled Materials in Transport Infrastructure and was well attended by councils across the state. The event was organised in response to interest from local government as they move toward improved sustainability and embracing Queensland's waste management and resource recovery reforms. A range of experts from State and Local government shared practical approaches that TMR and local government are taking to incorporate the use of recycled content into infrastructure projects. We are thankful for the speaker's time and presentations which were delivered from Department of Environment and Science and TMR, with case studies from your very own Megan Cawkwell, Transport Capital Works Manager from the Transport Infrastructure Management Branch in the Sunshine Coast Council and Townsville City Council.
- Thanks to again to Megan who submitted stories and photos for inclusion in the 2022-23 Roads and Transport Alliance Progress Report. The RTAPT team is now compiling the report, which highlights the great work you are doing in delivering your TIDS projects and we look forward to showcasing each of the RRTG's. The RTAPT will keep members posted when it's ready for distribution.
- The QTRIP 2023-24 to 2026-27 was released on Tuesday 13 June 2023. An online briefing was held on Thursday 31 August from 1pm – 4:15pm. The recorded briefing session will be uploaded onto TMR's QTRIP website and will be available for viewing.
- ShapingSEQ 2023 Update - Community consultation closes on 20 September 2023, have your say at www.qld.gov.au/shapingseq
- Heavy vehicles - Reminder that applications are accepted all year. There are updated guidelines for applicants and successful funding recipients are available online. Minor improvements include that other Australian Government funding can now be used as a co contribution, and changes to scope, timeframe or cost no longer must be re submitted as a new project. Please check out the online survey about new rest areas and/or improvements to existing rest areas. Feedback is encouraged from long haul truck drivers and other interested road users. Go to Heavy Vehicles Rest Areas (arcgis.com).

7.2 Department of Transport & Main Roads

Author: Justin Valks/Gerard Logan: Manager, TMR

- Reiterated the great effort from the RRTG members to achieve 100% expenditure and delivery of 2022/23 projects.

- Highlighted across 2022/23 LG grant funded projects only 50% of the \$58M worth of projects were delivered, with TIDS being the only program with 100% expenditure.
- 2023/24 projects for Northern SEQ Council's through additional LG Grants include:
 - City of Moreton Bay - 19 projects (\$41M)
 - Sunshine Coast Council - 24 projects (\$5.5M)
 - Somerset Regional Council - 8 projects (\$6.7M)
 - Noosa Shire Council - 7 projects (\$5.6M)

7.3 Local Government Association of Queensland

Author: Mike Furniss, Policy Advisor – Infrastructure, Economics and Regional Development

LGAQ Conference:

The next LGAQ Annual conference is in Gladstone from October 16th - 18th.

180 Motions – new record (will go down as we consolidate similar motions)

Thank you to all councils who submitted

17 Roads and Transport related:

- Connectivity of Active transport networks for major road projects
- Removal of Open level crossings Motion

Queensland Rail – Interface Agreements:

There were two parts to the LGAQ Annual Conference resolution:

- To investigate the feasibility of change to the physical boundary between rail manager and road manager to extend further from rail (currently 600mm from outside rail).
- Review and update interface agreements between rail manager and road manager to properly reflect contemporary work practices, changes to Rail Safety National Law, delineation of risk, and scope of management responsibility.

The working group comprises representatives from LGAQ, Councils (Sunshine Coast – Rod Zinn, Tim Letchford, Ipswich, Scenic Rim, Isaac Regional Council), TMR, Queensland Rail, Aurizon, Australian Rail Track Corporation, and Office of the National Rail Safety Regulator – thanks to Ipswich (Michael Yau) and Scenic Rim (Richard Hancock) representatives for joining the working group.

The working group met in May and again in August, key discussion items:

- 0.6mtrs – discussed writing to the Minister on this.
- Developing a template Road/Rail Interface Agreement, incl. risk assessment starting point (not predetermined outcomes).

DAF - Waterway barrier works:

'State Development Assessment Provision Code 18 (Constructing or raising waterway barrier works in fish habitats).

TMR have set up a Working Group – to Ensure that the Code and Guideline are practical and fit for purpose.

James Varughese (Southern Downs Regional Council) and Michael Wanrooy (Carpentaria Shire Council) representing local government. Carmen Garbe and Joshua Armitage representing the Dept. of Transport and Main Roads.

The Working Group will also include representatives from Queensland Rail, Sunwater, SEQ Water.

We are asking councils what their issues with the code are, and are looking for any information or case studies that can help the working group Identify amendments to the current processes that:

- Reduce overall costs
- Provide greater flexibility
- Are easier to design
- Are fit for purpose solutions

Please let LGAQ (Mike or Jarrod) know if any issues or case studies – for follow up with the working group.

8 LATE ITEMS

A Late agenda item was received from Sunshine Coast Council regarding the consideration of a LRRS Change Request for Camp Flat Road. This was considered in agenda item 6.4.

9 GENERAL BUSINESS

The following items were discussed during general business:

- **Stock Route Management (received 18/8/23):**

The LGAQ has indicated there is some confusion around stock route management.

To assist TMR provides the following information from TMR's Corridor Management and Protection team:

As most rural and regional State-controlled roads (SCR) are also part of Queensland's stock route network or used for the purpose of travelling stock, collaboration between TMR and local government as joint land managers is critical.

TMR supports and promotes local governments role as the permitting agency for stock routes under the Stock Route Management Act 2002 (SRMA) and recognises the importance of local government receiving direct funding (through recent SRMA legislative change) via permitting to fund local government maintenance of the stock route. TMR also supports a functioning and accessible stock route, as this ensures that there remains ample room in a wide and open corridor for both stock route movements and a functioning SCR to co-exist in the safest manner possible.

Local government consultation with TMR during the permitting process (and as required by the SRMA) ensures that TMR's requirements such as road safety are included in stock route permits for droving and short-term grazing.

The issuing of Permits to Occupy over the SCR has not been supported by TMR or Department of Resources (DoR) for many, many years. Permits to Occupy will not be approved by TMR or DoR over the SCR, whether it is stock route or not. Historically Permits to Occupy for long term grazing of the SCR and stock route had been issued and many remain in force from this historical period. Whilst historical Permits to Occupy supported local grazing activities, the long-term nature of these agreements also severed stock route connectivity and limited TMR use of areas under a permit to occupy for grazing.

As a practical alternative to Permits to Occupy, where local government are approached by landholders/graziers for access to long term grazing of the stock route, TMR requests that Local Government refer these requests to your local TMR district for consideration. Whilst Local Government does not have the authority under the SRMA to authorise grazing in the stock route for greater than 28 days (x2 occasions), TMR does have the authority under the Transport Infrastructure Act 1994 to issue a Road Corridor Permit for mid-term grazing approvals.

TMR should only ever issue a Road Corridor Permit for mid-term grazing over a SCR that is also a stock route with the free and informed consent of the local government to the grazing occurring, and where it is appropriate to the SCR. The term/duration and conditions would need to be appropriate to the site, including any council views on when the land would need to be returned to unencumbered stock route.

- **School Transport Infrastructure Program (STIP) Applications (received 15/8/23):**

The School Transport Infrastructure Program (STIP) will provide \$40 million investment from 2022-23 to 2025-26, with \$10 million of dedicated funding available each year to improve the safety and operation of schools through dedicated infrastructure projects that target road safety.

Applications for 2023–24 funding have opened, with the first round closing on 27 October 2023 and the second round on 26 April 2024.

The Department of Transport and Main Roads (TMR) encourages local governments to work with schools, as well as Parents and Citizens and Parents and Friends groups, to raise awareness of the program and to potentially submit a STIP Idea Application for consideration.

It is anticipated that the first round of successful STIP projects will be announced in late 2023 or early 2024.

STIP Ideas forms and STIP Guidelines can be downloaded from www.tmr.qld.gov.au/stip and submitted to STIP@tmr.qld.gov.au

For further information about the STIP, contact the Targeted Road Safety Program Principal Advisor Dearne Chisholm at STIP@tmr.qld.gov.au or on 3066 2819. If you wish to discuss a specific issue about a school in your area, you are encouraged to contact a member of TMR's road safety team. Their contact details are on the STIP Idea form and are also copied below for your information.

- **Withdrawal of TRUM Volume 3, Part 8: Wildlife Signing Guidelines**

The Department of Transport and Main Roads (TMR) would like to inform you of the upcoming withdrawal of the Traffic and Road Use Management Manual (TRUM) Volume 3, Part 8: Wildlife Signing Guidelines and updates to the Queensland Road Safety Technical User Volumes (QRSTUV): Guide to Speed Management (GSM).

TRUM Volume 3, Part 8 currently refers to a superseded version of the speed limit setting guidelines which did not allow the presence of wildlife to be a factor in determining speed limits.

In July 2023, the MUTCD Part 2 will be harmonised with Australian Standard AS1742.2 which contains guidance on the use of wildlife warning and awareness signs. Queensland-specific wildlife warning and awareness signs will be included in the harmonised Queensland MUTCD Part 2. As a result of this, TRUM Volume 3, Part 8 will be withdrawn.

The QRSTUV: GSM will be updated in July 2023 to specify wildlife as a consideration in speed limit setting. Changes in Clause 7.19 of the GSM will ensure consideration of wildlife is clearly specified in the "other circumstances" examples.

Enhancing TIDS Project Development, Approval and Monitoring System

- The Technical Coordinator has carried out a review of the existing TIDS Project creation, submission, approval, and Works Program Change Requests processes. As the Technical Coordinator was experiencing delays in scope forms being developed and then going through an extensive approval process. The existing processes were also paper based and were cumbersome for Council Engineering Staff to develop and submit.
- As a result, a new web-based system has been developed to assist with TIDS Program Management. A demonstration of the preliminary concept will be provided at the meeting.

Use of Recycled Materials in Transport Infrastructure Webinar:

The RTAPT team held a webinar exploring the use of recycled materials in Transport Infrastructure on 19 July.

It was great to hear firsthand from the policy makers and the pioneers that are making innovative change happen.

Copies of the presentations, and answers to the questions asked in the Chat are available via the link below.

Resources include:

- **Use of Recycled Materials Webinar - 19 July 2023 - Q&As**
- **Circular economy and opportunities and investment in the regions: Understanding circular economy, resource recovery opportunities, regional waste management plans and infrastructure initiatives.**
Rosie Savoca, Manager Partnerships and Governance, Office of Circular Economy, Department of Environment and Science
- **TMR's Waste 2 Resource Strategy**
Stephen Hulme, Principal Engineer (Pavements & Materials Development), Pavements, Research and Innovation Engineering and Technology Branch, Department of Transport and Main Roads

- **Case Study: use of recycled content in transport and active transport in regional Queensland; Learnings from Townsville City Council**
Dr Nafisa Tamanna, Graduate Engineer, Infrastructure and Operations, Townsville City Council
- **Technical Note TN193:** Use of recycled materials in road construction

Access the presentations and associated files here:

<https://owncloud.tmr.qld.gov.au/index.php/s/Uu1RrOOH8jy4xNV>



Access to the resources and Webinar Recording are available by [clicking here](#).
The password for the OwnCloud folder is 'RTAPT'.
Access to the folder will be available until 25/08/2023.

10 MEETING DATES

Proposed scheduled meeting dates for 2023/24 are provided in [Table 1](#). All proposed meetings are scheduled on the 3rd Thursday of the Month to reduce clashes with Council meetings and other Regional Road Group Meetings.

Date	Meeting	Location
16 November 2023	NSEQRRTG TC	City of Moreton
15 February 2024	NSEQRRTG TC	Sunshine Coast Council
16 May 2024	NSEQRRTG TC	Somerset Regional Council
16 May 2024	NSEQRRTG Exec	Somerset Regional Council
15 August 2024	NSEQRRTG TC	Sunshine Coast Council
15 August 2024	NSEQRRTG Exec	Sunshine Coast Council

TABLE 1: 2023/24 MEETING DATES

ATTACHMENT A – 2023/24 TIDS Project Scoping Forms

1 OPENING OF MEETING

The Chair declared the meeting open at 12:42pm - Thursday 7 September.

The Chair welcomed everyone to the meeting held at The J Noosa, Noosa Heads.

2 ATTENDANCE

EXECUTIVE COMMITTEE

Cr Adam Hain	City of Moreton Bay (Chair)
Cr Jason Wendt	Somerset Regional Council (via MS Teams)
Cr Joe Jurisevic	Noosa Council
Cr Sean Choat	Somerset Regional Council (via MS Teams)
Cr Ted Hungerford	Sunshine Coast Council (via MS Teams)

TECHNICAL COMMITTEE

Craig Young	Director of Operations, Somerset Regional Council
Jordan Robinson	Principal Advisor Government Partnerships, Transport and Main Roads (via MS Teams)
Charissa Crane	Principal Advisor Government Partnerships, Transport and Main Roads
Justin Valks	Manager (Assets and Maintenance), North Coast Region, Transport and Main Roads
Laura Bickhoff	A/Deputy Regional Director North Coast Region
Mike Furniss	Policy Advisor – Infrastructure and Economic Development, LGAQ
Tom Sanders	NSEQRRTG Technical Coordinator, SHEPHERD

3 APOLOGIES

Stephen Hegedus	NSEQRRTG Technical Coordinator, General Manager Client Services, SHEPHERD
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4 RECEIVING AND CONFIRMATION OF MINUTES

4.1 Meeting of the Northern SEQ RRTG held on 16 February 2023

The minutes of the Northern SEQ RRTG Meeting held Thursday 16 February 2023 at Moreton Bay Regional Council Administration Office, Caboolture were presented.

Moved: Cr Sean Choat

Seconded: Cr Joe Jurisevic

That the minutes of the Northern SEQ RRTG Meeting held 16 February 2023 are taken as read and confirmed as an accurate record of proceedings.

Carried

4.2 Business Arising from meeting of the Northern SEQ RRTG held on 16 February 2023

The business arising and progress from the Northern SEQ RRTG Meeting held Thursday 16 February 2023 at Moreton Bay Regional Council Administration Office, Caboolture was presented.

Noted

4.3 Meeting of the Northern SEQ RRTG Technical Committee held on 18 May 2023

The minutes of the Northern SEQ RRTG Technical Committee held Thursday 18 May 2023 at Kilcoy Visitor Information Centre, Kilcoy were presented.

Noted

5 REPORTS

5.1 Standing Agenda Item - Expenditure and Cash Flow

2022/23 Expenditure

The group reviewed final 2022/23 expenditure and noted the effort by all members in successful delivery of the program, achieving 100% expenditure.

The group discussed the TMR Roads Alliance end of Quarter 4 report.

Charissa Crane, TMR highlighted 100% expenditure was achieved both for this RRTG and state-wide for 2022-23. Noting this was an excellent result and reflects the groups collaboration and joint efforts getting projects across the line, particularly commendable during a busy time at EOFY. 211 RTA TIDS projects were delivered statewide and NSEQ delivered 22 of these projects. 24 projects were delivered across the state from SCDF funding. Thanks kindly to both the TC and the RRTG for their roles to ensure all RTA TIDS funding is delivered, redistributed, and acquitted. Financial statements have been distributed to RRTGs back on the 18 July and are also presented to the Minister for TMR.

2022/23 EOY TIDS Acquittal

The group noted the Northern SEQ RRTG TIDS Acquittal for Financial Year 2022/23 was endorsed by flying minute on 22 August 2023 and submitted on behalf of Cr Hain, Northern SEQ RRTG Chair to the Roads and Transport Alliance on Friday 25 August 2023.

The key highlights from the Acquittal report were discussed as follows:

- Number of TIDS projects completed by 30 June - 22 projects
- TIDS Expenditure - \$4,006,615 (100%)
- The program delivered varied compared with the original program submitted:
 - Total number of projects in original approved program - 14
 - Number of projects not completed or deleted 9
 - Number of projects added to the program 17
 - Number of projects requiring a variation 5
- Program outcomes summarized by contributions to a safer network, selecting projects which were supported by asset management practices and identified within Council AMPs
- Challenges for delivery included staff changes within Council and appointment of new Technical Coordinator
- TIDS recognition signage
 - 5 projects triggered the recognition policy
 - 3 projects were not compliant with the TIDS Recognition Policy 2021

The importance of adhering to the TIDS Recognition Policy 2021 was discussed by the group with a commitment to ensure all projects which meet the threshold will use the new 2 plate design.

The significance of appropriate public recognition of TIDS projects, acknowledging the contribution of State and local governments is required to comply with the policy was also noted. The group acknowledged this information is reported annually to the Minister for Transport and Main Roads and Minister for Digital Services; and is subject to audit.

2023/24 Expenditure and Cashflow

The group noted no claims have been submitted for 2023/24.

Noted

5.2 Standing Agenda Item - Works Program Change Requests

The group noted the 2022/23 Program Change Requests endorsed by flying minute.

The group noted the Northern SEQ RRTG have received an increase in TIDS funding from \$4,006,615 to \$4,107,435, representing an increase of \$100,820 (2.5%).

The group discussed distributing the additional funds equally amongst the four (4) Council's as per the adopted funding distribution and prioritisation agreement.

The increases are only for 2023/24 at this stage.

RECOMMENDATION:

Moved: Cr Joe Jurisevic

Seconded: Cr Adam Hain

It is recommended that the increased funding amount of \$100,820 for 2023/24 be distributed in accordance with the adopted NSEQ RRTG Funding Distribution, an increase of each Council's funding by approximately 2.5%:

- Somerset Regional Council - Increase in TIDS allocation of \$15,955;
- Moreton Bay Regional Council - Increase in TIDS allocation of \$35,899;
- Noosa Shire Council - Increase in TIDS allocation of \$13,961;
- Sunshine Coast Council - Increase in TIDS allocation of \$33,905; and
- Increase in allocation to Technical Coordinator of \$1,100.

Carried

DISCUSSION - 2023/24 PROGRAM CHANGE REQUESTS:

Program Change Requests were received and reviewed from the following Councils for the 2023/24 Project Nominations:

- Somerset Regional Council
- Sunshine Coast Council;
- Noosa Shire Council; and
- Moreton Bay Regional Council

The submitted program change requests are outlined on the subsequent pages.

Note: Attachment A provides individual copies relevant project nomination/scoping forms with additional project details and locations.

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

Somerset Regional Council - 2023/24 TIDS Project Nominations

Status	Road Name	Description	Planned Construction	Construction Progress	Auto-calcd Progress	Actual Construction	Actions	Prior TIDS	2023-2024 TIDS	2023-2024 Council	2023-2024 Other	2023-2024 Total	TIDS Ratio
								\$0	\$678,019	\$634,185	\$0	\$1,312,204	52%
Road Alliance : Northern SEQ													
Council : Somerset Regional Council													
Awaiting Approval by Tech Committee	Clarendon Road	Rehabilitate pavement and shoulder widening to 9m width	From 9 Oct 2023 To 29 Mar 2024		0%		Edit Timeline Report	\$ 0	\$ 582,519	\$ 582,685	\$ 0	\$ 1,165,204	50%
Awaiting Approval by Tech Committee	Technical Coordinator	Northern SEQ Regional Roads and Transport Group, Technical Capability and Development Technical Coordinator Responsibilities and Program Man...	From 3 Jul 2023 To 28 Jun 2024	15%	0%	From 3 Jul 2023	Edit Timeline Report	\$ 0	\$ 44,000	\$ 0	\$ 0	\$ 44,000	100%
Awaiting Approval by Tech Committee	Wells Street	Works to footpath / parking and loading area at Linville School	From 4 Dec 2023 To 26 Jan 2024		0%		Edit Timeline Report	\$ 0	\$ 51,500	\$ 51,500	\$ 0	\$ 103,000	50%
Summary for Somerset Regional Council								\$0	\$678,019	\$634,185	\$0	\$1,312,204	
Summary for Northern SEQ								\$0	\$678,019	\$634,185	\$0	\$1,312,204	

RECOMMENDATION:

Moved: Cr Ted Hungerford

Seconded: Cr Jason Wendt

That the above program summary and associated project scoping forms submitted by Somerset Regional Council for 2023/24 TIDS projects including:

- Clarendon Road - Pavement rehabilitation and widening - \$582,519;
- Wells Street - Footpath and parking improvements at Linville School - \$51,500; and
- Northern SEQ Technical Coordinator Administration - \$44,000.

Be approved as requested projects result in nil increase or amendments to member funding distributions.

Carried

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

Sunshine Coast Council - 2023/24 TIDS Project Nominations

Status	Road Name	Description	Planned Construction	Construction Progress	Auto-calcd Progress	Actual Construction	Actions	Prior TIDS	2023-2024 TIDS	2023-2024 Council	2023-2024 Other	2023-2024 Total	TIDS Ratio
								\$0	\$1,347,289	\$2,626,667	\$0	\$3,973,956	34%
Road Alliance : Northern SEQ													
Council : Sunshine Coast Council													
Awaiting Approval by Tech Committee	Camp Flat Road Stage 4	Intersection with Whitecross Rd Intersection upgrade to reduce crash risk. Camp Flat Road traffic has increased by 5x since the Parklakes ho...	From 3 Jul 2023 To 30 Apr 2024		0%		Edit Timeline Report	\$0	\$1,147,289	\$2,426,667	\$0	\$3,573,956	32%
Awaiting Approval by Tech Committee	Ridgeview Drive & Havana Road West Intersection	Installation of raised zebra crossings on all legs of the Ridgeview Drive / Havana Road West roundabout. Additional works will include upgra...	From 1 Feb 2024 To 30 Jun 2024		0%		Edit Timeline Report	\$0	\$10,000	\$10,000	\$0	\$20,000	50%
Awaiting Approval by Tech Committee	Sippy Downs School Precinct - Signalised Crossing	Design and Construct Midblock smart pedestrian Signals for Chancellor College and University students to cross safely of busy 60km/h road en...	From 1 Mar 2024 To 30 Apr 2024		0%		Edit Timeline Report	\$0	\$190,000	\$190,000	\$0	\$380,000	50%
Summary for Sunshine Coast Council								\$0	\$1,347,289	\$2,626,667	\$0	\$3,973,956	
Summary for Northern SEQ								\$0	\$1,347,289	\$2,626,667	\$0	\$3,973,956	

RECOMMENDATION:

Moved: Cr Ted Hungerford

Seconded: Cr Jason Wendt

That the above program summary and associated project scoping forms submitted by Sunshine Coast Council for 2023/24 TIDS projects including:

- Camp Flat Road, Stage 4 - Intersection with Whitecross Rd Upgrade - \$1,147,289;
- Ridgeview Drive & Havana Road - Intersection and Pedestrian Facility upgrades, design - \$10,000; and
- Sippy Downs School Precinct - Signalised Crossing - \$190,000.

Be approved as requested projects result in nil increase or amendments to member funding distributions.

Carried

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

Noosa Shire Council - 2023/24 TIDS Project Nominations

Status	Road Name	Description	Planned Construction	Construction Progress	Auto-calcd Progress	Actual Construction	Actions	Prior TIDS	2023-2024 TIDS	2023-2024 Council	2023-2024 Other	2023-2024 Total	TIDS Ratio
								\$0	\$554,766	\$611,376	\$0	\$1,166,142	48%
Road Alliance : Northern SEQ													
Council : Noosa Shire Council													
Awaiting Approval by Tech Committee	Butler Street	Butler street reseal mill and fill 50mm AC 14 CR from Poinciana Ave to ross court Start chainage 950.420 End chainage 1037.050	From 13 Aug 2023 To 18 Aug 2023		0%		Edit Timeline Report	\$ 0	\$ 217,568	\$ 217,568	\$ 0	\$ 435,136	50%
Awaiting Approval by Tech Committee	Eumundi Noosa Road	Eumundi Noosa Road from Beckmans to Gateway Drive Mill and Fill 50mm AC14 Start Chainage: 2638.950, End Chainage 2754.736	From 9 Oct 2023 To 13 Nov 2023		0%		Edit Timeline Report	\$ 0	\$ 220,503	\$ 220,503	\$ 0	\$ 441,006	50%
Awaiting Approval by Tech Committee	Gibson Road	Gibson Road Saltwater Ave to Thomas street roundabouts AC14 Mill and Fill Start Chainage 1010.536 End Chainage 1082.005	From 18 Sep 2023 To 22 Sep 2023		0%		Edit Timeline Report	\$ 0	\$ 116,695	\$ 173,305	\$ 0	\$ 290,000	40%
Summary for Noosa Shire Council								\$0	\$554,766	\$611,376	\$0	\$1,166,142	
Summary for Northern SEQ								\$0	\$554,766	\$611,376	\$0	\$1,166,142	

RECOMMENDATION:

Moved: Cr Ted Hungerford

Seconded: Cr Jason Wendt

That the above program summary and associated project scoping forms submitted by Noosa Shire Council for 2023/24 TIDS projects including:

- Butler Street - Asphalt resurfacing - \$217,568;
- Eumundi Noosa Road - Asphalt resurfacing - \$220,503; and
- Gibson Road - Asphalt resurfacing - \$116,695.

Be approved as requested projects result in nil increase or amendments to member funding distributions.

Carried

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

City of Moreton Bay - 2023/24 TIDS Project Nominations

Status	Road Name	Description	Planned Construction	Construction Progress	Auto-calcd Progress	Actual Construction	Actions	Prior TIDS	2023-2024 TIDS	2023-2024 Council	2023-2024 Other	2023-2024 Total	TIDS Ratio
								\$0	\$1,426,541	\$5,733,459	\$640,000	\$7,800,000	18%
Road Alliance : Northern SEQ													
Council : City of Moreton Bay													
Awaiting Approval by Council Officer	Henry Road and Dohles Rocks Road	Intersection Upgrade	From 27 Apr 2023 To 30 Oct 2023	<div><div></div></div> 75%	0%		Edit Timeline Report	\$ 0	\$ 713,271 ▲	\$ 2,386,729	\$ 300,000	\$ 3,400,000	21%
Awaiting Approval by Council Officer	Klingner Road and Boardman Road	Intersection upgrade	From 9 Jan 2023	<div><div></div></div> 75%	0%	From 9 Jan 2023	Edit Timeline Report	\$ 0	\$ 713,270 ▲	\$ 3,346,730	\$ 340,000	\$ 4,400,000	16%
Summary for City of Moreton Bay								\$0	\$1,426,541	\$5,733,459	\$640,000	\$7,800,000	
Summary for Northern SEQ								\$0	\$1,426,541	\$5,733,459	\$640,000	\$7,800,000	

RECOMMENDATION:

Moved: Cr Joe Jurisevic

Seconded: Cr Ted Hungerford

That the above program summary and associated project scoping forms submitted by City of Moreton Bay for 2023/24 TIDS projects including:

- Henry Road and Dohles Rocks Road - Intersection Upgrade - \$713,271; and
- Klingner Road and Boardman Road - Intersection Upgrade - \$713,270.

Be approved as requested projects result in nil increase or amendments to member funding distributions.

Carried

5.3 Standing Agenda Item - LRRS Change Requests

A LRRS nomination was reviewed and endorsed by the NSEQRRTG Technical Committee at the quarterly meeting, held Thursday 18 May in Kilcoy and submitted to the RRTG via flying-minute on the 6th of June 2023.

The nomination detailed the section of Black Mountain Road from Lawnville Road to Andersons Road, Black Mountain to the LRRS network.

This request along with additional LRRS Change Requests have now been forwarded to the Alliance for register and mapping updates.

Noted

That the LRRS change request submitted by Noosa Shire Council for Black Mountain Road was endorsed by the RRTG by flying minute on the 6th of June 2023.

The Technical Chair provided a summary of a late agenda item, a request from Sunshine Coast Council to consider a Local Roads of Regional Significance change request, adding Camp Flat Road, from Bli Bli Road to Yandina-Bli Bli Road, Bli Bli to their LRRS network.

Attachment B provides a copy of the Statement of Intent (SOI) for Camp Flat Road, submitted by Sunshine Coast Council.

RECOMMENDATION:

Moved: Cr Ted Hungerford

Seconded: Cr Jason Wendt

That the LRRS change request submitted by Sunshine Coast Council for Camp Flat Road is approved for addition to the Northern SEQ LRRS network.

Carried

5.4 Standing Agenda Item - Capability Agreement and Action Plan Review

The Technical Coordinator led discussions regarding the draft Capability Agreement and Action Plan and SCDF opportunities.

Charissa Crane, TMR highlighted changes made by the RTAPT, where a new 'post training feedback form' has been introduced. The form will help us assess the effectiveness of the SCDF program in meeting its objectives. Following lodgement of a SCDF claim, can TCs or TC Chairs will complete the form on behalf of participating RRTGs/councils.

The draft Capability Agreement and Action Plan for 2023/24 to 2024/25 was reviewed by the group.

NORTHERN SEQ REGIONAL ROAD & TRANSPORT GROUP

Northern SEQ RRTG Capability Agreement and Action Plan 2023/24 to 2024/25:

Action No	Agreed Actions	Funding Source	Accountable Officer	Timeframe	Review of Progress
NSEQ RRTG: CAPABILITY AGREEMENT & ACTION PLAN 2023/4 TO 2024/25					
OPERATIONAL EFFECTIVENESS					
1	Secretariat / Technical Coordinator Support	SWCF	RRTG Chair / TC Chair	Ongoing	
2	Minimum of 4 x Technical Committee meetings per year.	Councils	TC Chair	Meetings every quarter scheduled one month in advance of the RRTG meetings.	
3	Minimum of 4 x RRTG meetings per year..	Councils	TC Chair	Meetings to be held in conjunction with other inter Council meetings such as ROC Meetings.	
4	Each TC member to be represented at minimum 3 out of 4 TC meetings.	Councils	TC Members	Each TC Meeting.	
5	Each RRTG member to be represented at minimum 3 out of 4 RRTG meetings.	Councils	RRTG Members	Each RRTG Meeting.	
6	Agendas of meetings to be documented and distributed.	Councils	TC Chair & Technical Coordinator	Minimum one week prior to each TC and RRTG Meeting.	
7	Minutes of meetings to be documented and distributed.	Councils	TC Chair & Technical Coordinator	Maximum two weeks following each TC and RRTG Meeting.	
8	All Roads & Transport Alliance documentation (correspondence, circulars, technical notes, reports etc) to be distributed to all members.	Councils	TC Chair & Technical Coordinator	As required	
9	Information session on the RTA for new TC members when existing TC members are replaced.	Councils	TC Chair & Technical Coordinator	As required	
10	Information session on the RTA for any new RRTG members appointed to RRTG.	Councils	TC Chair & Technical Coordinator	As required	
11	Review Capability Agreement & Action Plan at each TC Meeting and present review to each RRTG Meeting.	Councils	TC Chair	Each TC Meeting	
PROGRAM DEVELOPMENT					
12	Development of rolling 4 Year Works Program.	Councils	TC Members and Technical Coordinator	September to November each year	
13	Regular submission of TIDS claims to TMR and Technical Coordinator.	Councils	TC Members	Claims to be lodged every 2 months after commencement of the works	
14	Yearly review of LRRS network and present to the RRTG any requested changes for approval.	Councils	TC Members	By November each year	
15	Review and update Statements of Intent.	Councils	TC Members	By June each year	
16	Review and update the Work Program Development and Implementation Guideline.	Councils	Technical Coordinator	By September each year	
17	Adopted Annual Works Program delivery progress to be reviewed at each meeting.	Councils	TC Chair	Ongoing	
18	Review SCDF state-wide approvals and develop proposed NSEQ RRTG SCDF applications.	SCDF	Technical Coordinator	By May each year	
ROAD SAFETY					
19	Road Safety to be fixed agenda item for each TC meeting.	Councils	TC Chair	Each TC Meeting	
20	To obtain and review the NSEQ RRTG regional area serious casualty crash data on an annual basis.	Councils	Technical Coordinator	By December each year	
JOINT PURCHASING AND RESOURCE SHARING					
21	Joint Purchasing & Resource Sharing to be fixed agenda item for each TC and RRTG meeting with the objective of achieving regional cost efficiencies.	Councils	TC Chair	Each TC and RRTG Meeting.	
22	Develop and maintain regional templates and project management frameworks related to the delivery of road construction and maintenance services that provide opportunities of cost savings, regional networking and collaboration.	SCDF	Technical Coordinator	Ongoing	
23	To regularly conduct regional training events to enhance staff skills and knowledge at a more affordable cost than individual councils could achieve.	SCDF	Technical Coordinator	Ongoing	
ASSET MANAGEMENT					
24	To assist in the continued improvement of road asset management practices of each member Council	Councils	TC Members & Technical Coordinator	Ongoing	
25	To upskill member Councils staff GIS capabilities to enable utilisation of data for improved asset management practices and decision making.	SCDF			

RECOMMENDATION:

Moved: Cr Joe Jurisevic

Seconded: Cr Ted Hungerford

That Item Items 14 & 15 be amended to 'Review 25% of the LRRS network and Statement of Intent for each council' and that the draft 2023/24 to 2024/25 Northern SEQ RRTG Capability Agreement and Action Plan be approved.

Carried

5.5 Standing Agenda Item - Joint Purchasing and Resource Sharing

Statewide Capability Development Fund (SCDF)

Correspondence received from the Roads and Transport Alliance on Friday 1 September was discussed.

A funding commitment of \$600,000 is available each year through the TIDS Statewide Capability Development Fund (SCDF) to support capability improvement initiatives that align with the development needs of local governments and RRTGs across Queensland.

The Technical Committee Chair discussed an agreed action from the Technical Committee to consider applications for funding in the 2023-24 financial year and provide requests to the Technical Coordinator 30 September 2023.

Noted

5.6 4 Year Works Program

DISCUSSION:

The group discussed the current NSEQRRTG 4-year works program and noted it is based on the following updates received:

- Somerset Regional Council update received 14/11/22;
- Sunshine Coast Council update received 15/5/23;
- Moreton Bay Regional Council update received 14/12/2021; and
- Noosa Shire Council update received 14/12/2021.

The Chair led discussions regarding the requirement for RRTGs to develop a four-year works program each year – two years fixed, two years indicative seeking a commitment from Council's to lead discussions internally regarding an understanding programs and project priorities will change from time to time however, promoting good asset management practices and forward planning, each Council should be able to provide future projects of significance on their LRRS network.

The Technical Committee Chair advised the group of an agreed action from the Technical Committee meeting for representatives to review the draft 4 year works programs and provide feedback to the Technical Coordinator by 31 October 2023.

Noted

6 PRESENTATIONS

6.1 Roads & Transport Alliance Board

Author: Charissa Crane, Principal Advisor (Government Partnerships)

- Webinar - About two months ago the Roads and Transport Alliance hosted another webinar event - the topic was Use of Recycled Materials in Transport Infrastructure and was well attended by councils across the state. The event was organised in response to interest from local government as they move toward improved sustainability and embracing Queensland's waste management and resource recovery reforms. A range of experts from State and Local government shared practical approaches that TMR and local government are taking to incorporate the use of recycled content into infrastructure projects. We are thankful for the speaker's time and presentations which were delivered from Department of Environment and Science and TMR, with case studies from your very own Megan Cawkwell, Transport Capital Works Manager from the Transport Infrastructure Management Branch in the Sunshine Coast Council and Townsville City Council.
- Thanks to again to Sunshine Coast Council who submitted stories and photos for inclusion in the 2022-23 Roads and Transport Alliance Progress Report. The RTAPT team is now compiling the report, which highlights the great work you are doing in delivering your TIDS projects and we look forward to showcasing each of the RRTG's. The RTAPT will keep members posted when it's ready for distribution.
- The QTRIP 2023-24 to 2026-27 was released on Tuesday 13 June 2023. An online briefing was held on Thursday 31 August from 1pm – 4:15pm. The recorded briefing session will be uploaded onto TMR's QTRIP website and will be available for viewing.
- ShapingSEQ 2023 Update - Community consultation closes on 20 September 2023, have your say at www.qld.gov.au/shapingseq
- Heavy vehicles - Reminder that applications are accepted all year. There are updated guidelines for applicants and successful funding recipients are available online. Minor improvements include that other Australian Government funding can now be used as a co contribution, and changes to scope, timeframe or cost no longer must be re submitted as a new project. Please check out the online survey about new rest areas and/or improvements to existing rest areas. Feedback is encouraged from long haul truck drivers and other interested road users. Go to Heavy Vehicles Rest Areas (arcgis.com).

6.2 Department of Transport & Main Roads

Author: Justin Valks/Gerard Logan: Manager, TMR

- Reiterated the great effort from the RRTG members to achieve 100% expenditure and delivery of 2022/23 projects.

- Highlighted across 2022/23 LG grant funded projects only 50% of the \$58M worth of projects were delivered, with TIDS being the only program with 100% expenditure.
- 2023/24 projects for Northern SEQ Council's through additional LG Grants include:
 - City of Moreton Bay - 19 projects (\$41M)
 - Sunshine Coast Council - 24 projects (\$5.5M)
 - Somerset Regional Council - 8 projects (\$6.7M)
 - Noosa Shire Council - 7 projects (\$5.6M)

6.3 Local Government Association of Queensland

Author: Mike Furniss, Policy Advisor – Infrastructure, Economics and Regional Development

LGAQ Conference:

The next LGAQ Annual conference is in Gladstone from October 16th - 18th.

180 Motions – new record (will go down as we consolidate similar motions)

Thank you to all councils who submitted

17 Roads and Transport related:

- Connectivity of Active transport networks for major road projects
- Removal of Open level crossings Motion

Queensland Rail – Interface Agreements:

There were two parts to the LGAQ Annual Conference resolution:

- To investigate the feasibility of change to the physical boundary between rail manager and road manager to extend further from rail (currently 600mm from outside rail).
- Review and update interface agreements between rail manager and road manager to properly reflect contemporary work practices, changes to Rail Safety National Law, delineation of risk, and scope of management responsibility.

The working group comprises representatives from LGAQ, Councils (Sunshine Coast – Rod Zinn, Tim Letchford, Ipswich, Scenic Rim, Isaac Regional Council), TMR, Queensland Rail, Aurizon, Australian Rail Track Corporation, and Office of the National Rail Safety Regulator – thanks to Ipswich (Michael Yau) and Scenic Rim (Richard Hancock) representatives for joining the working group.

The working group met in May and again in August, key discussion items:

- 0.6mtrs – discussed writing to the Minister on this.
- Developing a template Road/Rail Interface Agreement, incl. risk assessment starting point (not predetermined outcomes).

7 LATE ITEMS

A Late agenda item was received from Sunshine Coast Council regarding the consideration of a LRRS Change Request for Camp Flat Road. This was considered in agenda item 5.3.

8 GENERAL BUSINESS

The following items were discussed during general business:

- **School Transport Infrastructure Program (STIP) Applications (received 15/8/23):**

The School Transport Infrastructure Program (STIP) will provide \$40 million investment from 2022-23 to 2025-26, with \$10 million of dedicated funding available each year to improve the safety and operation of schools through dedicated infrastructure projects that target road safety.

Applications for 2023–24 funding have opened, with the first round closing on 27 October 2023 and the second round on 26 April 2024.

The Department of Transport and Main Roads (TMR) encourages local governments to work with schools, as well as Parents and Citizens and Parents and Friends groups, to raise awareness of the program and to potentially submit a STIP Idea Application for consideration.

It is anticipated that the first round of successful STIP projects will be announced in late 2023 or early 2024.

STIP Ideas forms and STIP Guidelines can be downloaded from www.tmr.qld.gov.au/stip and submitted to STIP@tmr.qld.gov.au

For further information about the STIP, contact the Targeted Road Safety Program Principal Advisor Dearne Chisholm at STIP@tmr.qld.gov.au or on 3066 2819. If you wish to discuss a specific issue about a school in your area, you are encouraged to contact a member of TMR's road safety team. Their contact details are on the STIP Idea form and are also copied below for your information.

- **Withdrawal of TRUM Volume 3, Part 8: Wildlife Signing Guidelines**

The Department of Transport and Main Roads (TMR) would like to inform you of the upcoming withdrawal of the Traffic and Road Use Management Manual (TRUM) Volume 3, Part 8: Wildlife Signing Guidelines and updates to the Queensland Road Safety Technical User Volumes (QRSTUV): Guide to Speed Management (GSM).

TRUM Volume 3, Part 8 currently refers to a superseded version of the speed limit setting guidelines which did not allow the presence of wildlife to be a factor in determining speed limits.

In July 2023, the MUTCD Part 2 will be harmonised with Australian Standard AS1742.2 which contains guidance on the use of wildlife warning and awareness signs. Queensland-specific wildlife warning and awareness signs will be included in the harmonised Queensland MUTCD Part 2. As a result of this, TRUM Volume 3, Part 8 will be withdrawn.

The QRSTUV: GSM will be updated in July 2023 to specify wildlife as a consideration in speed limit setting. Changes in Clause 7.19 of the GSM will ensure consideration of wildlife is clearly specified in the "other circumstances" examples.

Enhancing TIDS Project Development, Approval and Monitoring System

- The Technical Coordinator has carried out a review of the existing TIDS Project creation, submission, approval, and Works Program Change Requests processes. The Technical Coordinator was experiencing delays in scope forms being developed and then going through an extensive approval process. The existing processes were also paper based and were cumbersome for Council Engineering Staff to develop and submit.
- As a result, a new web-based system has been developed to assist with TIDS Program Management. A demonstration of the preliminary concept will be provided at the meeting.

Use of Recycled Materials in Transport Infrastructure Webinar:

The RTAPT team held a webinar exploring the use of recycled materials in Transport Infrastructure on 19 July.

It was great to hear firsthand from the policy makers and the pioneers that are making innovative change happen.

Copies of the presentations, and answers to the questions asked in the Chat are available via the link below.

Resources include:

- **Use of Recycled Materials Webinar - 19 July 2023 - Q&As**
- **Circular economy and opportunities and investment in the regions: Understanding circular economy, resource recovery opportunities, regional waste management plans and infrastructure initiatives.**
Rosie Savoca, Manager Partnerships and Governance, Office of Circular Economy, Department of Environment and Science
- **TMR's Waste 2 Resource Strategy**
Stephen Hulme, Principal Engineer (Pavements & Materials Development), Pavements, Research and Innovation Engineering and Technology Branch, Department of Transport and Main Roads
- **Case Study: use of recycled content in transport and active transport in regional Queensland; Learnings from Townsville City Council**
Dr Nafisa Tamanna, Graduate Engineer, Infrastructure and Operations, Townsville City Council
- **Technical Note TN193: Use of recycled materials in road construction**

Access the presentations and associated files here:

<https://owncloud.tmr.qld.gov.au/index.php/s/Uu1RrOOH8jy4xNV>



Access to the resources and Webinar Recording are available by [clicking here](#).

The password for the OwnCloud folder is 'RTAPT'.

Access to the folder will be available until 25/08/2023.

9 MEETING DATES

Proposed scheduled meeting dates for 2023/24 were discussed with consideration given to the planned Local Government election to be held in March 2024. The dates below were amended to consider care-taker mode and elected member commitments during this time. Revised meeting dates are provided in [Table 1](#). All proposed meetings are scheduled on the 3rd Thursday of the Month to reduce clashes with Council meetings and other Regional Road Group Meetings.

Date	Meeting	Location
16 November 2023	NSEQRRTG TC	City of Moreton
15 February 2024	NSEQRRTG TC	Sunshine Coast Council
16 May 2024	NSEQRRTG TC	Somerset Regional Council
16 May 2024	NSEQRRTG Exec	Somerset Regional Council
15 August 2024	NSEQRRTG TC	Sunshine Coast Council
15 August 2024	NSEQRRTG Exec	Sunshine Coast Council

TABLE 1: 2023/24 MEETING DATES

Meeting Closed at 2:10pm

9.1 ATTACHMENT A – 2023/24 TIDS Project Scoping Forms

9.2 ATTACHMENT B – STATEMENT OF INTENT - CAMP FLAT ROAD

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Debbie Chandler, Customer Service Administrator
Director: Craig Young, Director Operations
Date: 9 November 2023
Subject: Application for Licensed Grid – Louisavale Road, Monsildale – Chainage 5150 – GR2755-5.15
File Ref: Roads / gate and grid applications from 1 July 2015 (1541484)
Action Officer: CSSA

Background/Summary

A new grid has been installed on Louisavale Road, Monsildale at chainage 5150, near 506 Louisavale Road, Monsildale between Lot 4 CG4561, Lot 4 RP166881 and Lot 5 RP27689 before making an application to licence it.

The unlicensed grid that has been installed on Louisavale Road meets Council's standard.

The owner of this grid was contacted and advised that an application had to be made to license the grid or it may be removed from the roadway. An application was received.

The grid application was advertised in the prescribed manner in the Kilcoy Sentinel on Thursday, 21 September 2023 seeking any objections. The objection period closed Friday, 20 October 2023.

No submissions/objections were received.

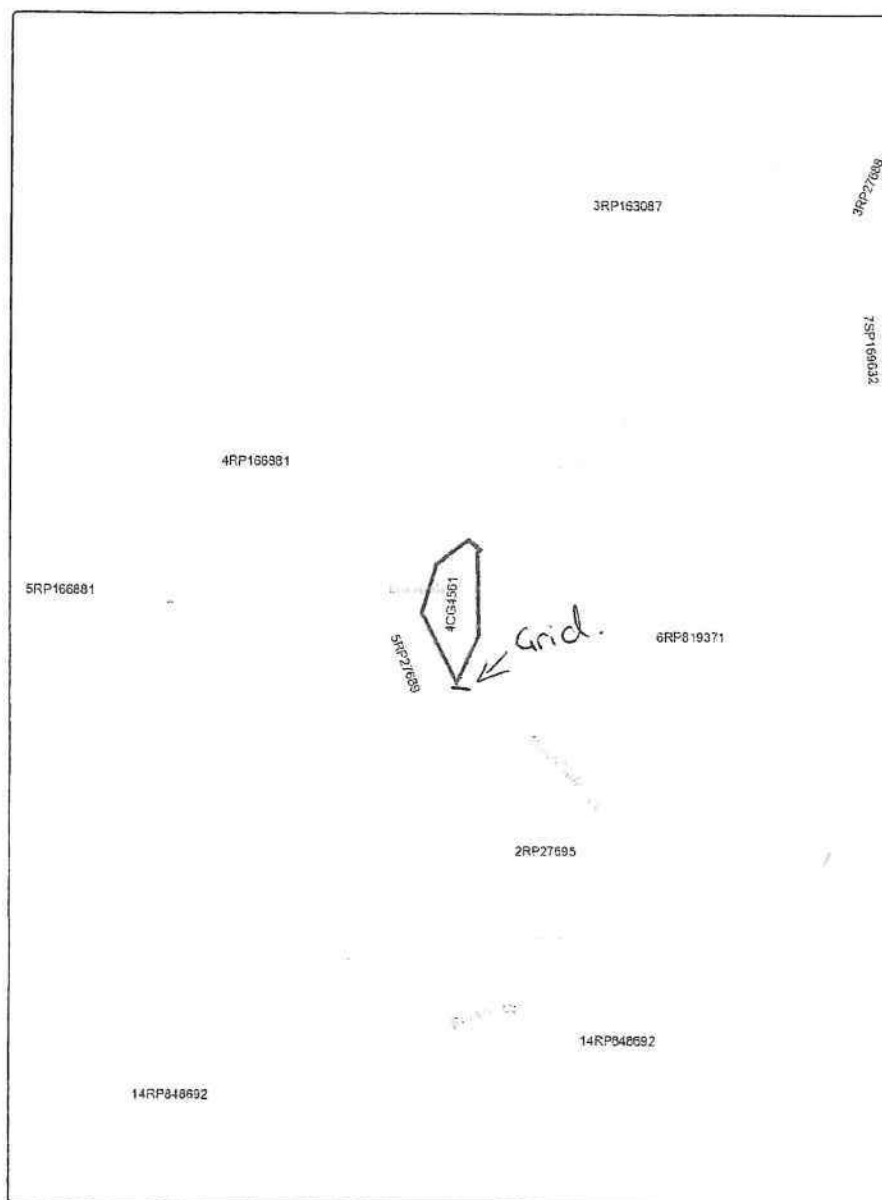
It should be noted that any approvals issued by Council, for gates or grids, are issued subject to the condition that, Council can withdraw the permission at a later time.

Attachments

Attachment 1 - Locality map
Attachment 2 - Photo

Recommendation

THAT Council approve the application for the grid (GR2755-5.15) that has been installed at chainage 5150 on Louisavale Road, Monsildale subject to all Council's standard conditions for installation of a licensed grid are met.

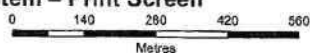


DA Mapping System – Print Screen

Date: 06/09/2023



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SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Gary Love, Engineering Services Manager
Director: Craig Young, Director Operation
Date: 11 December 2023
Subject: Roadside Rest Stops within Somerset Region
File Ref: Somerset Regional Council / Council Properties / Planning / Future planning of premise
Action Officer: ESM (Gary Love)

Background/Summary

At a recent Council Workshop Council Officers discussed all roadside rest areas within the Somerset Region. In total Council have twelve areas which are currently being utilised as roadside rest areas, namely:

- Aston Park – Kilcoy;
- Silky Oak Park – Kilcoy
- Seib Street – Kilcoy (adjacent to dog off leash area);
- Clive Street – Fernvale (sewer dump point);
- Geoff Fisher Bridge – Fernvale (east side of bridge);
- Twin Bridges Rest Area – Fernvale (west side of bridge on Brisbane Valley Highway);
- Northbrook Creek Rest Area – Wivenhoe Somerset Road;
- Ditchman Park – Linville;
- Stanley Gates Park – Moore;
- Simeon Lord Park – Harlin;
- Poll Crandell Park – Toogoolawah;
- Gardener Street North – Toogoolawah.

At the Ordinary meeting of Council on 14 September 2016 there was a decision by Council to nominate eight of those listed above under Subordinate Local Law No 4 as authorised as roadside rest areas namely:

- Fernvale – Southside of Geoff Fisher bridge;
- Dundas – Wivenhoe Somerset Road near Reserve 2208;
- Toogoolawah – Pol Crandle Park;
- Toogoolawah – Gardner Street;
- Harlin – Simeon Lord Park;
- Moore – Stanley Gates Park;
- Linville – Railway Station Park;
- Kilcoy – Seib Street, adjacent to the dog off leash area.

At a subsequent Ordinary meeting of Council on 14 March 2018 there was a decision by Council to:

- (i) Council designate Anzac Park as a roadside rest area;
- (ii) Signage be erected at Linville to define the roadside rest area;
- (iii) The conditions of camping at Council approved roadside rest areas be:
 - (a) Maximum 20hrs stay in any seven (7) day period;
 - (b) Self-contained recreational vehicles are permitted;
 - (c) Tents are not permitted;
 - (d) Leashed dogs are permitted.
- (iv) Appropriate signage be erected at each of the Council approved roadside rest areas.

A decision was also passed at the following meeting:

“THAT there be no change to the conditions for camping at Linville until the management structure for the Brisbane Valley Rail Trail is declared.”

This brought the number of authorised 20-hour roadside rest areas to nine.

Council Officers note that four unauthorised areas now being utilised as roadside rest areas:

- Aston Park – Kilcoy;
- Silky Oak Park – Kilcoy;
- Clive Street – Fernvale;
- Twin Bridges Rest Area – Fernvale.

Discussions at the workshop involved which of the listed camping areas are to be designated 20-hour roadside rest areas and which are not. The list below summarises those discussions:

- Aston Park – Kilcoy – *No stopping signage to be installed;*
- Silky Oak Park – Kilcoy – *No stopping signage to be installed;*
- Seib Street – Kilcoy (adjacent to dog off leash area) – *20-hour roadside rest area signage to be installed / upgraded;*
- Clive Street – Fernvale (sewer dump point) – *20-hour roadside rest area signage to be installed / upgraded;*
- Geoff Fisher Bridge – Fernvale (east side of bridge) – *20-hour roadside rest area signage to be installed / upgraded;*
- Twin Bridges Rest Area – Fernvale (west side of bridge on Brisbane Valley Highway) – *No stopping signage to be installed;*
- Northbrook Creek Rest Area – Wivenhoe Somerset Road – *20-hour roadside rest area signage to be installed / upgraded;*
- Ditchman Park – Linville – *No signage to be installed at Linville at this time. Signage to existing signage to remain;*
- Stanley Gates Park – Moore – *20-hour roadside rest area signage to be installed / upgraded;*
- Simeon Lord Park - Harlin – *20-hour roadside rest area signage to be installed / upgraded;*
- Poll Crandell Park – Toogoolawah – *20-hour roadside rest area signage to be installed / upgraded;*
- Gardener Street North – Toogoolawah – *20-hour roadside rest area signage to be installed / upgraded.*

This would bring the total number of 20-hour roadside rest areas to eight. The conditions of stay at Councils roadside rest areas would remain as currently conditioned:

- (a) Maximum 20hrs stay in any seven (7) day period;
- (b) Self-contained recreational vehicles are permitted;
- (c) Tents are not permitted;
- (d) Leashed dogs are permitted.

Attachment 2 camping Signage show the style and type of sign to be used to promote or deter vehicles from stopping at these roadside areas.

Attachments

Attachment 1 – Roadside Rest Locations.pdf
Attachment 2 - Camping Signage.pdf

Recommendation

THAT for the purposes of Local Law No 4 (Local Government Controlled Areas, Facilities and Roads) 2011, section 5 and Subordinate Local Law No 4 (Local Government Controlled Areas, Facilities and Roads) 2011, Schedule 2, Clause 4(b), Council authorise the following roadside rest areas:

1. Seib Street – Kilcoy (adjacent to dog off leash area);
2. Clive Street – Fernvale (sewer dump point);
3. Geoff Fisher Bridge – Fernvale (east side of bridge);
4. Northbrook Creek Rest Area – Wivenhoe Somerset Road;
5. Stanley Gates Park – Moore;

6. Simeon Lord Park – Harlin;
7. Poll Crandell Park – Toogoolawah;
8. Gardener Street North – Toogoolawah.

The conditions of camping at Council approved roadside rest areas be:

- (a) Maximum 20hrs stay in any seven (7) day period;
- (b) Self contained recreational vehicles are permitted;
- (c) Tents are not permitted;
- (d) Leashed dogs are permitted.

With Ditchman Park, Linville / Brisbane Valley Rail Trail to remain currently unsigned until progression of the Linville Trailhead Masterplan.



PRELIMINARY

				Survey Data	Designed: Chol Lueth Civil Designer	<div><div></div><div></div><div></div></div> <div>P.O. Box 117 Esk QLD, 4312 Ph: (07) 5424 4000 Fax: (07) 5424 4099 Email: mail@somerset.qld.gov.au Web: www.somerset.qld.gov.au</div> <div>Somerset REGIONAL COUNCIL</div>	Project: Twin Bridges and Geoff Fisher Fernvale Rest Stop Areas	Scales		Scale: 1 : 2000
					Surveyor: Gary Love Engineering Services Manager			Checked: Gary Love	1:50 (A3) <div><div></div><div>0.25</div><div>0.5</div><div>0.75</div><div>1.0m</div></div>	Sheet No. 1 of 1
				Horizontal Grid	Approved: Craig Young Director Operations		1:100 (A3) <div><div></div><div>0.5</div><div>1.0</div><div>1.5</div><div>2.0m</div></div>	Drawing Title: General Layout Sheet 1 of 1	1:200 (A3) <div><div></div><div>1.0</div><div>2.0</div><div>3.0</div><div>4.0m</div></div>	Plan No. Twin Bridges_101
A	Original	C.L.	07 / 12 / 2023	Vertical Grid	RPEQ No. 12500 Date. / /		1:500 (A3) <div><div></div><div>2.5</div><div>5.0</div><div>7.5</div><div>10.0m</div></div>			
Issue	Description	By	Date				Amendments		1:1000 (A3) <div><div></div><div>5.0</div><div>10.0</div><div>15.0</div><div>20.0m</div></div>	



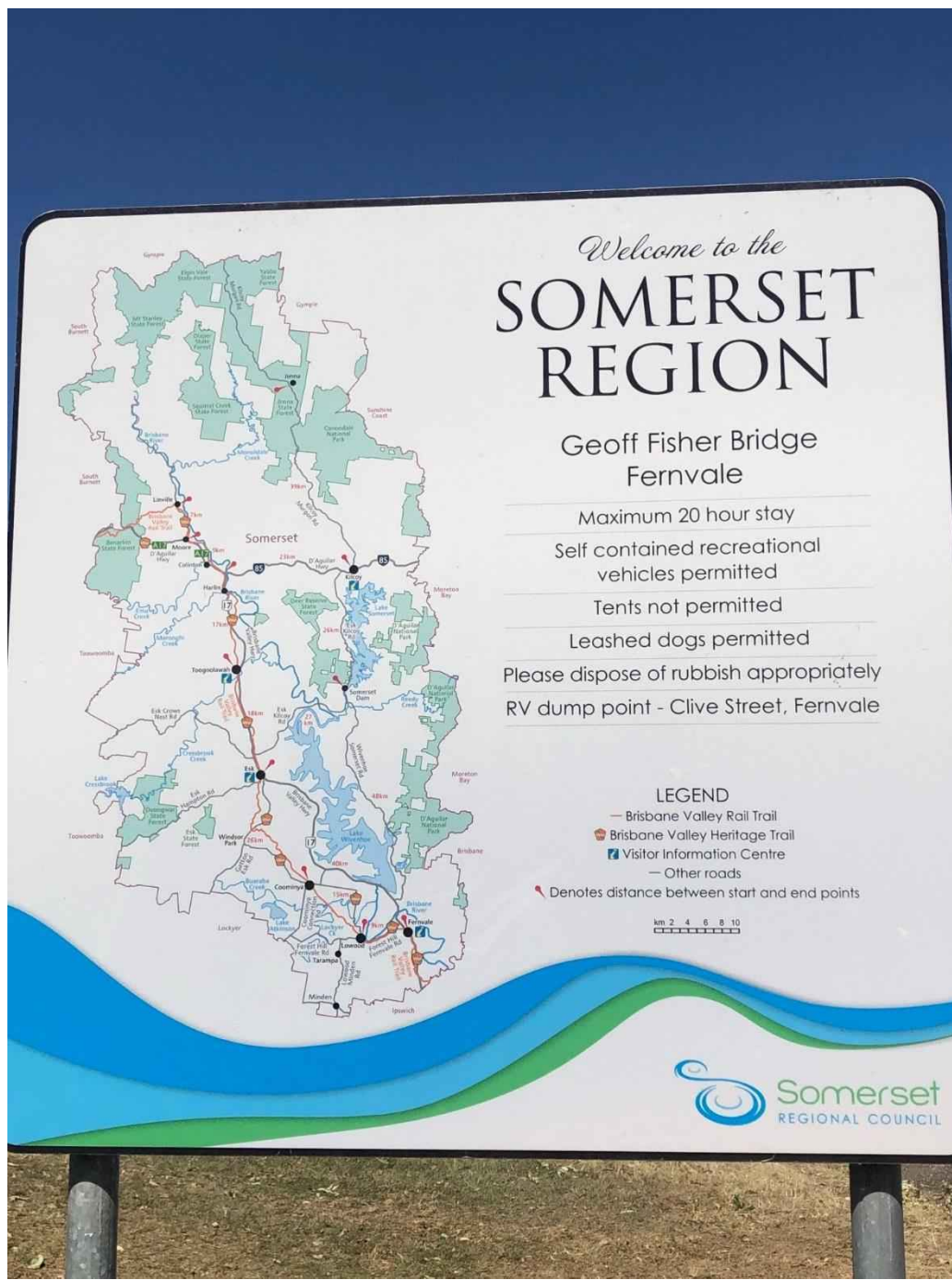
				Survey Data	Designed: Chol Lueth Civil Designer	<div><div></div><div></div><div></div></div> <div>P.O. Box 117 Esk QLD, 4312 Ph: (07) 5424 4000 Fax: (07) 5424 4099 Email: mail@somerset.qld.gov.au Web: www.somerset.qld.gov.au</div> <div><div>Somerset</div><div>REGIONAL COUNCIL</div></div>	Project: Simeon Lord Park Harlin Rest Stop	Scales 1:50 (A3) <div><div>0</div><div>0.25</div><div>0.5</div><div>0.75</div><div>1.0m</div></div> 1:100 (A3) <div><div>0</div><div>0.5</div><div>1.0</div><div>1.5</div><div>2.0m</div></div> 1:200 (A3) <div><div>0</div><div>1.0</div><div>2.0</div><div>3.0</div><div>4.0m</div></div> 1:500 (A3) <div><div>0</div><div>2.5</div><div>5.0</div><div>7.5</div><div>10.0m</div></div> 1:1000 (A3) <div><div>0</div><div>5.0</div><div>10.0</div><div>15.0</div><div>20.0m</div></div>	Scale: 1 : 2000	
					Surveyor: Gary Love Engineering Services Manager				Checked: Gary Love Engineering Services Manager	Sheet No. 1 of 1
A	Original	C.L.	07 / 12 / 2023	Horizontal Grid	Approved: Craig Young Director Operations		RPEQ No. 12500 Date. / /	Drawing Title: General Layout Sheet 3 of 3		Plan No. Simeon Lord Park_101
Issue	Description	By	Date	Vertical Grid						
Amendments										



				Survey Data	Designed: Chol Lueth Civil Designer	<div><div>P.O. Box 117 Esk QLD, 4312</div><div>Ph: (07) 5424 4000 Fax: (07) 5424 4099 Email: mail@somerset.qld.gov.au Web: www.somerset.qld.gov.au</div><div><div><div></div><div></div><div></div></div><div>Somerset REGIONAL COUNCIL</div></div></div>	Project: Silky Park and Seib Street Kilcoy Rest Stops	Scales 1:50 (A3) 0 0.25 0.5 0.75 1.0 m 1:100 (A3) 0 0.5 1.0 1.5 2.0 m 1:200 (A3) 0 1.0 2.0 3.0 4.0 m 1:500 (A3) 0 2.5 5.0 7.5 10.0 m 1:1000 (A3) 0 5.0 10.0 15.0 20.0 m	Scale: 1 : 2000	
					Surveyor: Gary Love Engineering Services Manager		Checked:			Sheet No. 1 of 1
				Horizontal Grid	Approved: Craig Young Director Operations			Drawing Title: General Layout		Plan No.
A	Original	C.L.	07 / 12 / 2023	Vertical Grid	RPEQ No. 12500 Date. / /			Sheet 1 of 1		Silky Park and Seib Street_101
Issue	Description	By	Date	Amendments						

Camping Areas Signage

Geoff Fisher 20 hours Camping Sign



No Camping Sign



Multi Message Sign



SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Craig Young, Director Operations
Director: Craig young, Director Operations
Date: 01 December 2023
Subject: Traffic Safety Advisory Committee – 23 November 2023
File Ref: 2020 – 2024 Traffic Safety Advisory Committee

Action Officer: EA

Background/Summary

The quarterly meeting of the Traffic Safety Advisory Committee was held on Thursday, 23 November 2023

Attachments

Meeting Report for the Traffic Safety Advisory Committee

Recommendation

THAT Council receive the meeting report of the Traffic Safety Advisory Committee held on Thursday, 23 November 2023 and the contents be noted.



**Meeting Report of Traffic Safety Advisory
Committee Meeting
23 November 2023**

11.30am
Simeon Lord Room
Esk Library Building
19 Heap Street
Esk

Present

Cr Helen Brieschke	Somerset Regional Council
Cr Cheryl Gaedtke	Somerset Regional Council*
Cr Kylee Isidro	Somerset Regional Council*
Craig Young	Somerset Regional Council, DOPER
Gary Love	Somerset Regional Council, ESM
Steve Brennan	Somerset Regional Council, ESM*
James Bromley	QPS Lowood*
Matthew Dean	QPS Esk
Malcolm Liley	QPS Caboolture*
Martin Jones	TMR
Lauren M Brunjes	TMR Road Safety Buderim on behalf of Leanne Stokes*
Stuart M Gardner	TMR*
Tiara Hurley	Minute Taker SRC

*denotes attendance via Teams

1. Opening of Meeting

As the Chair Mayor Lehmann was an apology, Deputy Mayor Helen Brieschke assumed the Chair and opened the meeting at 11.36am.

2. Apologies

Mayor Graeme Lehmann
Andrew Johnson
Cr Jason Wendt
Cr Bob Whalley
Cr Sean Choat
Cr Cheryl Gaedtke
Cr Kylee Isidro
John Cumner, QPS Toogoolawah
Brayden Tucker, QPS Moore
Adam Stanford, QPS Kilcoy
Gregory Price, QPS Moreton Bay Forensic Crash Unit
Leanne Stokes, TMR
Dan Sedunary, SEQWater
Danial Clark, TMR
James Leahy, QPS
Justin Wilcocks, QPS Toogoolawah
M Van Gemeren, TMR Road Safety
Nic Gallagher, QPS Marburg
Robert Mothersole, TMR

3. Confirmation of Previous Meeting report

Confirmation of the previous meeting report of 17 August 2023.

4. Business Arising out of Previous Meeting Report

- 4.1. Update on flood camera - Paddy Gully
Martin Jones TMR provided an update:
No confirmed installation date for the flood camera at this stage. The officer who looks after the camera is on long term leave and is due back in January 2024.
- 4.2. CCTV camera/cameras in Moore – Moore Police
Craig Young, Director of Operations SRC provided an update:
CCTV cameras have been ordered and were due for installation this week.
Installation was delayed due to the rain and rescheduled for next week.

5. New Matters**Raised on behalf of - Brayden Tucker, QPS Moore**

QPS Moore have asked for a reduction of the speed limit from 100kms, the area North of the Linville Township where it bends along Linville Road. Council engineers will undertake a speed review and report back to the next TSAC meeting.

6. Standing items**6.1 Hooning activities update to be provided from QPS**

Following from the last meeting, QPS have seen a drop in the hooning activities. Hooning numbers have reduced from 50-100 cars each meeting to less frequent meetings with lower numbers. Hooning meetups are now more sporadic and not planned therefore harder for QPS to patrol and monitor.

QPS noted that intelligence driven enforcement is currently being utilised by QPS Ipswich. For the month of October there was only three reported hooning complaints and one for November. The reduction in hooning could also be a result of members of the public not reporting to QPS.

The six million dollar anti-hooning announcement in recent news reports, includes the trial of dedicated anti-hooning camera trailers in Logan, Moreton and Townsville Police Districts. The camera trailers will be equipped with high quality camera technology to record and capture hooning behaviour in real time. QPS stated that after the trial period ends this may become more available to Somerset.

QPS added that Ipswich Police have access to some covert methodologies, not mentioning too much, there could possibly be room for the officers in Somerset to gain access to this in the future.

7. General Business

7.1. Discussion of policing in Somerset Including Camera trailers – QPS/CEO/DOPER

A trial police program aiming to deter dangerous hooning behaviour across the Moreton Bay Region is among the first in the State.

The program uses camera trailers fitted with high quality cameras and automatic numberplate recognition technology to detect stolen vehicles.

Three camera trailers capturing hooning behaviour in real time have been rolled out across the state – in the Moreton, Logan and Townsville police districts – as part of \$6 million in State Government initiatives to stamp out hooning.

The trailers will be rolled out as part of a trial, with more to be built, pending the outcome of an evaluation.

Council has been invited to attend a workshop hosted by Moreton Bay showing how the camera is deployed and the results once active in hooning areas. Council will report back to a future TSAC meeting.

There could be a possibility of a Local Government to Local Government Partnership in this space.

QPS noted that Ipswich City Council had access to similar cameras however did not consider the security of the cameras once installed onsite, due to this they were damaged significantly on deployment. Council will need to factor in some kind of security measures for the cameras if they become available in Somerset due to the remoteness of some of the main “hooning” areas.

Moreton Bay would have no doubt had similar issues with their cameras that were deployed in Bribie Island and Caboolture.

7.3. Traffic Entry Treatments (TETS) progress including Glamorgan Vale and Esk – TMR

Council discussed signage at the town approaches with TMR.

TMR has completed the review and Council officers are in agreeance that it will work.

TMR noted that in Esk, Harlin, Moore and Lowood large entry signs have been installed with a blue background, these signs are very large speed limit signs. Signage has been installed by TMR however the pavement Traffic Entry Treatments will not be installed due to cost and questionable effectiveness.

7.3. 20 Hour Rest Areas signage update

For everyone's information, Council has had an increase of free campers staying longer than the 20 hours.

Concerns were raised in particular recently in relation to the 20 hour rest stop south of Toogoolawah and its proximity to the pathway to the high school. Council completed a crown lift to enable better visibility into the area from the highway. This aided moving on campers.

Councils engineering team will complete a review of all the 20-hour rest areas in the region and the signage installed/updated at the sites. No camping signs will be installed where required, including on areas surrounding the camping areas such as the football fields in Kilcoy.

7.4. Requests from Kilcoy QPS - complaints from walkers who walk on the footpath that is between Hope St and Walker St and have had to jump out of the way of vehicles driving on this footpath. I believe most of the drivers are our international local workers who drive down to the basketball courts and footy fields. So can I confirm is this is a road or a footpath and can drivers drive on the grassed area around the footy field and club house.?

Council will need to install signage and stop cars from driving down to the courts parking on the street.

Majority of these issues are caused by campers spreading their wings trying to find their way back to the main street.

Physical barriers will be considered as part of this signage review to be completed by the engineering team.

7.5. Requests from Kilcoy QPS - Campers – From time-to-time, campers going beyond the limits of the campgrounds. I think more clear signage around this area would assist and that way I can assist in enforcement.

See point 14.

7.6. Hine Road update

Hine Road leads to an Seqwater recreation ground near lake Wivenhoe. After the floods, it was discovered that there was damage to the bridge on this road. The bridge approach is damaged beyond repair, therefore the access to the recreation area is fully closed while works have been programmed.

Arrangements have been made for the repairs and it is anticipated that works will be complete before Christmas to allow for the opening of the recreation area.

8. Next Meeting

The next Traffic Safety Advisory Committee Meeting will be determined post-election.

Cr Helen Brieschke Chair thanked all TSAC members for their assistance throughout the year and wished all members a Safe and Happy Christmas and New Year.

9. Closure of Meeting

Summary	There being no further business, the Chairperson closed the meeting at 11.54am
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SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Karen Haer, Executive Assistant
Director: Craig Young, Director Operations
Date: 21 December 2023
Subject: Operations Report for November 2023
File Ref: Governance – Reporting – Officer Reports
Action Officer: EA OPS

Background/Summary

Engineering Services Team

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

- Brown Street, Kilcoy;
- Wells Street, Linville;
- England Creek Road, England Creek;
- Railway Street, Lowood;
- Glamorgan Vale Road crossover and drain modification;
- Highland Street, Esk; and
- Kilcoy Transfer Station, Kilcoy.

The team commenced the design of works for future funding opportunities including:

- Minden State School drop-off, STIP 2023-2024 program application.
- Esk Carpark, Esk.

The team also continued work with external consultants to progress designs for the projects below:

- Beeston Road Intersection, Fernvale – Harrison Infrastructure Group; design 80% completed and under review;
- Richard Street, Esk – Harrison Infrastructure Group; design 80% completed and under review;
- Toogoolawah Biarra Road – Engeny – project issued For Tender;
- Fulham St, Toogoolawah – Contour Consulting Engineers; design 80% completed and under review;
- Muckerts and McCulkins – Engeny;
- West Road / Patrick Estate Road, Patrick Estate – GHD;
- Clive St, Fernvale – NK Transportation; and
- Lowood to Tarampa Footpath, Tarampa – Projex Partners.

These external design projects will be managed and delivered Q2 2024.

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

- Murrumba Road Culverts;
- Esk Crow Nest Road Stage 2;
- Gunyah Street, Toogoolawah;
- Ellen Street, Lowood;
- Wells Street, Linville; and
- Railway Street, Lowood.

The Engineering Services Team provided engineering development advice to the Planning Department and assessment and applicant response to Operational Work applications with two (2) new operational works applications being properly received in November.

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

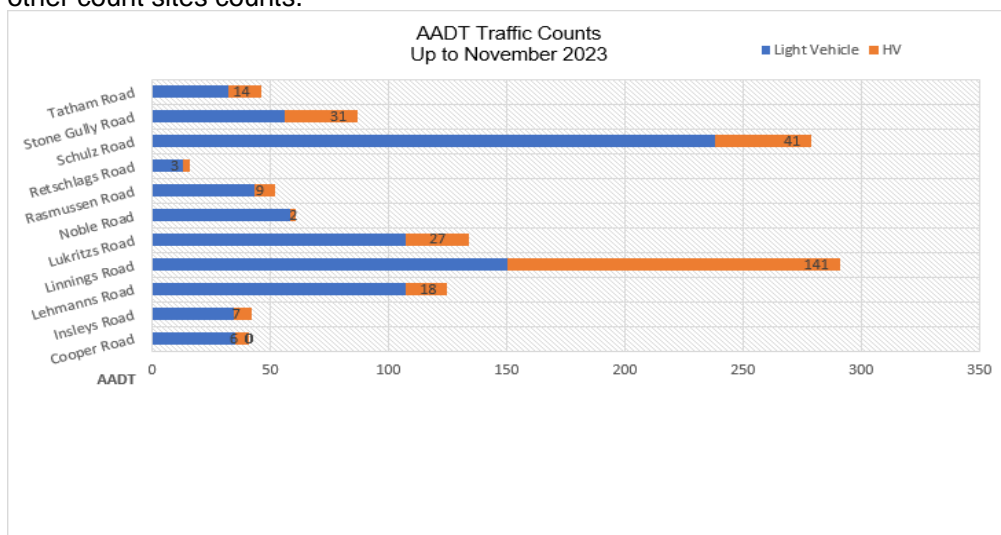
- Parklands at Clarendon Stages 2D & 2E;
- Pine Tree Hill, Kilcoy Stages 3 to 6;
- Hedley Park Stage 7 – Off Maintenance completed 11th December 2023;
- Hedley Park Stage 8 – On Maintenance completed 11th December 2023.
- Windsor Drive, Mount Hallen Stage 5C;
- Overlander Avenue, Kilcoy – earthwork fill to the 0.2% AEP inundation line, request for “On Maintenance” received 11th December 2023.

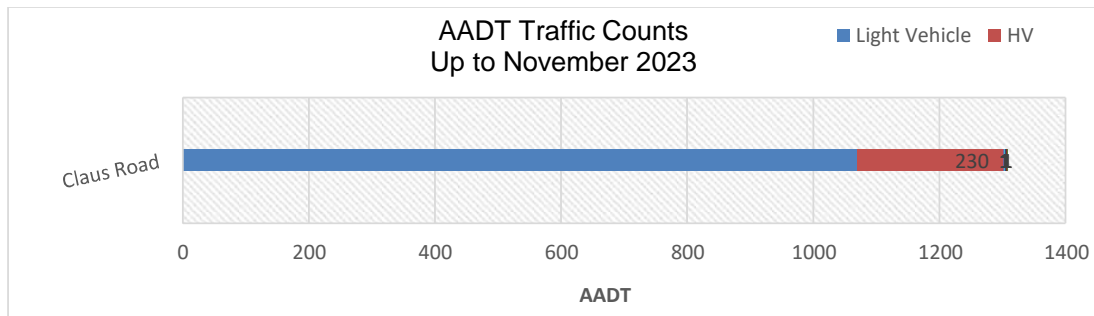
The Engineering Services Parks and Facilities Team continues to oversee operations in the parks and facilities areas with the recent rainfall providing the mowing crew opportunities to get back into the field and undertaking mowing in the towns parks and cemeteries, which will remain the primary focus of the team over the next couple of months, with other areas being outsourced as required. The crew have also reviewed mowing maps for the region for presentation at a future Council meeting.

The Engineering Services Team continue to set out traffic counters within the region and provide continual assessment of Council infrastructure to ensure our information remains current within our asset and GIS systems, with all signage requirements being reviewed within our main town areas as well as overseeing works within road reserve applications, property access applications and heavy vehicle permits.

	Nov-23	Nov-22
Land Access Permit	33	57
Property Access Applications	29	29
National Heavy Vehicle Regulator Permits Processed	6	12

November traffic counts are shown below. All traffic counters have continued to be placed within the region and are being collected routinely following the standard three-week rotation. Claus Road count has been shown on separate graph due to the increased difference from other count sites counts.



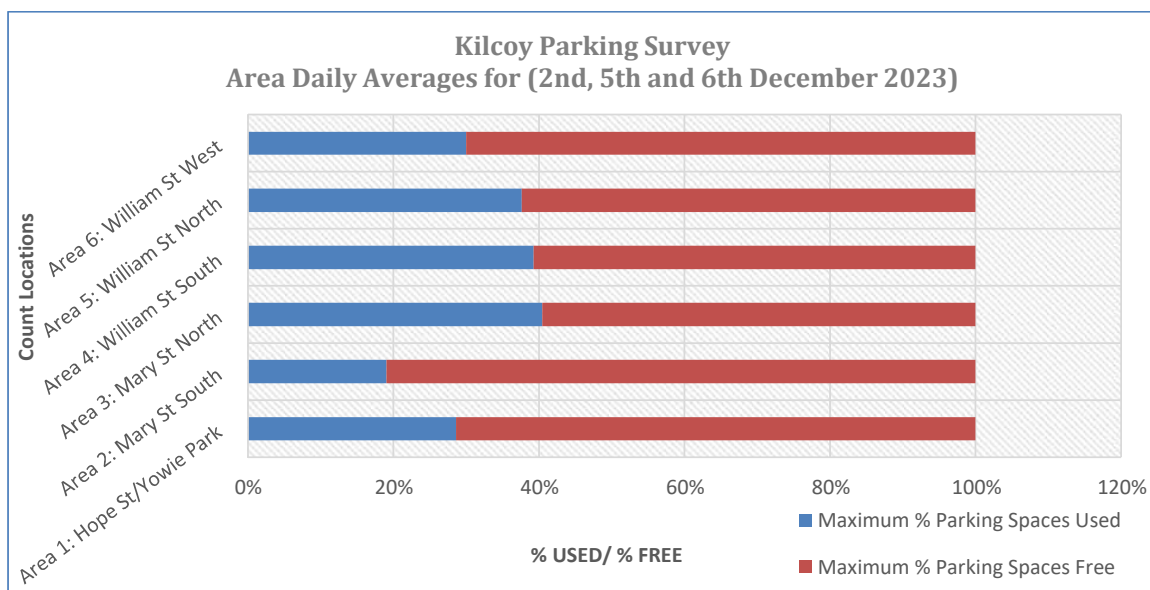


The Engineering Services Team have continued inspections of Council Road assets with an inspection of all speed signage 75% complete and asset system updated to ensure council record are current.

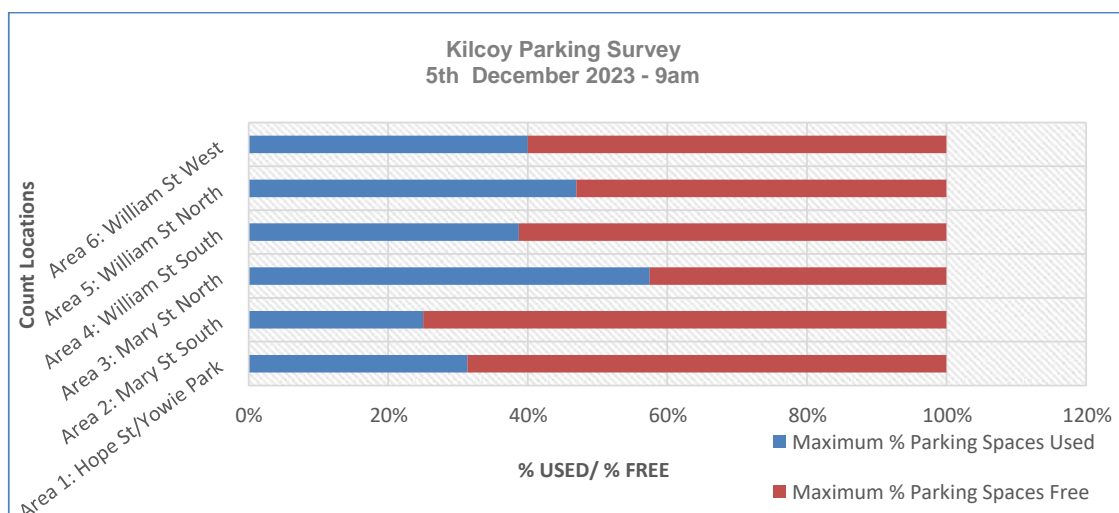
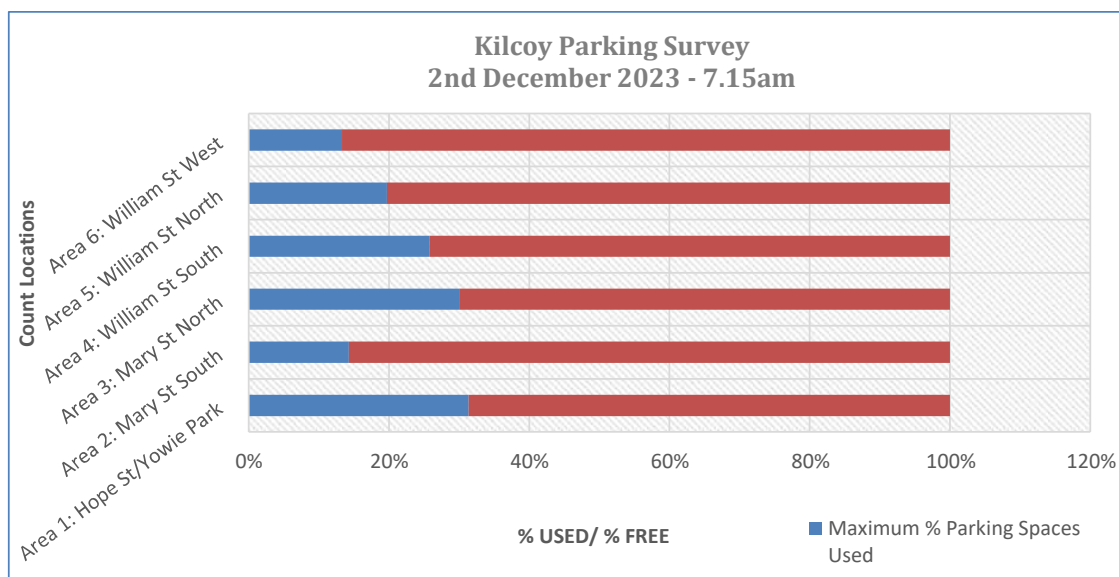
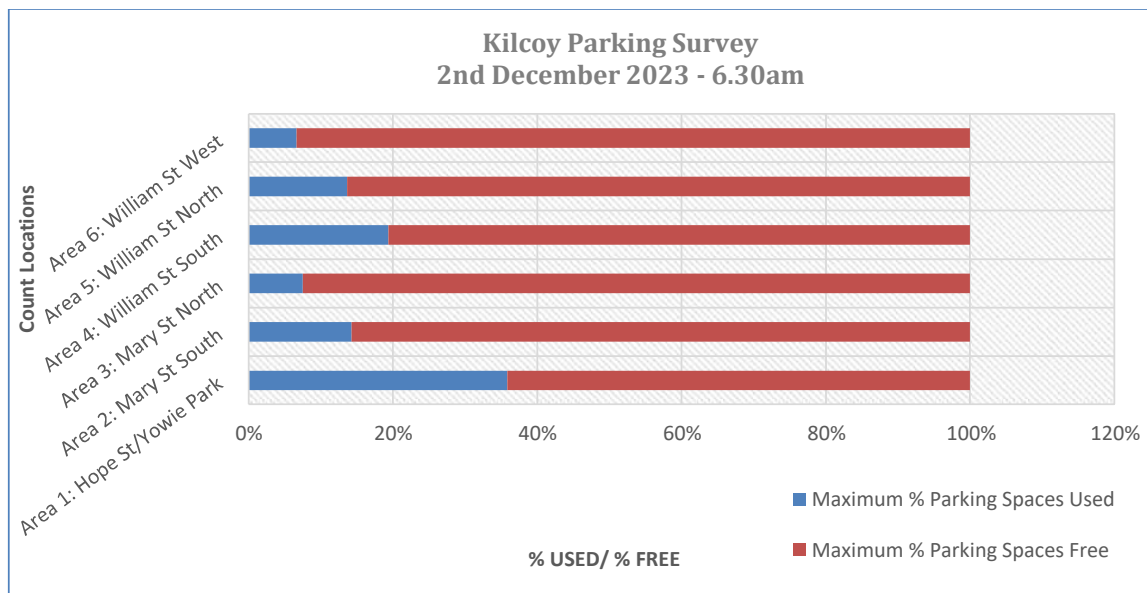
The team recently undertook a carpark survey in Kilcoy CBD:

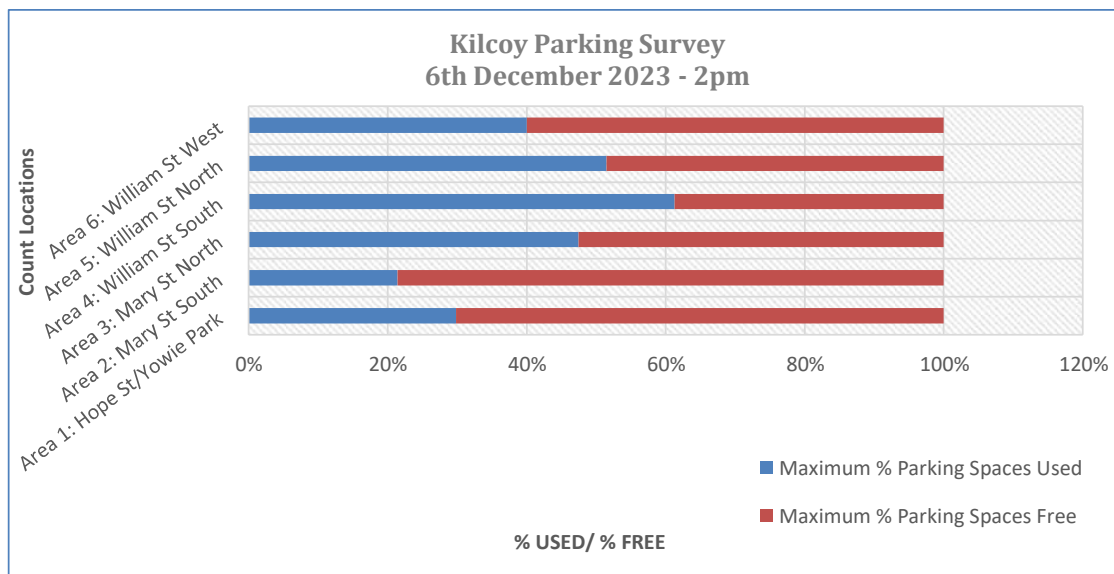
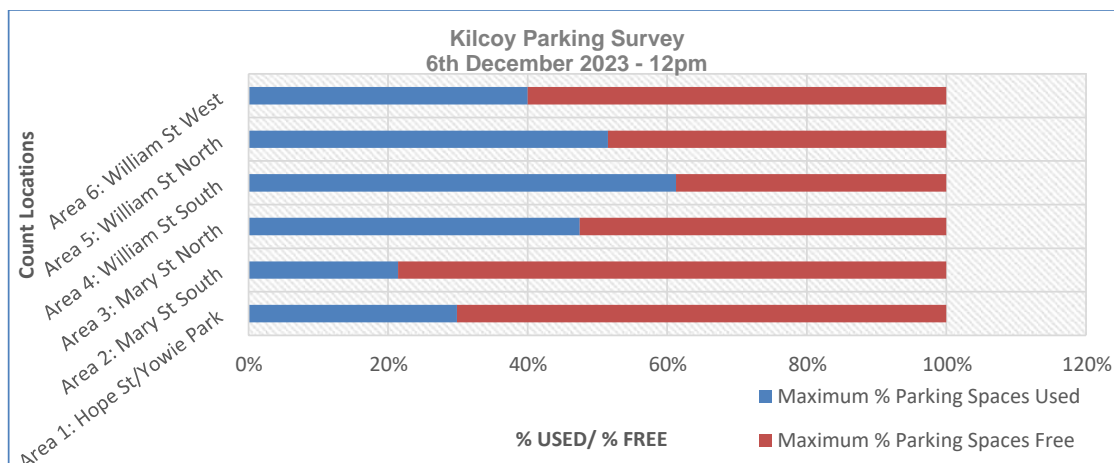
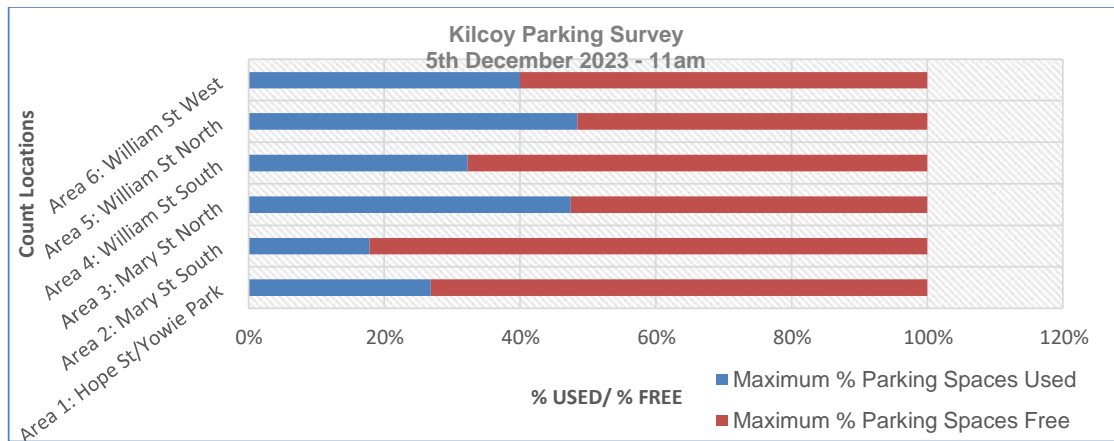
- Hope St/Yowie Park;
- Mary St South;
- Mary St North;
- William St South;
- William St North and;
- William St West.

Total average percentage of parking usage.



Individual dates and times percentage of parking usage





Works Team

Completed Projects through 2023/24:

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

- Prospect and William Street, Lowood - stormwater installation;
- Schroeder Lane, Fernvale - Seal Intersection with Fairney View Fernvale Road;
- Lowood Minden Road between Litzows Road and Lukritz Road – widening, pavement stabilisation, sealed shoulders, culverts and pipes;
- Pipeliner Park, Esk - Field inlet pits; bollard removal and re-installation;
- Main Street / Michel Street, Lowood – Streetscape, restore faux-brick footpath with new stencil.

Projects underway:

- Royston Street, Kilcoy, between Mary and Rose Streets – replace footpaths, kerb & channel sections;
- Stanton Street, Kilcoy – intersection works with Royston Street, kerb & channel;
- Murrumba Road culverts – replace existing corrugated structures with RCBC and RCB's;
- Gunyah Street, Toogoolawah - Cairnsroft Street to Drem Street, South Side, laying of pipes; K&C;
- Prenzlau Road, Prenzlau - pavement widening (awaiting 14mm seal, line-marking and signage);
- Esk Crows Nest Road, Eskdale - Stage 2 – Esk Crows Nest Strategic Regional Connector - Toowoomba Boundary section;
- King Street, Somerset Dam Bitumen Infill (substantive completion achieved 17th Oct 2023 - awaiting 2-coat seal);
- East Street, Esk State School - New footpaths, K&C and infill (substantive completion achieved 12th Oct 2023; awaiting 2-coat seal);
- Ellen Street, Lowood - Stages 1&2 - K&C North side from Park Street to Church Street (130m); K&C South side from Park Street to Church Street (130m); awaiting asphalt overlay 01 December (weather permitting).

Ongoing projects:

- Mowing and slashing works on Council roads;
- Crews continue to complete CSR's;
- General maintenance of Council's civil infrastructure.

REPA Works

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

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

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

Flood Repair Works underway - carried out by Contractors.

- A & M Civil – Fernvale Region; Esk region. Drainage Packages One and Two;
- CPM Contractors – East Wivenhoe Region; Jimna / Monsildale Region; Kilcoy Region.

Flood Repair Works underway - carried out by SRC.

- Northern Grader Crew – Toogoolawah region.

Flood Repair Works Completed - carried out by Contractors.

- Browns Contracting – Mount Stanley Region; Harlin & Moore region. Drainage Package Three;
- A & M Civil – Coominya region.

Other Works being carried out by Contractors.

- Waverley and Sheppards Road, Lake Manchester – **Stage 2**: road-widening and fire exclusion zone – Sam's Tree Services, A&M Civil;
- Repair of Hine Road bridge - Timber Restoration Services (TRS);
- Clarendon Road, Lowood - Stage 2 - Rehabilitate and widen to 9m road from O'Reilly's Weir Road to Wyatts Road (3.3km) – A&M Civil;
- Kilcoy Depot, Esk Depot, Lowood Depot – safety, security, and legislative improvements (various contractors);
- Savages Crossing, Fernvale - Reinstall carpark surfaces, replace bollards and signage. Install flood boom gates on approach roads – A&M Civil;
- Twin Bridges, Fernvale - Reinstall carpark surfaces, replace bollards and signage, re-align site access gate/arrangements. Install flood boom gates on approach roads – A&M Civil;
- Burtons Bridge, Borallon – reinstall carpark surfaces, replace bollards including re-alignment of exclusion measures to better manage launch access point/s to the river. Install flood boom gates on approach roads – A&M Civil.

Department of Transport and Main Roads (TMR) Works

Council is presently working on the following projects on behalf of TMR:

- Repairing potholes and sealing of patches and pavement repairs over the TMR network;
- Weed spraying throughout the TMR network;
- Ongoing signage and guidepost repairs continue throughout the TMR network;
- Slashing and mowing throughout the TMR network (weather permitting).

Workshop – Mechanical

- Completed repairs, services, and scheduled maintenance of Council fleet;
- Inspections, service and repairs to all tractors, slashers and mowers in preparations for the upcoming mowing season;
- Three new John Deere 1585 TerrainCut Front Mowers have arrived and are currently being outfitted by the workshop;
- One new Belco galvanised trailer has arrived for Environmental Services which will carry their Kubota UTV and Rapid Spray unit;
- Pre-Christmas preparations are being arranged for plant requiring maintenance during the Christmas shut down period.

Workshop – Fabrication

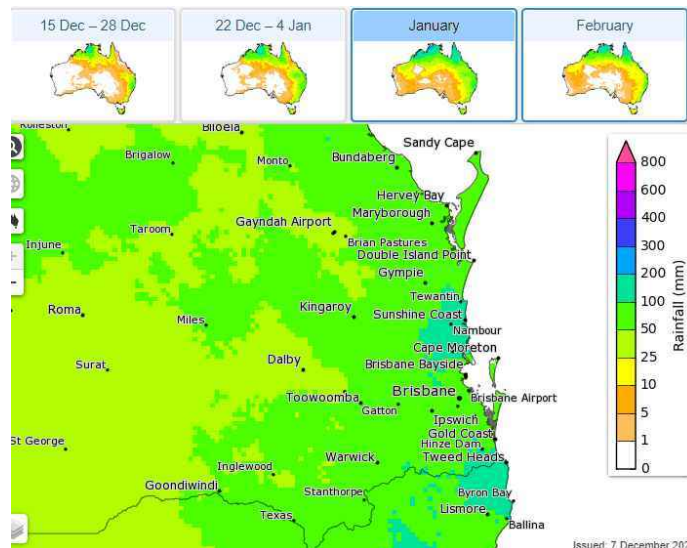
- Welding bay has been carrying out various repairs to Council fleet as well as repairs to other various council assets around the region, such as handrail, park furniture, etc.;
- The new barriers and bollards for the tipping area of Coominya transfer station are completed;
- 24 large yellow bollards for BVRT, have now returned from powder coat and are awaiting installation;
- Welding bay fitted pipe work to a portable water tank which was located at the Esk – Crows Nest Road project, this allows the water trucks to fill up from this tank onsite reducing the travel time. The tank is being filled by a bulk carrier tank;
- Welding bay has fabricated and installed a rack system at Kilcoy depot to store spare tyre for graders, loaders and tractor. This new rack allows the tyre to be stored safely;
- Welding Bay has installed the gate and lock to the gate posts at Burtons Bridge, posts were installed by a contractor that was working on site installing bollards.

Weather Outlook

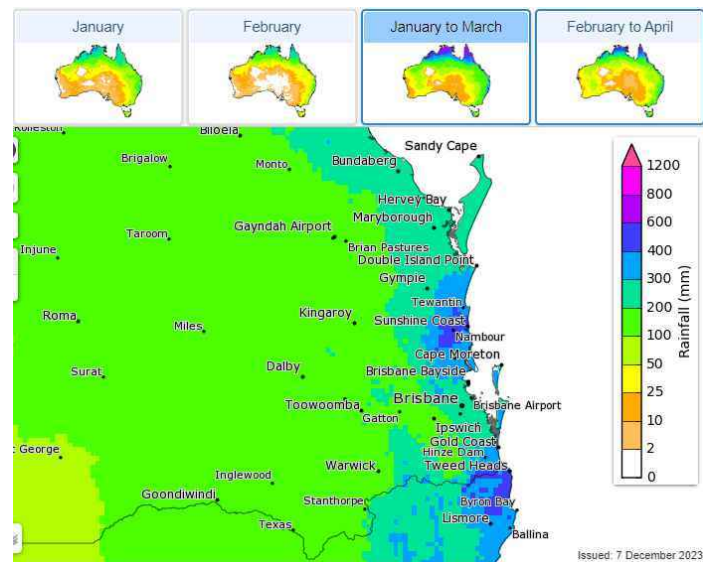
For January, above average rainfall is likely for south-east areas of Queensland and north-east NSW.

Past accuracy of January to March long-range forecasts for the chance of above median rainfall is moderate to high for most of Australia.

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



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



Disaster Management

The following activities were conducted in November 2023:

- Somerset Community Action Forum held 3 November 2023 (BDIRC/QDN);
- Consultants engaged for whole of LGA Overland Flow project;
- Draft LiDAR for the entire Somerset region was made available to Council. Quality assurance on the data is still to be completed and will likely be received by Council in early 2024;
- Council participated in the QRA's Flood Information Portal workshops and sent QRA a letter confirming Council's willingness to participate in the project;
- Council staff attended the Brisbane River Flood Preparedness Interagency meeting;
- Draft MOU agreement received from Red Cross for Evacuation Centre Management;
- Draft MOU agreement received from Disaster Relief Australia for management of spontaneous volunteers;
- Somerset Local Disaster Management Group was held in Esk on November 22 (Face-to-face and TEAMS);
- DMO attended Brisbane River Catchment Evacuation Capability Assessment workshop;
- Attended SEQ Disaster Management Engagement Group meeting over TEAMS;
- DMO and MES attended SEQWater Flood Operations exercise as observers;

- DMO worked with the District Executive Officer, Ipswich City Council and QFES in developing the District Bushfire Exercise;
- Participated in the District Disaster Exercise – Exercise Incendium.

Activations/Operations:

- Fires continued across the Somerset region, in particular;
 - Redbank Creek Fire(s) The Somerset LDMG was placed on ALERT due to the interagency assistance being provided. Esk Hampton Road remained closed for a number of days as a result;
- Local Disaster Coordination Centre staff were placed on Alert for the bushfires, should the need to establish a place of refuge was needed.

Waste Management

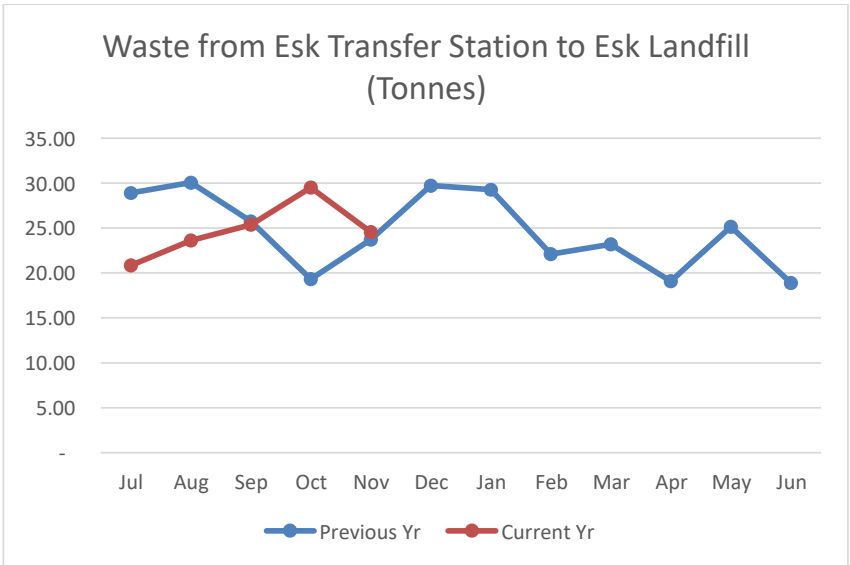
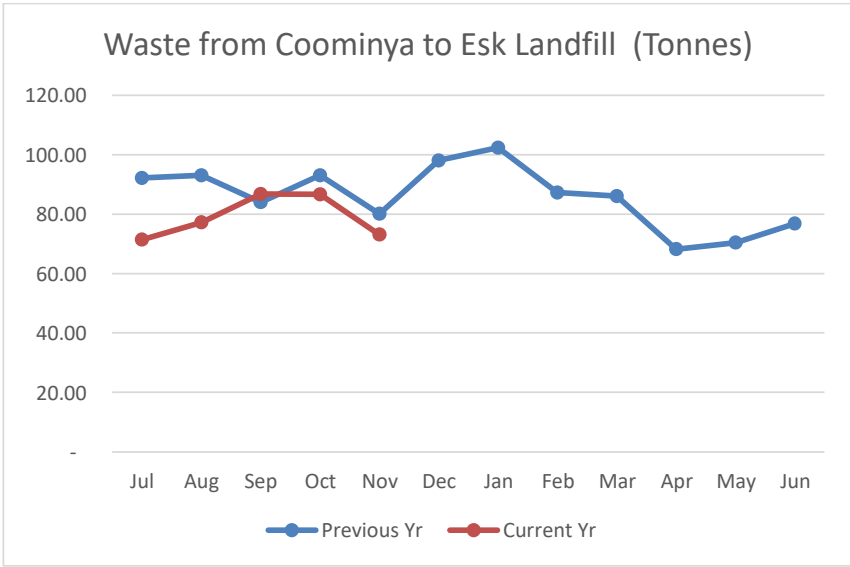
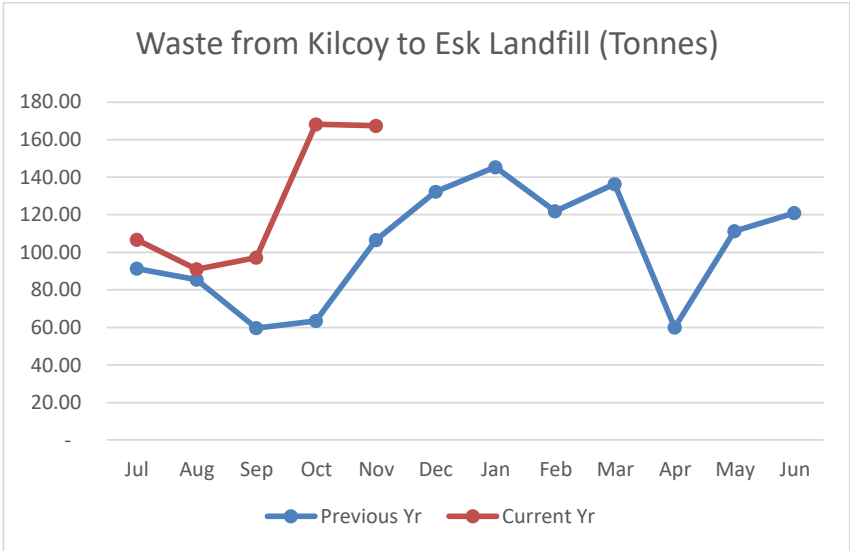
Kerbside Collection Contract – Ipswich Waste

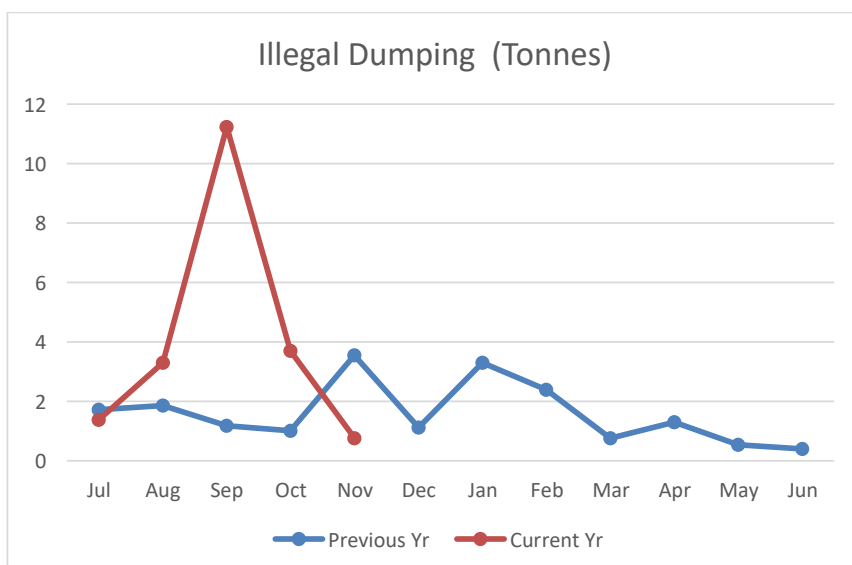
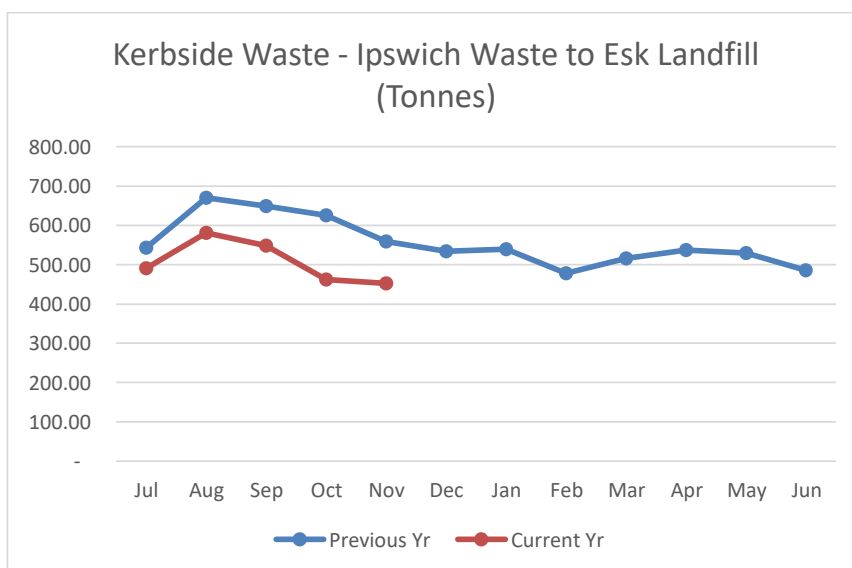
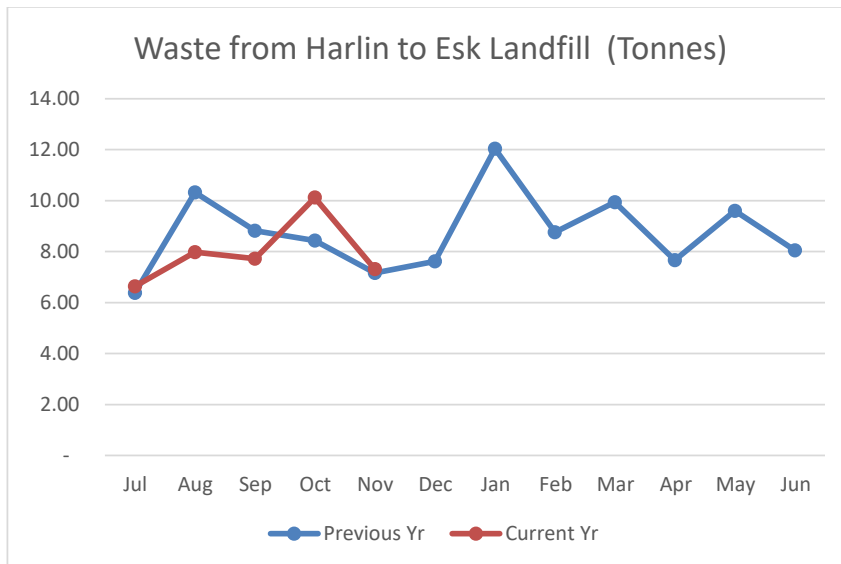
During the month of November 2023, there were 59,834 kerbside services performed:

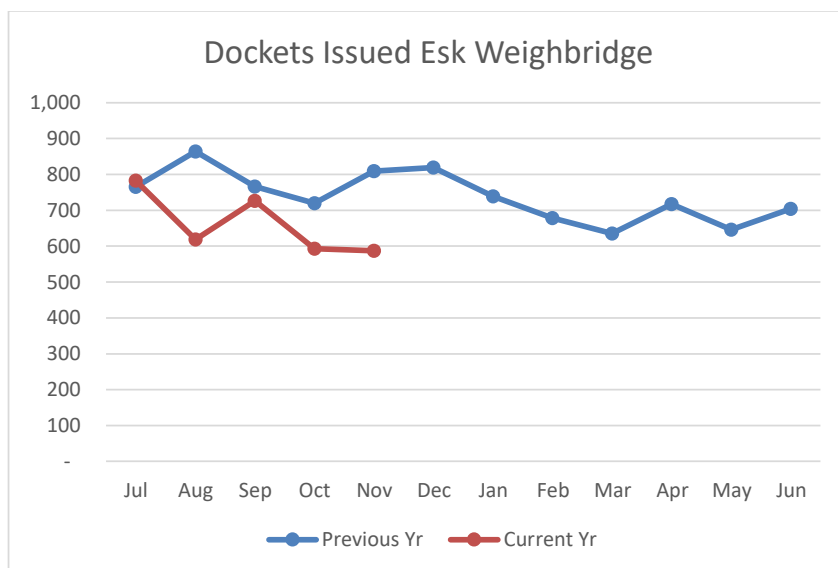
- General waste services – 45,384 with 88% presentation rate;
- Recycling services – 14,450 with 56% presentation rate.



Waste – Esk Landfill





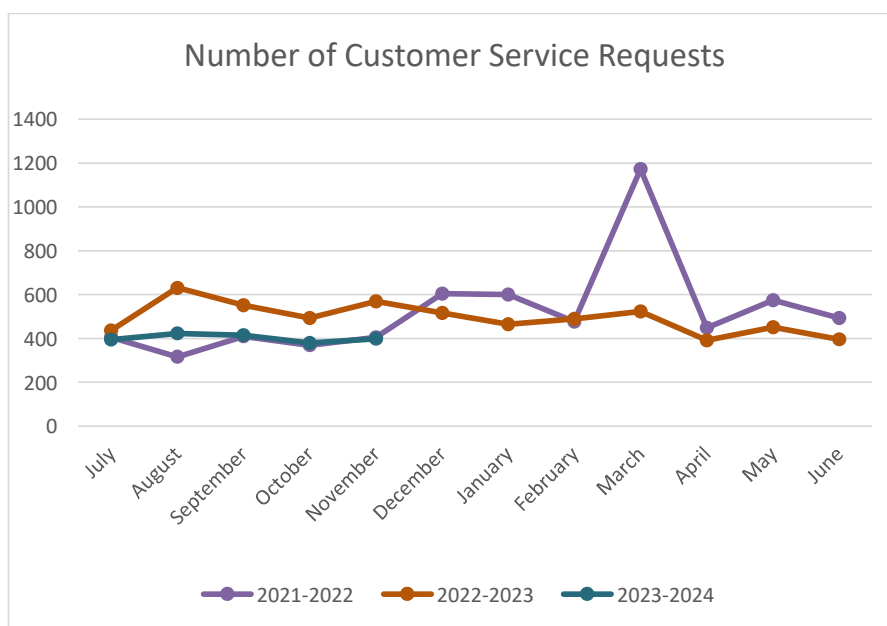


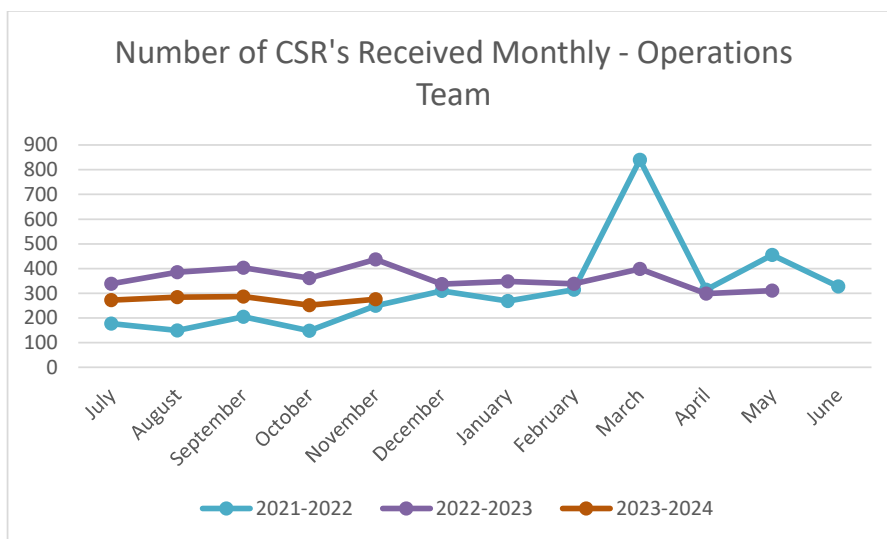
Approved Park/Community Events

- 1 Dec 23 – Kilcoy Christmas Tree and BBQ - Kilcoy
- 2 Dec 23 – Kilcoy Christmas Carnival - Kilcoy
- 9 Dec 23 – Toogoolawah Christmas Tree – Toogoolawah
- 15 Dec 23 – Community Christmas Carols – Lowood
- 16 Dec 23 – Fernvale Community Church Christmas Carols – Fernvale
- 17 Dec 23 – Brisbane Valley Churches Working Together Christmas Carols - Esk

Customer Service Requests

Council received 399 customer service requests for the month of November 2023 on Council's corporate customer service system. A copy of the report is attached for your information.





	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23
Cemeteries	1	1	1	3	0
Disaster Management	0	0	1	1	0
Departmental reviews	0	0	2	0	0
Fences on roadways	0	1	0	0	0
Illegal dumping clean ups	20	14	11	8	11
Overgrown Council land	2	1	2	3	1
Parks including mowing, cleaning/maintenance park equipment including public toilets, tables and chairs, shade shelters etc.	3	9	7	11	7
Roads - bitumen	25	20	13	21	16
Roads - gravel	18	13	8	14	17
Roads - drainage	8	5	7	10	15
Roads - culverts	3	1	2	0	1
Roads - vegetation	19	14	25	15	38
Roads - footpaths	3	5	8	12	4
Roads - linemarking	1	1	2	0	0
Roads - bridgework	0	0	1	0	1
Roads - traffic furniture	16	17	15	25	20
Rural Property Number	1	4	2	5	5
Stormwater issues within private properties	1	0	0	1	0
Waste management		0	1	1	0
Wheelie bins	0	0	0	0	0
Cancellation of extra services	0	19	9	2	2

Damaged lids and wheels	11	15	9	15	11
Replacement Split Bins	29	24	32	18	32
New Services	21	28	24	24	21
Extra services	4	6	10	3	12
Stolen/Non Delivery of New Bins	5	16	9	13	8
Missed services	8	3	6	1	1
Contractor requests/complaints	3	2	4	2	1
Facilities	0	0	0	0	0
Air conditioning	2	1	0	3	1
Carpentry, painting, tiling & flooring	11	12	10	5	2
Electrical	5	7	6	4	7
Equipment, furniture & fixtures	10	10	8	6	7
Grounds maintenance	1	5	4	4	2
Pest Control	2	1	1	0	2
Plumbing	23	19	29	13	24
Roofing and guttering	2	0	0	3	2
Security, locks & CCTV	2	2	6	0	3
Signage	0	4	6	5	1
Vandalism	7	2	2	0	1
Cleaning	5	2	4	1	0
	272	284	287	252	276

Attachments

Attachment 1 - Customer service report for November 2023

Recommendation

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



Categories	Total
\Customer Service Requests\Animal\Dog, Barking Dogs at Private residences	8
\Customer Service Requests\Animal\Dog, Miscellaneous	1
\Customer Service Requests\Animal\Dog, Wandering at Large	20
\Customer Service Requests\Animal\Livestock, Wandering at Large	15
\Customer Service Requests\Animal\Trap, Cat	2
\Customer Service Requests\Animal\Trap, Dog	1
\Customer Service Requests\Declared Plants, Animals\Declared Animals, General Enquiries	9
\Customer Service Requests\Declared Plants, Animals\Declared Plants, Council Land	1
\Customer Service Requests\Declared Plants, Animals\Declared Plants, Private Property	5
\Customer Service Requests\Environment Issues\General Environmental Complaints	2
\Customer Service Requests\Environmental Health Issues\Food Premises Complaints	2
\Customer Service Requests\Impounding\Request to Impound Dogs, Cats	10
\Customer Service Requests\Impounding\Request to Impound Livestock	1
\Customer Service Requests\Local Laws\Other Local Law issues	4
\Customer Service Requests\Environment Issues\Odour Nuisance	1
\Customer Service Requests\Environment Issues\Smoke Nuisance	1
\Customer Service Requests\Local Laws\Visual Pollution	1
\Customer Service Requests\Overgrown Allotments\Council Owned Land	1
\Customer Service Requests\Parks\Gardens	2
\Customer Service Requests\Parks\Shade Shelters	3
\Customer Service Requests\Rural Property Numbering\New RPN	5
\Customer Service Requests\Wheelie Bins\Cancellation of Service	2
\Customer Service Requests\Wheelie Bins\Complaints of Wheelie Bin Contractor	1
\Customer Service Requests\Wheelie Bins\Damaged Wheelie bin, Broken hinges on lid - split lid - broken handle on lid - replacement lid required	10
\Customer Service Requests\Wheelie Bins\Damaged Wheelie bin, Broken Wheels - missing wheels - rusted axle	1
\Customer Service Requests\Wheelie Bins\Damaged-Replacement Bin - split - broken - broken handle on back of bin - broken clips for axle	32
\Customer Service Requests\Wheelie Bins\Extra Wheelie Bin Service	12
\Customer Service Requests\Wheelie Bins\Missed Wheelie Bin Service	1
\Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, Existing Premises by Owner	2
\Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, New Premises by Owner	13
\Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, New Premises by Plumbing Form	6
\Customer Service Requests\Wheelie Bins\Stolen Wheelie Bin - replacement wheelie bin required	8
\Customer Service Requests\Planning Department Issues	3
\Customer Service Requests\Animal\Cat, Miscellaneous	3
\Customer Service Requests\Environmental Health Issues\Mosquito	1



Categories	Total
Complaints	
\Customer Service Requests\Local Laws\Illegal Camping	3
\Customer Service Requests\Local Laws\Obstruction of Footpath, Unlawful materials on footpath, road reserve - Residential Area	2
\Customer Service Requests\Illegal Dumping\Mixed Domestic or Commercial Waste - Illegal Dumping - An amount over 200 Litres in size - larger than a wheelie bin	3
\Customer Service Requests\Illegal Dumping\Tyres	2
\Customer Service Requests\Illegal Dumping\One of items - non-investigative - green waste - mattress - camp chair - couch cushion - fridge etc	4
\Customer Service Requests\Illegal Dumping\Mixed Domestic or Commercial Waste - Littering - up to 200 L in size - amount up to wheelie bin size	2
\Customer Service Requests\Building Department Issues\Building Department Enquiries	4
\Customer Service Requests\Parks\Vandalism\Graffiti	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Aspera Street - 0581	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Brisbane Valley Highway - RMPC - 0042	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Coominya Connection Road - RMPC - 0411	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Frohloffs Road - 1939	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Kerr Street - 2569	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Lowood Minden Road - 2766	3
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Patrick Estate Road - 3214	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Prenzlau Road - 3281	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Prospect Street - 3290	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Royston Street - 3416	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Silverleaves Road - 3543	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Tawney Street - 3698	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Wanora Road - 3840	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Willaura Drive - 3902	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Adams Road - 0507	2
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Bischoffs Road - 0696	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Brennan Road - 0767	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Brown Road - 0802	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Coal Creek Road - 0937	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Evans Road South - 1839	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Graham	1



Service Request by Types

Date Created To: >= 1/11/2023, Date
Created From: <= 30/11/2023

12-Dec-2023

Categories	Total
Road - 2223	
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Kilcoy Murgon Road - 2588	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\McCulkins Lane - 2895	3
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Muckerts Lane - 3009	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Postmans Track - 3268	2
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Silverleaves Road - 3543	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Abbotsford Street - 0500	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Albert Street - 0513	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Billy Can Creek Road - 0691	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Christella Court - 0910	2
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Constable Street - 0953	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Fifth Avenue - 1888	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Honeywood Drive - 2412	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Lake Street - 2669	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Mallard Street - 2822	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Sandpiper Drive - 3446	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Schimkes Lane - 3465	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Willowood Place - 3916	1
\Customer Service Requests\Roads - Bridges - Drainage\Culvert Maintenance\Rasmussen Road Mount Archer - 3325	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Bunney Road - 0821	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Cecily Road - 0878	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Constable Street - 0953	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Cottonwood Crescent - 0987	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Cressbrook Caboonbah Road - 1604	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Cressbrook Street - 1613	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\DAguilar Highway - Woodford - Kilcoy - RMPC - 0401	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Elizabeth Street - 1775	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Essex Court - 1831	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Forest Hill - Fernvale Road - RMPC - 0412	1



Service Request by Types

Date Created To: >= 1/11/2023, Date
Created From: <= 30/11/2023

12-Dec-2023

Categories	Total
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Glamorgan Vale Road - 1979	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Guldbrensen Street - 2267	2
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Honeywood Drive - 2412	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Kerrs Lane - 2574	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Kilcoy Murgon Road - 2588	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Kingfisher Way - 2601	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Langtons Lane - 2674	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Linnings Road - 2726	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Lowood Minden Road - 2766	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Mary Street Esk - 2871	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Minden Post Office Road - 2933	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Muckerts Lane - 3009	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Noblewood Crescent - 3071	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Outlook Drive - 3163	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Regent Road - 3333	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Sandford Street - 3444	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Skew Gully Road - 3560	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Titmarsh Circuit - 3727	2
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Wolffs Lane - 3938	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Wyatts Road - 3965	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Avoca Creek Road - 0591	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Banks Creek Road - 0615	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Bellambi Street - 0664	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Brisbane Valley Highway - RMPC - 0042	3
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Clarendon Road - 0920	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Highland Street - 2369	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Lowood Minden Road - 2766	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Monks Road - 2952	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Prospect Street - 3290	1



Service Request by Types

Date Created To: >= 1/11/2023, Date
Created From: <= 30/11/2023

12-Dec-2023

Categories	Total
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Railway Street Lowood - 3307	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Rasmussen Road Mount Archer - 3325	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Regent Road - 3333	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Sandpiper Drive - 3446	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Smallwoods Road - 3568	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Wolffs Lane - 3938	2
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Wyatts Road - 3965	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Aspera Street - 0581	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Brisbane Valley Rail Trail BVRT Fernvale Lowood - 0786	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Mary Street Kilcoy - 2872	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Pelican Street - 3226	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Drem Street - 1715	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Ellen Street - 1780	1
\Customer Service Requests\Roads - Bridges - Drainage\Bridgework\Esk Kilcoy Road Ch 14.48 OSheas Crossing - 257	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Gatton Esk Road - 4144	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Rasmussen Road Mount Archer - 3325	1
\Customer Service Requests\Facilities Maintenance\Air-conditioning\Lowood library	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Coominya park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Fernvale Community Hall	1
\Customer Service Requests\Facilities Maintenance\Electrical\Coominya railway station	2
\Customer Service Requests\Facilities Maintenance\Electrical\Esk library	1
\Customer Service Requests\Facilities Maintenance\Electrical\Esk racecourse showgrounds	1
\Customer Service Requests\Facilities Maintenance\Electrical\Kilcoy Anzac Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Electrical\Lowood Walters Street building	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Esk Somerset Civic Centre	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Harlin Sim Lord Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Kilcoy Anzac Park - public toilet	2
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Kilcoy Yowie Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Lowood Jensen Swamp Reserve	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture	1



Categories	Total
and fixtures\Lowood library	
\Customer Service Requests\Facilities Maintenance\Grounds maintenance\Esk Pipeliner Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Grounds maintenance\Fernvale campdraft grounds	1
\Customer Service Requests\Facilities Maintenance\Pest control\Esk works depot	1
\Customer Service Requests\Facilities Maintenance\Pest control\Lowood Swimming pool	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Coominya railway station	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Esk Pipeliner Park - public toilet	3
\Customer Service Requests\Facilities Maintenance\Plumbing\Esk Rec Reserve - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Esk Somerset Civic Centre	2
\Customer Service Requests\Facilities Maintenance\Plumbing\Esk works depot	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Fernvale BVH Rest Area - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Fernvale Stumer Park - public toilet	2
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy Anzac Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy William St - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy works depot	2
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy Yowie Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Lowood Clock Park - public toilet	2
\Customer Service Requests\Facilities Maintenance\Plumbing\Lowood Jensen Swamp Reserve	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Lowood railway station	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Lowood Recreation Complex	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Moore Stanley Gates Park - public toilet	3
\Customer Service Requests\Facilities Maintenance\Roofing and guttering\Esk Somerset Civic Centre	1
\Customer Service Requests\Facilities Maintenance\Roofing and guttering\Kilcoy works depot	1
\Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Lowood CCTV	2
\Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Toogoolawah gym - McConnell Park	1
\Customer Service Requests\Facilities Maintenance\Signage\Lowood library	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Esk Hampton Road	2
\Customer Service Requests\Facilities Maintenance\Electrical\Esk Memorial Park	1
\Customer Service Requests\Animal\Dog, Attacks - After Hour Callouts	1
\Customer Service Requests\Animal\Livestock, Wandering at Large - After Hour Callouts	17
\Customer Service Requests\Parks\Maintenance requests for parks	2



Service Request by Types

Date Created To: >= 1/11/2023, Date
Created From: <= 30/11/2023

12-Dec-2023

Categories	Total
except for Savages Crossing and Twin Bridges	
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Dalla Place - 1651	2
\Customer Service Requests\Overgrown Allotments\2023 - Privately Owned Land Overgrown	5
<i>Total Service Requests:</i>	<hr/> 399

HR AND CUSTOMER SERVICE
SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer

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

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

Date: 12 December 2023

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

File Ref: Community Relations – Sponsorships – Somerset Excellence Bursaries

Action Officer: CEO / DHRCS

Background/Summary

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

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

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

Council received four (3) excellence bursary applications for November 2023. Somerset Excellence Bursary applications awarded for the month of November 2023 as detailed below:

Applicant	Bursary Recipient	Doc Id	Field	Level	Event
Mikaela Melville	Carter Melville	1555600	Cricket	Regional	Carter has been selected to play for the Under 12 Darling Downs and South West Queensland Cricket team in the Ian Healy Cup being held in North Pine Sports Club Brisbane 8- 12 January 2024.

Nicole Bennett	Lucy Bennett	1556117	Umpire for School Sport Softball	State	Lucy has been selected as one of only two, to be selected to represent Queensland as a student official umpire for the 10-12 years School Sports Softball National Championships held in Adelaide 20-24 November 2023.
Paul Macknamara	Paul Macknamara	1564036	AFL	International	Paul has been selected to partake in the 2024 AFL Masters Tour of Ireland in the men's 50+ years masters team being held in Galway and Cavan, Ireland from 9-16 March 2024.

Attachments

Nil.

Recommendation

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

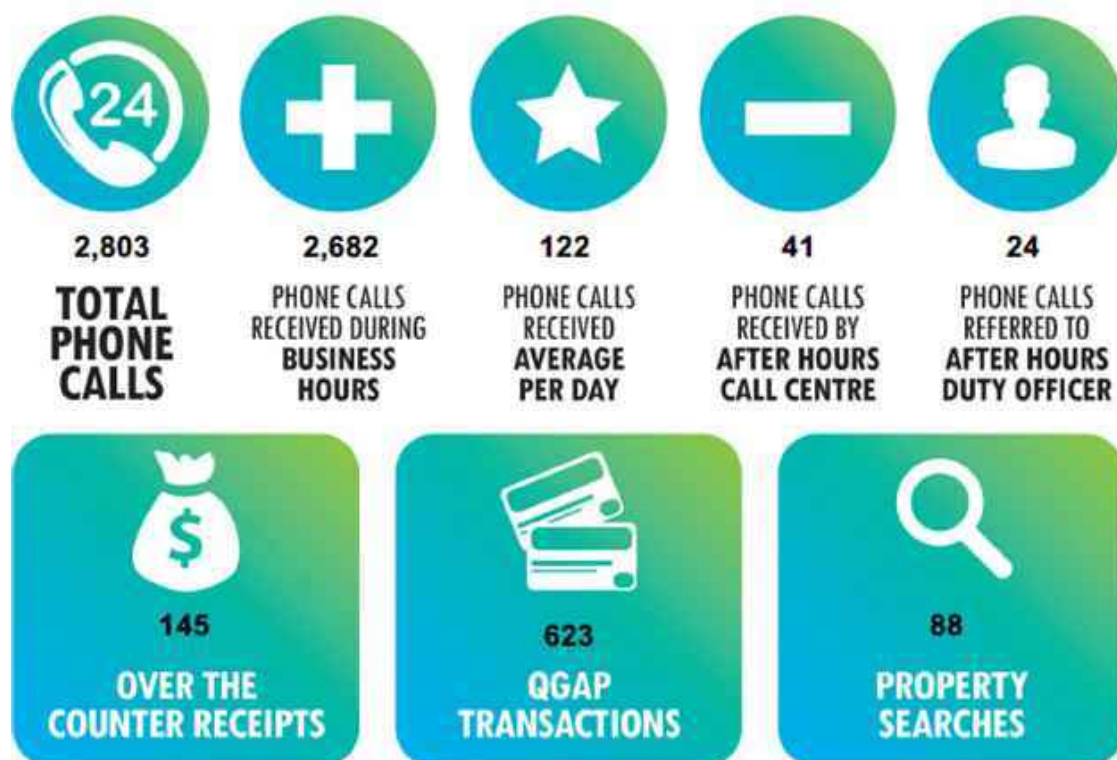
SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Allison Brunton, Customer Service Coordinator
Director: Kerri-Lee Jones, Director HR and Customer Service
Date: 12 December 2023
Subject: Customer Service Report – November 2023
File Ref: Officers Report
Action Officer: (CSC) Customer Service Coordinator

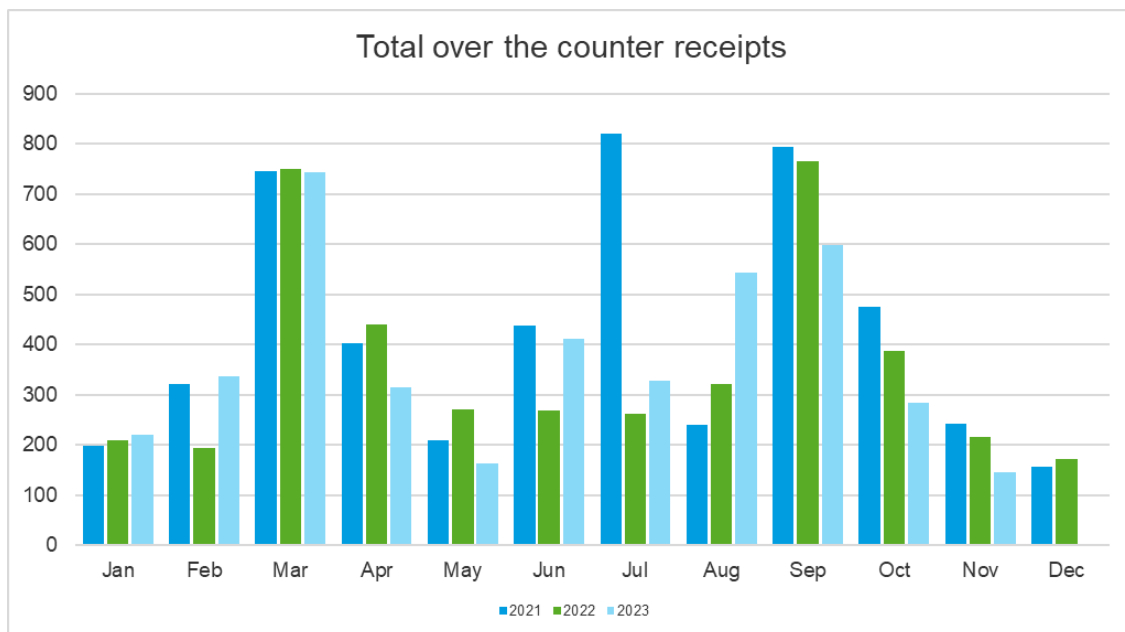
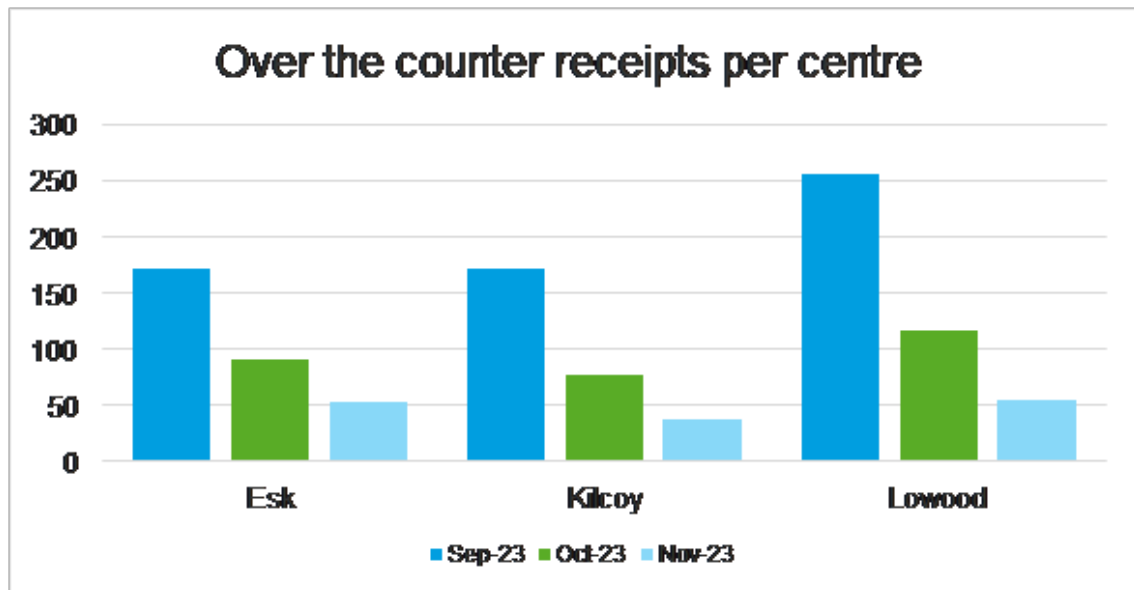
Background/Summary

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

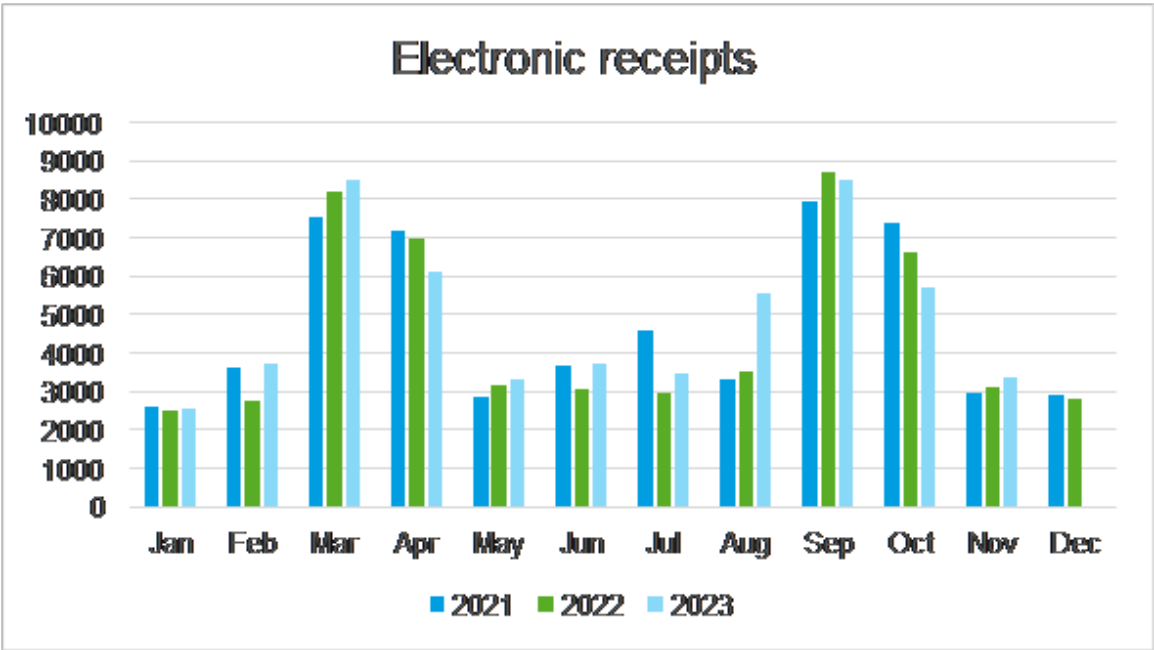
Summary for November 2023



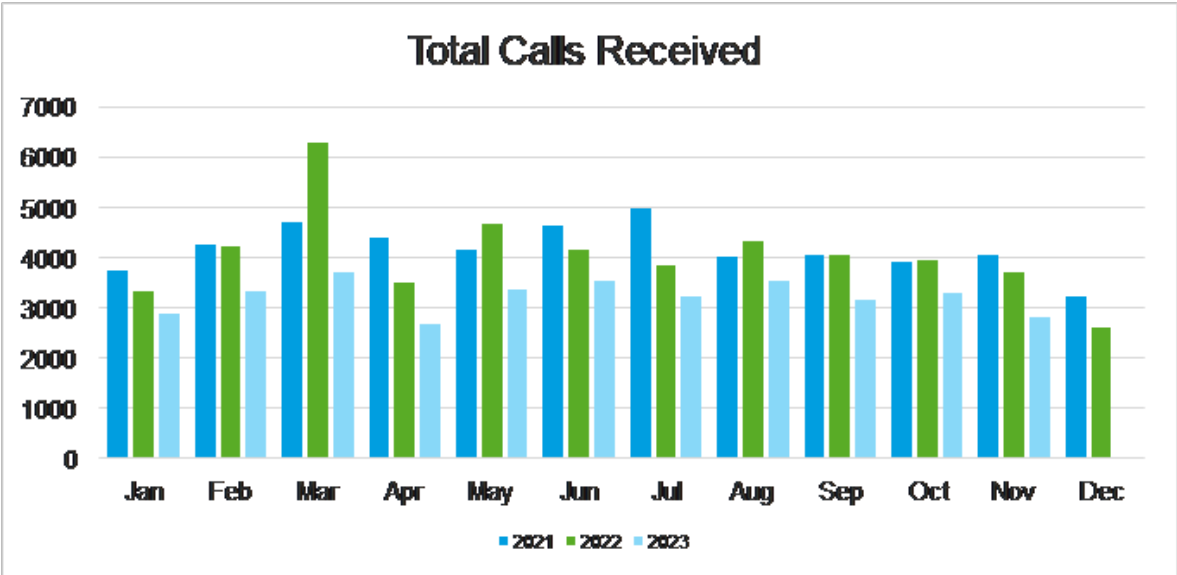
The below table shows the number of Council financial transactions that were taken over the counter at each of the customer service centres in the region for November 2023. These numbers include cheques that were posted into the Council. In total there was 145 financial transactions across the three customer service centres with 52 at Esk Administration Centre, 38 at Kilcoy Customer Service Centre and 55 at Lowood Customer Service Centre for November 2023.



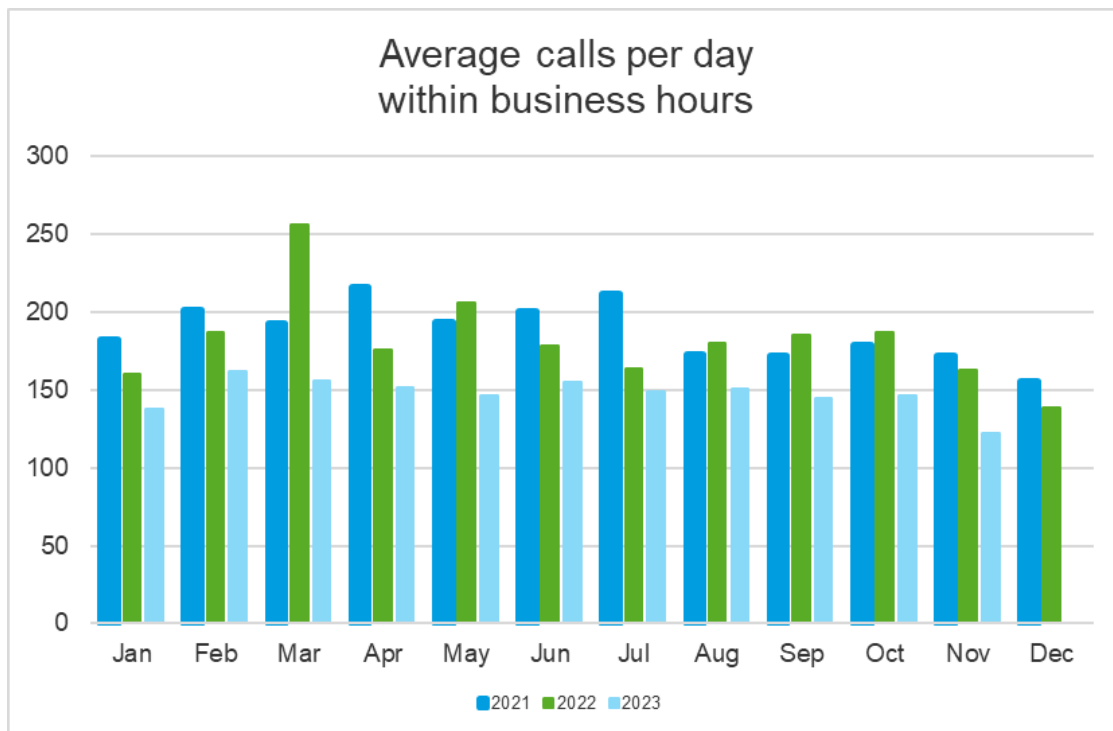
The below table illustrates all other financial transactions (excluding over the counter receipts) received at Council and processed by the finance department. These are BPay and EFT (electronic funds transfer) transactions for payments such as rates, animal registration etc.



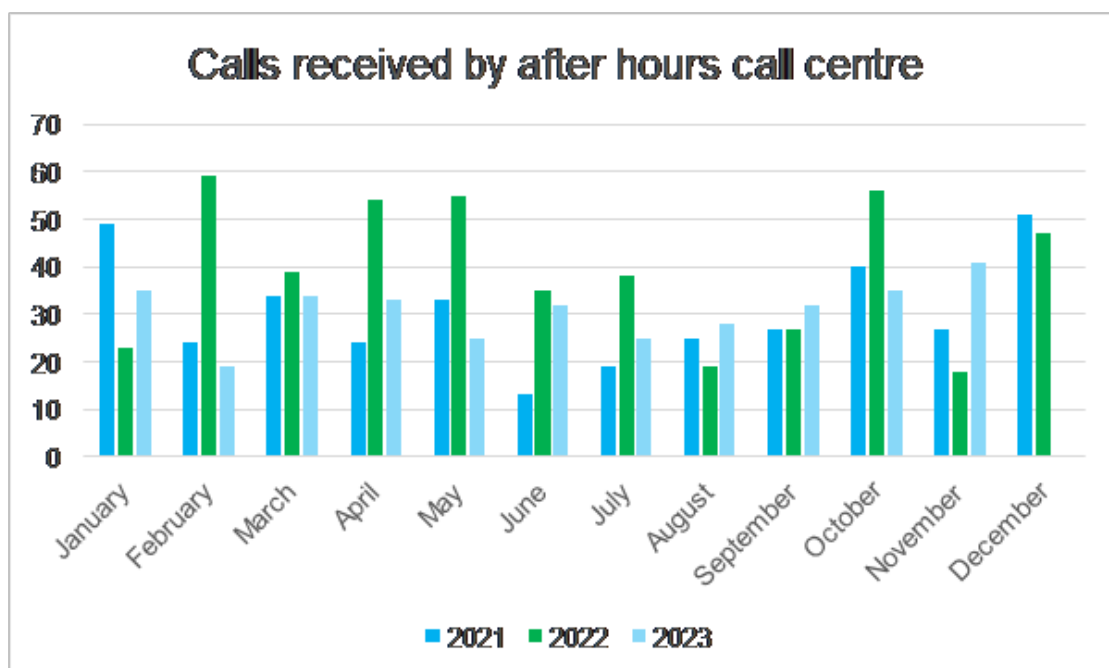
Below are the total number of calls received into the Council main phone line (07 5424 4000), including out of hours, compared to previous calendar years. Calls received does not include internal calls made within Council, or outbound calls. There were 2,803 calls received for the month November 2023. This is a decrease of 499 calls compared to October 2023. Compared to November 2022 there was a decrease of 886 calls for the month.



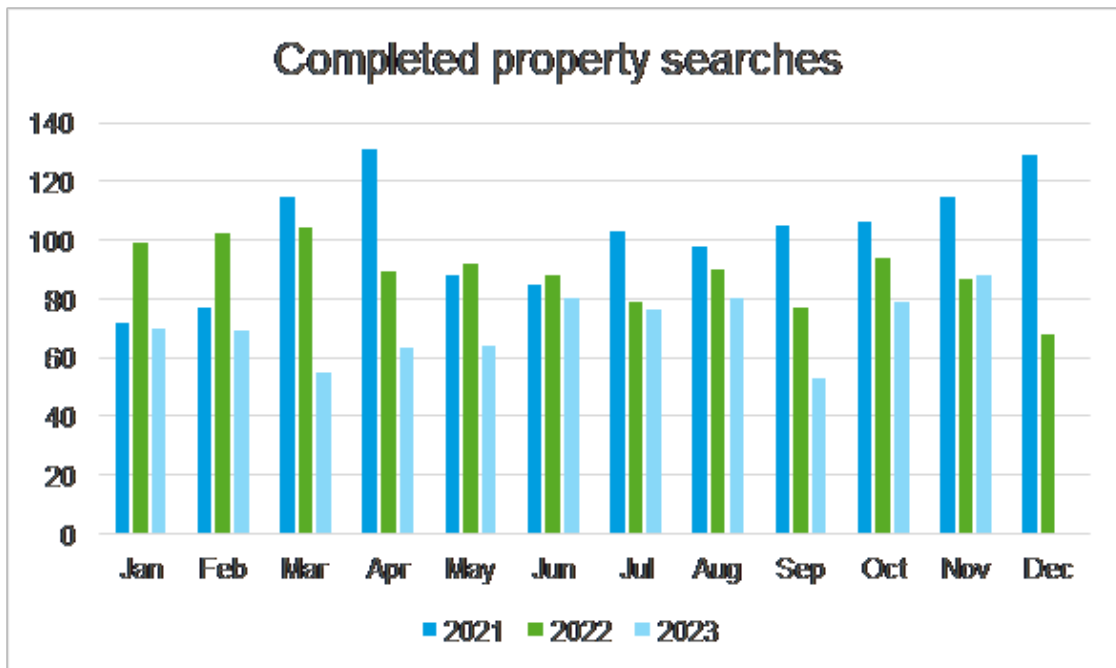
Listed below is a comparison of the average calls received per day within business hours. On average there were 122 calls received each business day for November 2023, which was a decrease of 25 calls on average per day from October 2023. Compared to November 2022 there was a decrease of 40 calls on average per day.



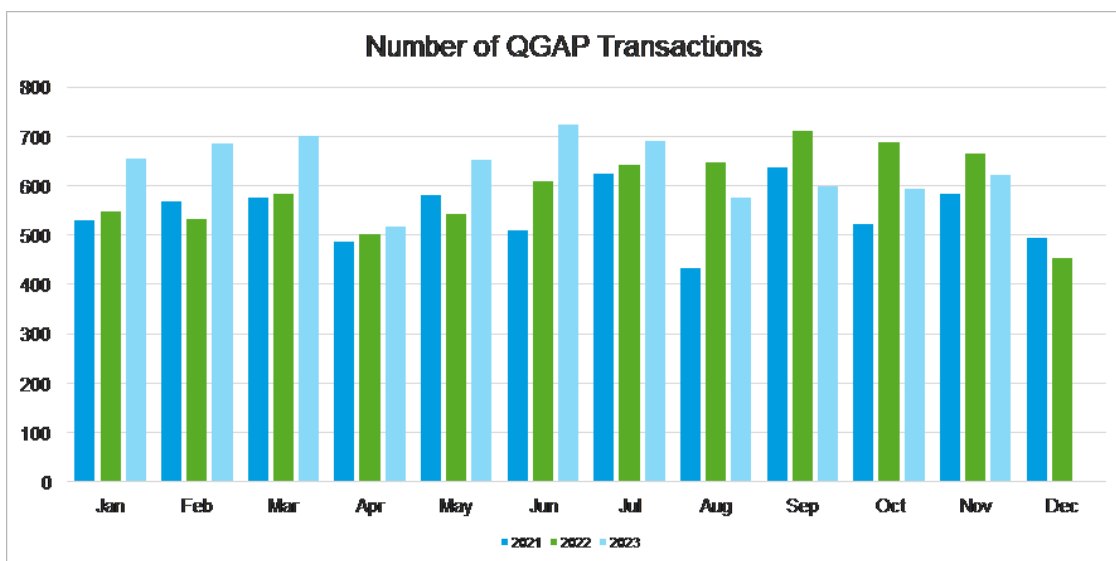
There were 2,682 calls received during business hours and 121 out of hours. Of the 121 calls received out of hours, 41 calls transferred to the afterhours call centre. There was an increase of six calls to Council's afterhours provider compared to October 2023.



For the month of November 2023 there were 88 property searches completed for prospective purchasers. This increased by 9 completed searches for the month compared to October 2023.



There were 623 Queensland Government Agent Program (QGAP) transactions for the Lowood QGAP agency in November 2023. On average there were 28 transactions per business day in November which is the same on average as October 2023.



Attachments

Nil

Recommendation

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

**CHIEF EXECUTIVE OFFICER
SOMERSET REGIONAL COUNCIL - Officer's Report**

From: Andrew Johnson, Chief Executive Officer
Date: 12 December 2023
Subject: Regional Precincts and Partnership Program.
File Ref: State and Federal Government Liaison
Action Officer: CEO

Background/Summary

At the Ordinary Council Meeting on 27 September 2023, Council made the following decision.

“THAT Council write to the Minister for Infrastructure, Transport, Regional Development and Local Government and the Minister for Regional Development, Local Government and Territories objecting to the exclusion of Somerset Regional Council from the Australian Government's Regional Precincts and Partnerships Program stream one (RPPP) due to geography and notes that Somerset Regional Council towns like Toogoolawah that are apparently considered part of Greater Brisbane and therefore ineligible under RPPP are further from Brisbane CBD than eligible major urban population centres like Surfers Paradise and Maroochydore”

Council has received the attached letter from the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government, outlining that the Government currently has no plans to modify the geographic eligibility of the Greater Capital City Statistical Areas (GCCSA) for the program, nor is it possible for prospective applicants to be granted an exemption to the criteria.

The letter advises that Council will be eligible to apply for the urban Precincts and Partnership Program (uPPP) and the Thriving Suburbs Program.

This advice remains disappointing as Somerset is clearly a rural regional council with polar differences to the large SEQ Cites. Yet it still remains that the GCCSA does not capture Gold Coast and Sunshine Coast Councils who are eligible to apply for the Growing Regions and RPP Programs.

Council may wish to consider the following options:

1. Accept the advice as provided and seek direct engagement with the Commonwealth Department regarding the eligibility criteria for the uPPP. Once baseline eligibility criteria are known, Council Officer focuses on appropriate submissions under the uPPP.
2. Council writes to our neighbouring rural based Council, Scenic Rim and Lockyer Valley Regional Councils, which are also impacted by the GCCSA, seeking their interest in a joint campaign and potential deputation to the Hon Catherine King MP to try and attempt to have rural based Council's either removed or exempted from the GCCSA.

Attachments

Letter from the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government.

Recommendation

THAT Council writes:

1. to the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government, thanking her for her letter and Council's desire to engage with the Department regarding the eligibility criteria for the Urban Precincts and Partnership Program (uPPP). Notwithstanding, Council remains disappointed that the Commonwealth Government has no plans to modify the geographic eligibility of the Greater Capital City Statistical Areas (GCCSA), particularly because Somerset Regional Council is a rural-based local government.
2. to Scenic Rim and Lockyer Valley Regional Council seeking their interest in a joint campaign and potential deputation to the Hon Catherine King MP to try and attempt to have rural based Council's either removed or exempted from the GCCSA for Commonwealth Grant Programs, such as the Growing Regions and Regional Precincts and Partnerships Programs.



Office of the Hon Catherine King MP

**Minister for Infrastructure, Transport, Regional Development and Local Government
Member for Ballarat**

Ref: MC23-069208

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

via: mail@somerset.qld.gov.au

Dear Mr Johnson,

Thank you for your letter of 10 October 2023 to the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government, regarding the requirements for eligibility for the regional Precincts and Partnerships Program (rPPP). The Minister has asked me to respond on her behalf and I apologise for the delay in doing so.

As you may be aware, the Australian Government announced the rPPP in the October 2022-23 Budget, and the program opened for applications on 24 August 2023. The Grant Guidelines outline that projects or precincts eligible for funding under the rPPP must be located in a regional, rural or remote location, outside the Australian Bureau of Statistics' (ABS) Greater Capital City Statistical Areas (GCCSA). As noted in your correspondence, the ABS classifies Somerset Regional Council as within the Brisbane GCCSA. As such projects within this area are ineligible for the rPPP.

The GCCSAs provide an up-to-date definition of the functional area of the major capital cities for all eight state and territories. To ensure a clear, fair and consistent approach in delivery of our grant programs, there are currently no plans to modify the geographic eligibility for the program, nor is it possible for prospective applicants to be granted an exemption to the criteria.

As you have noted, Somerset Regional Council will be eligible for the urban Precincts and Partnerships Program (uPPP), which is in the early stage of design and consultation, with funding available from 1 July 2024. In the May 2023-24 Budget, the Government committed \$150 million over three years from 2024-25, to support the place-based priorities of urban communities through the uPPP.

Relevant project or precincts located inside the GCCSA will also be eligible to apply for the Thriving Suburbs Program which was also announced in the May 2023-24 Budget. This \$200 million program will provide access to funding for capital works for community and


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economic infrastructure that enhances liveability and prosperity in urban and suburban communities.

The program will be open and competitive with grants awarded on a merit basis. Information on program guidelines, eligibility criteria and the application process will be provided shortly on the Department of Infrastructure, Transport, Regional Development, Communications and the Arts' website at www.infrastructure.gov.au.

The Minister encourages interested organisations to consider the suitability of these programs once the guidelines are available.

Thank you for bringing your concerns to the Minister's attention.

Yours sincerely,


Joseph Solomon
Chief of Staff

14 / 11 / 2023

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 December 2023
Subject: Kilcoy Motocross Event Management Plan 2024
File Ref: SRS/Council Properties/Leasing Out
Action Officer: DCORP

Background/Summary

2024 Calendar and Event Management Plan

The lease for the Motocross requires the preparation of an annual event management plan. Attached please find the proposed Event Management Plan and Calendar of Events proposed for 2024.

The Club has requested a similar number of days consistent with previous years. However, further clarity is detailed below regarding coaching activities.

The event management plan proposed for 2024 includes:

Activity	Days per year 2024	Days per year 2023
Practice	13	13
Competition (Club Race Days 8 Somerset Series 2) 1 National / State 2 day Event with the possibility of a second. [Note: Date for the 2 day National Event TBC with Motorcycling Queensland.] The second event is an allowance for the use of the track by MQ for a national event should the official race day at a different track be rained out.	12 (8 club events, 2 Somerset Series and 1 MQ event which is a 2-day event)	12 (10 events, 2 of which are 2-day events)
Coaching (Saturdays 2024)	10	10
Week Day Coaching Clinics (afternoon only)	24 (2 per month)	24 (2 per month)
Coaching School (on weekend or school holidays)	3 clinics - 1 to 4 days 9 days proposed	3 clinics – 1 to 4 days 9 days proposed

The club has reduced days of use for the 2024 calendar. Competition days will decrease by two days. These days are the highest participation and attendance days. Practice days are also decreased by two days for the 2024 calendar.

Week Day Coaching Clinics (afternoon only)

The Club has various coaches that would like the opportunity to host coaching clinics that are 5 hours within 8.30am – 5.00pm on various week day afternoons, with attendees expected to be in the order of 8 – 25 people. Two (2) week day coaching sessions per month are requested.

The Club has also proposed that occasionally, if this session is not used for coaching, the Club may utilise this time for a practice session for no more than 25 riders.

Coaching School (1 – 4 days on weekend or school holidays)

Additionally, from time to time coaches throughout Australia will book the track for between

1 - 4 days for an intensive coaching school to be held on a weekend or during school holidays. Rider numbers would be approximately 10 - 40 depending on the length of the coaching clinic, and the number of coaches available to provide tuition as per student / teacher ratios.

The Club advises that as the riders will be learning different skills including off bike fitness, nutrition etc the noise is limited in comparison to a race day. The focus is more on developing skills than speed. It is also a requirement of Motorcycling Australia that all riders must complete 5 hours of competency with an accredited coach prior to moving up to a higher capacity bike.

Council has previously limited sessions of this type to a maximum of 10 days per year. The dates are nominated in the calendar.

Coaching - Weekend

These days have been set as Saturdays only. Previously the timing of the Weekend Coaching was not advised.

Additional or Substitute Days

As per the Event Management Plan for 2023, any substitute days need to be approved by Council, no additional days will be considered to the overall number of days.

Event Management Plan Review

The Event Management Plan for 2024 (as approved plus additional Council requirements set by resolution) have been reviewed and compared to the 2023 Event Management Plan to ensure the 2024 Plan includes all requirements set by Council.

Changes made by the club are as follows:

Background

Membership 2024 - 505 (2023 - 500)

One national event proposed in 2024 (2 events in 2023), 1 additional Event proposed 2024 if that event is rained out at the track it is proposed to be undertaken.

Event Schedule

National events may include:

National Events – SEQ MX Series – date to be advised by MQ

Coaching

Coaching will be week days in 2024. There are also three holiday clinics proposed.

Patron Details

Club race days in 2023 – 200 riders average attendance. No noise exceedances recorded during testing.

Toilets and Showers

Club Race days – an additional 5 port-a-loos to be provided 2024.

The Event Management Plan proposed by the club for 2024 meets all the requirements previously set by Council.

For the 2023 year there were no reported noise issues. Sound measurements were provided from each event. The club had indicated action taken where a motorbike did not meet requirements. This has resulted in significantly improved compliance with sound tests during 2023. Due to no noise issues and ongoing reporting to Council there was no need for an external sound test in 2023. Notwithstanding, there were some other issues raised associated with camping and litter management, with corrective action taken by the club.

Land Management Plan

Council has previously resolved to grant a lease to the Kilcoy Motorcycle Club (the Club) over Lots 1 and 2 SP134321 located at Neurum Road, Kilcoy. The current lease of the site

expires on 31 December 2025. The Kilcoy Motocross are in agreement with the lease proposal put forward and are working on the Land Management Plan as agreed.

The terms and conditions to be included within the Land Management Plan are being developed and will be workshopped. Consultation with the club is underway. Additionally, the Land Management Plan will require public consultation.

Attachments

Attachment 1 – Event Management Plan 2024
Attachment 2 – Calendar of Events 2024

Recommendation

THAT Council:

1. Approve the proposed Event Management Plan and Calendar of Events for 2024 for the Kilcoy Motorcycle Club, comprising 12 competition days, 13 practice days, 10 coaching days, 24 week day clinics (5 hour session only) and 9 coaching school holiday clinics, and
2. Advise the Kilcoy Motorcycle club and Motorcycle Queensland that Council expects the club to assist Council with finalising the Land Management Plan prior to entering into a new five year lease of the current site and the club must fund and undertake a needs analysis, site assessment and masterplan outlining the future direction of the club, including the potential need for alternate location(s).



Kilcoy Motorcycle Club Inc Event Management Plan – 2024

After Hours Contact:

President: Aaron Kempster – 0413 648 766

Club Secretary: Toby Wirth (Acting) – 0488 213 546

BACKGROUND

The Kilcoy Motorcycle Club is located at Glenfern Park, Neurum Road, Kilcoy and has been operating for over 40 years. The principal activity of the Kilcoy Motorcycle Club Inc. ('the Club') is to promote and provide facilities and services to enable the promotion of motocross sport in a family friendly environment.

The club is affiliated with Motorcycling Queensland and as such, is governed by strict guidelines put in place by Motorcycling Australia and Motorcycling Queensland. These rules are enforced for the safety and fair enjoyment of the sport.

The Kilcoy Motorcycle Club is predominantly a members - only Club holding practice days (open to members and non-members) and Club race days (open to members only) each month. Current membership of the Club is approximately 505 members.

The Club will host approximately two (2) National events throughout the year that allows for nonmember participation by nominating and paying race fees online through Ridernet. Non-members of the Club participating in National Events must hold a National Motorcycling Competitor Licence.

The Kilcoy Motorcycle Club does not provide gambling facilities or cigarette sales.

EVENT SCHEDULE

Regular events to be scheduled for 2023 include:

- 8 x club race days
- 2 x Interclub Events (Somerset Series)
- 13 x practice days. Attendance varies at practice days as some riders will be competing at other events throughout the state. In 2022, there was a maximum attendance of around 200 riders and in some instances, as low as 125 riders.

This year we are nominating for 2 National events. This is as follow:

- Events TBA – Held over a Saturday and Sunday
- Rain out dates marked in Calendar

(Dates to be confirmed by Motorcycling Australia and Motorcycling Queensland)



Coaching:

During Coaching sessions riders will be learning different skills including off bike fitness, nutrition etc they are not as noisy as a race day as the focus is more on developing skills than speed. **It is a requirement of Motorcycling Australia that all junior riders must complete five (5) hours of competency with an accredited coach prior to moving up to a higher capacity bike.**

- 10 x Saturday coaching days: The Club has various coaches that would like the opportunity to coach from 8.30am – 4:00pm on various Saturdays.
- 3 x school holiday coaching schools: From time to time, coaches throughout Australia will book the track for between 1-4 days for an intensive coaching school. Three (3) holiday coaching schools have been included in the calendar. The hours for each day of the coaching schools is 8.30am – 4.00pm. Approximate rider numbers would be 10-40 depending on the length of the school and the number of coaches available to provide tuition as per student/teacher ratios.
- Weekday coaching: The Club has various coaches that would like the opportunity to coach for a 5 hour session between 8:30am to 5:00pm on various weekday afternoons. Two (2) weekday coaching sessions per month have been included in the calendar. Numbers attending these sessions are expected to be 8-25. Occasionally, if this session is not used for coaching, the club may utilize this time for a practice session where the number is not expected to be over 25 riders.

DESCRIPTION OF EVENTS

Race days consist of class based races broken up into Divisions. For example, club day format is:

- 50cc Demonstration only - 4-under 9 years
- 50cc Auto – 7 - under 9 years
- 65cc – 7-11 years
- Mini Lites standard wheel 9-11 years - 85cc 2 stroke or 150cc 4 stroke
- Mini Lites big wheel 12-15 years - 85cc 2 stroke or 150cc 4 stroke
- Junior Lites 13 -15 years - 100 - 150cc 2 stroke or 200 - 250cc 4 stroke
- MX3 14 -under 18 years - 122cc to 150cc 2-stroke & 250cc 4-stroke Wheel sizes: 16"-19" rear and 19"-21" front
- Senior Lites – up to 250cc – 2 or 4 stroke
- Senior Open – over 255cc
- Veterans – over 35 years
- Women

During national events and dependent on the number of entries on a club day, each individual class may then be broken down again into grades/ages to accommodate the larger groups for rider safety.



TIMING OF EVENTS

Typically, all **competition events** will commence with sign on and machine scrutineering from 6:00am - 7:45am. Rider's briefing is from 7:50am. A practice round for each class is from 8:00am - 9:30am, followed by scheduled racing for the day. Depending on the flow of racing (determined by injuries and the number of times watering is required), racing concludes between 4:00pm – 4:30pm followed by trophy presentation. Gates are usually locked by 5:30pm - 6:00pm, once rubbish collection has been completed.

On **practice days**, sign on is open from 7:30am with riding commencing at 9:00am and concluding at 3:30pm.

Weekend coaching is from 8:30am – 4:00pm.

Weekday coaching is a 5 hour session between 8:30am & 5:00pm

School Holiday Coaching is 8.30am – 4.00pm

EVENT MANAGERS

Kilcoy events are managed by the Executive Committee. Currently the office bearers are:

- President: Aaron Kempster – 0413 648 766
- Club Secretary: Toby Wirth (Acting) – 0488 213 546
- Treasurer: Tabitha McNulty – 0433457612

On competition days qualified and licensed officials control the event, including Clerk of the Course, Race Steward and Race Secretary. During a National Event, the event is controlled by the National Event Manager and not the Executives of the Club.

PATRON DETAILS

Patrons of the Club include riders and their families. Junior riders up to the age of 18 years must be accompanied by at least one (1) parent/guardian. All riders must sign on at the start of the day, and their bikes and protective gear is inspected and approved prior to commencement of racing. All riders must hold a current licence with Motorcycling Australia. A requirement of this licence for junior riders is that they complete a riders' assessment when moving to a higher capacity bike with an accredited coach to ensure riders are familiar with all safety requirements and can control their machine.

Club race days can attract up to 290 riders, with National events attracting up to 300 riders over the weekend, (Juniors on Saturday and Senior riders on Sunday).



EVENT PROMOTIONS AND NOMINATIONS

Club race days and practice days are advertised through the Club Facebook page, Club website and the Motorcycling Queensland website. A list of agreed dates is also included on the Club's website.

Riders must attend sign on, machine scrutineering and rider's briefing prior to the commencement of racing. Parents/guardians of riders under 18 years must also attend riders briefing. Race nomination fees and membership fees (if applicable) are paid at sign on.

National Events are managed in conjunction with the event promoters. The promoter collects all funds for nomination fees and Kilcoy Motorcycle Club works closely with the various promoters to ensure a safe and successful event. Once the track has been booked for a National event, the event is then in the control of the National Event Manager (Motorcycling Queensland or its nominated event manager such as Queensland Motocross). The Club does not have any control over how the event is managed in terms of event nominations, race scheduling, use of the public announcement system or official decisions. The Club does manage the facilities such as canteen, toilets, showers, waste and rubbish removal throughout the event.

EVENT CALENDAR

The event calendar is made available to the Club by Motorcycling Queensland in December each year. On receipt of the calendar, the Club will forward a copy to Council and also display the calendar on the website. Any additional or substitute days due to weather, track conditions or at the discretion of Motorcycling Queensland will be brought to the attention of Council for approval. Prompt response from Council will assist with efficient rescheduling procedures with governing bodies and Club members. Our Club Secretary has been trying to confirm our calendar of events with Motorcycling Queensland however The Event Calendar is yet to be advised. We will endeavour to do our best to not request changes.

In an effort to reduce the need to make changes to the calendar of events the Club proposes that we only use 8 of the Club day/Practice Day events as Club Days, 2 as Interclub Events and the remainder will be used for Practice days. This allows the club to change between club days and practice days should we have weather events or other interruptions to our calendar of events. Noting the difference between a Club Day and Practice Day is the start and finish times. Club days bikes are on the track between 8:00am and 4:30pm and Practice Days bikes are on the 9:00am and 3:30pm.

The club is required to advise Council within 48 hours of an approved day being cancelled due to weather, track conditions, etc. Any cancelled events or subsequent changes to the Event Calendar are required to be updated on the Club website within 48 hours of Council granting approval to the requested change.

NOISE

All machines must comply with the requirements of Motorcycling Australia in regard to their noise output. Competition machines cannot be started prior to 8:00am. Fireworks are not permitted at any event.



From 1 July 2013, as an affiliated Motorcycling Queensland Club, Kilcoy Motorcycle Club will be operating under the standard as per FIM (Federation Internationale de Motocyclisme). Noise output cannot exceed 112dB/A plus a 2dB/A as measured at 2m from exhaust with machine at full throttle. The Club has trained volunteers in the use of the sound testing equipment and conducts random noise testing across all classes of bikes at each meeting.

At least one (1) sound test per year will be undertaken by a professional sound testing service, at the Club's expense. The professional sound testing service provider and the date/time the testing is undertaken will be determined by Council.

Records of sound measurements of motorbikes during scrutineering are to be submitted to Council after all practice days and competition days, as outlined in the calendar. Where motorbikes fail to meet the standard during testing, the Club is to provide advice regarding action taken. These noise measurement regimes implemented are to the satisfaction of the Chief Executive Officer of Somerset Regional Council.

The use of the public announcement (PA) system is required for safety purposes. In the mornings, it is used to advise riders that they must attend scrutineering. These are short 20 second announcements which occur approximately 4-5 times between 7:00am and 8:00am. The PA is then used by the Clerk of the Course for rider's briefing for approximately 10-15 minutes between 7:50am and 8:15am. It will then be used periodically throughout the day to advise riders of any safety information, calling riders to the marshalling area or changes to schedule.

During a National event and some club days, it will also be used by the announcer to commentate each race. It is then used for about 30 minutes at the end of the day for trophy presentation. On club race days, the PA system will not be used until 7:00am. At times, there may be an announcer for club race days, who will use the PA system through the day to commentate on the races, although this will not occur until after 9:00am.

In an effort to minimize the noise from the PA system, the speakers are faced downwards and away from the road where possible.

The noise from events must be within levels acceptable for open-air events as specified in s440X of the *Environmental Protection Act 1994* (as amended from time to time) and any relevant measurement requirements outlined in the Department of Environment and Science's 'Noise Measurement Manual' (as amended from time to time). This applies to all events, whether a Club, State or National event. No audible noise is permitted before 7:00am at a sensitive receptor.

PARKING

Riders and/or visitors are required to park within the Club grounds. Council has granted permission for two (2) disabled parking spots outside the gate (closest to Woodford). The Club does not encourage spectators to park outside the gate and checks are carried out on a regular basis. Riders



and spectators are advised through regular announcements throughout the day that they may not park outside the venue. At times, the Police conduct drive by checks.

During major national events, the Club will make an approach to the neighbouring property behind the track to determine if spectators may park in this area. Should this not be possible, spectators will then be accommodated down the back. If it is anticipated that this will not be a sufficient area, then Council shall be approached for temporary approval to allow spectators to use the area outside the premises near Runge Road (grassy area). This would be roped off to provide additional spectator parking. Parking will be directed by a club volunteer to ensure parking does not take place in an area which could have restricted visibility or be potentially unsafe.

TOILETS AND SHOWERS

There is a fixed ablution block which has three (3) showers and three (3) toilets each for males and females. Wastewater is pumped into a holding tank where it is then collected by a local business. Rainwater is collected for use. When this is not sufficient, town water is brought in by a local water carrier as required.

On standard club race days, an additional five (5) portaloos are provided, including one (1) with wheelchair access. These portaloos are unisex and are placed at intervals throughout the site for easy access.

For National events, additional unisex portaloos are provided. As there are always more males than females (both riders and spectators), unisex portaloos are used, giving female attendees the option of either use the portaloos or the fixed ablution block.

The ablution block waste tank is emptied each day, and both portaloos and fixed ablution block is cleaned and checked several times throughout the day. Some riders have their own caravans which have toilet and shower facilities, therefore not requiring the use of Club facilities.

RUBBISH REMOVAL

Wheelie bins are placed throughout the grounds for rubbish collection. There are also bins in the fixed ablution facilities. Four (4) large skip bins are also situated on the grounds. At the conclusion of each event, the volunteers patrol the grounds, collecting any additional rubbish and disposing in the skip bins. The skip bins are emptied after every event by JJ Richards.

For National events, the Club has been able to borrow an additional ten (10) wheelie bins from Council, cleaning and leaving them out for collection at the end of the weekend. This service is greatly appreciated by the Club.

WASTE DISPOSAL

From time to time, riders may need to perform oil changes on their bikes while at the track. In most instances, they have their own containers to collect waste oil. An additional drum has been provided for the collection of oil and other similar waste products, which is then disposed of by the Club. The



drum is located against the wall of the amenities block at the canteen end. This is one of the highest points in the club grounds, which limits the possibility of the container being affected by flood. Under no circumstances will waste of any kind be disposed of onsite, with the exception of irrigation of wastewater (run off from the pit and track areas) back onto the race track.

LIGHTING AND POWER

Electricity is supplied to the Canteen and fixed ablution facilities for lighting, with some overhead security lighting throughout the grounds. Should patrons wish to camp overnight for weekend events, they bring their own generator operated lighting. Lighting remains on during the night on these occasions at the ablution facilities and throughout the grounds.

OVERNIGHT CAMPING

With the reduction in the number of available motocross tracks in South East Queensland, more riders are coming from considerable distances to ride. As scrutineering starts from 6:00am, this could mean riders would have to leave their homes up to five (5) hours earlier in order to get to the track on time. Therefore, camping within the grounds is available to riders the afternoon prior to an event. There are Club rules associated with this facility and include:

- Entry is not permitted prior to 12:00pm the afternoon prior to racing
- Entry is not permitted after 8:00pm the evening prior to racing
- All vehicles must be parked within club grounds
- All riders under 16 must be in their own campsite by 8:30pm
- All generators must be turned off by 10:00pm
- Noise including music is to be kept to a minimum and is to be turned off by 10:00pm
- Minimum use of motorized vehicles e.g. buggies, through the grounds
- All riders/visitors are to vacate the site at the conclusion of racing on the last day in order for the Club to lock the gates
- Up to 60 campsites will be utilised on club race day and practice day events, however the Club requests that 80 campsites be approved for overnight use each day of a National event which takes place usually three (3) times per year. During the day, there will be considerably more 'quick shades' erected which are not camping sites. These are shade covers to protect riders from the elements during the day. The area is not promoted as a campground.

If there are greater numbers of riders expected than usual, final riding instructions shall encourage the use of local camping facilities such as the Kilcoy Showgrounds. Directions, booking information etc shall be forwarded to riders in the final instructions. If necessary, bookings will be taken for the Club camping facilities and all other riders shall be required to use Council camping facilities.

PIT SITES

There is a total of 60 pit sites available for people to hire as a sponsored site for the year. These sites are then reserved for that sponsor to pit at each club day. There is a considerable area beyond this sponsored area available for other riders to set up their trailers/shades each club day.



FOOD

A canteen operates each race day and practice day, serving a variety of take-away style foods, drinks and confectionery. Examples of food available include sandwiches, salads, burgers, pies, hot chips, sports drinks, soft drinks, water, chips and lollies. Patrons are also welcome to bring their own food.

WATER

There is drinking water available at the canteen. Rainwater is used for showers and toilets, and when the tank is empty, water is provided through a local water carrier, with tanks topped up prior to and during each event as required.

WASTEWATER

All wastewater is collected in a storage facility which is then emptied by a local waste removal business.

Water from a small dam is also available for riders to wash down their bikes should the conditions prove to be muddy. There are seven (7) concrete wash bays available. The run off from the wash down facility is captured in a drained area so that it does not go into any natural water course. Riders are encouraged to use the provided wash bays to wash their bikes.

Washing of bikes does take place in the pit area if riders have brought their own water in order to do so. This usually only occurs when it is expected that the track will be muddy. As riders have to provide their own water to do this, there is very little water used at each site with no run off.

Erosion and sedimentation controls shall be implemented as necessary and shall be maintained to Council's satisfaction at all times. Should Council determine that controls are ineffective or a downstream drainage system has become silted, the Club will be required to install additional measures and be responsible for the restoration work.

All wastewater collection dams and associated drainage paths shall be routinely inspected and all rubbish or stray items removed.

ENTRY AND EXIT DETAILS

Entry is via the gate at the Kilcoy end of the grounds off Neurum Road, with exit at the Woodford end of the grounds, off the corner of Runge and Neurum Road. Ambulance access and egress is via the gate at the Woodford end of the grounds, as this is the most easily accessible entry and exit point to the track. Riders who depart prior to the end of racing leave by the Kilcoy exit (approximately 0.9km from the Woodford end). Once racing is complete, the Kilcoy entry/exit point is locked and all vehicles depart from the Woodford end of the grounds.

POLICE CONTACT

Local police at Kilcoy are the first point of contact should their assistance be required. When there are major events, the police are advised of the dates and nature of the events in advance of the race event.



HOSPITALS

Both Kilcoy and Caboolture Hospitals are advised of major events prior to their commencement. Should a helicopter be required for patient transport, this is coordinated by the Queensland Ambulance Service (QAS) with the helicopter pilot and doctors deciding on best landing point, either on the track or meeting an ambulance at the Kilcoy Sports Field or Showgrounds.

LIQUOR LICENCE

The Kilcoy Motorcycle Club operates a casual bar environment that can only trade within the licenced hours under the conditions of a Restricted Liquor Permit. This is to a maximum of ten (10) hours per week and is restricted to Saturdays 12:00pm – 4:30pm and Sundays 12:00pm – 5:30pm. Similar trading hours are utilised on a week-end event where a Community Liquor Permit is required.

The trading hours only apply should the Club premises be open for the purpose of a working bee, practice day, club race day or a National race event.

Responsible Service of Alcohol

Alcohol is only served in accordance with and under the conditions of the Restricted Liquor Permit, with the safety and wellbeing of Club Members and Visitors the Club's main priority.

Alcohol can only be served from one (1) point at the end of the Canteen and must be consumed within the fenced area where chairs and tables are provided. The consumption of alcohol by riders and officials is not permitted, as per rules of Motorcycling Australia.

Description of Practices

- The Club must maintain a current and appropriate Restricted Liquor Permit.
- Whilst volunteers do serve alcohol, the Licensee ensures that the bar is supervised at all times by a person with current RSA certification.
- An up-to-date Training Register will be maintained and held on the premises.
- Bar servers do not consume alcohol while on duty.
- People under 18 will not serve alcohol.
- People under 18 will not be supplied or served alcohol.
- Servers will ask for proof of age whenever necessary or if there is doubt about a person's age. Only Photo Identification will be accepted as proof of age.
- Persons under the age of 18 will only be allowed to remain in the bar area if they are accompanied and under the direct supervision of a responsible parent or guardian.
- Drinking water will be made available free of charge if requested.
- The Club does not encourage excessive or rapid consumption of alcohol.



- An Incident Register shall be maintained and held by the Secretary of the Club, and any incident recorded and reviewed by the Executive Committee.
- Only ready to drink beverages and low-strength alcohol alternatives will be available for purchase.
- All beverages purchased will be served opened.
- The sale of liquor is only authorized to be consumed in the licensed bar area.
- Sale of take-away liquor is not permitted, nor is alcohol permitted to be brought into the licensed bar area.

PUBLIC LIABILITY

Public liability insurance is covered under the Club's affiliation with Motorcycling Queensland.

HEALTH AND SAFETY

The wellbeing of club members, their families and visitors is paramount and the Club ensures that all patrons adhere to the Health and Safety Guidelines promoted by Motorcycling Queensland. These include that entry onto the track itself is prohibited except for officials, the parents/guardian of an injured rider accompanied by an official or parents/guardian of a young age 50cc Demonstration only rider. All persons who go onto the track must wear a high visibility vest, and have signed the register and indemnity form to enter the track. This register is sent to Motorcycling Queensland for their record keeping and insurance purposes.

A fully qualified team of two (2) emergency medical treatment personnel (typically 1300MEDIC or QAS) with a fully equipped vehicle are at the track from 8:00am until 15 minutes after the conclusion of racing.

The minimum qualification of the two (2) medical officers is that of paramedic and can also include a Registered Nurse. Vehicles are equipped with spinal boards, oxygen, defibrillator and pain relief. Should the QAS be required, they will be called to transport the injured rider to hospital.

Should a rider require medical treatment, racing is slowed or halted until medical personnel have attended the rider, stabilized and removed them from the track for further treatment as required.

Flag Marshalls are organised by the Club for each race event. These Marshalls are at each flag point around the track so as to have a clear view from one point to the next. Flag Marshalls have the responsibility of ensuring they wave the appropriate flag should there be a fallen rider on the track to warn oncoming riders to slow down. Should it be required, they will also assist riders and/or their machines from the track or to the side of the track to maintain rider safety.

Racing cannot commence until all flag points are manned and the medical team are on site, and a full team of licensed officials are in place.



When riding to and from pit sites during events, riders must ride in first gear and at a slow pace to ensure both theirs and others safety. This rule is enforced by the Steward and Clerk of the Course with appropriate penalties for riders who disobey this rule.

In addition, a fully operational irrigation system is in place throughout the track so that watering can be done prior to (and during if required) racing to ensure dust levels are kept to a minimum.

All Officials, Executive members and canteen staff hold a current Working with Children Blue Card.

SITE PLAN

The attached plan illustrates the following areas:

- Track
- Start gates
- Pit sites/ camping areas and parking
- Dams
- Canteen/bar area
- Grandstand for spectators
- Fixed toilet facilities including water tank and wastewater collection tank
- Tower and medical treatment area
- Entrance and exit to the club grounds
- Sponsor area – National events
- Additional food vendors - coffee and ice cream
- Wash bays
- Oil waste collection drum
- Rubbish skip bins

SIGNAGE

There are signs located at the entrance and exit with the Club name and various signage throughout the grounds depicting starting areas, prohibited areas (except to officials), canteen, bar and ablution facilities. Other signage as required by Motorcycling Queensland includes signs outlining the dangers of motorsports, which are attached to the front gate and also the fence near the starting gates.

A sign advertising the next upcoming event has been installed at the entrance closest to Woodford.

WEATHER

Whilst an event calendar is maintained by the Club, adverse weather can affect scheduled riding days. Updates in regard to events are placed on the Club website and Facebook page.



Should it rain or become too dry and dusty whilst racing is underway, the Race Steward will determine whether racing is to be delayed, can proceed or is to be cancelled. These decisions are reviewed in conjunction with the Clerk of the Course and updated depending on track conditions. With rider safety as the prime consideration, racing will be called off or alterations made to the circuit for certain classes if there is doubt surrounding the potential increased risk to riders. Riders and their parents/guardians are consulted regarding track conditions and if they wish, they can withdraw from racing.

INFORMATION CENTRE AND COMMUNICATIONS

Primary communication with members is via email, the club website and Facebook page. During events, communication is via the PA system. Rider's briefing is held before the start of racing and riders are advised of the officials (all wearing appropriate high visibility vests) and directed to approach officials directly should they have any concerns.

There is a timing tent where riders can approach officials for information throughout the day.

EMERGENCY PROCEDURES

Should an emergency evacuation be required, all patrons are to convene at the entry to the starting gates in the first instance, where further instructions from either the Clerk of the Course, Race Steward or the President will be given. Announcements will be made via the PA system directing patrons to the appropriate area and to await further instructions. Should the evacuation area at the starting gates not be a safe environment to gather, alternatives are the canteen area, or the entry and exit points.

Announcements will be made via the PA system and officials will also advise by traversing the area on the buggy to ensure patrons are directed to a safe area as quickly as possible.

Fire extinguishers are kept on site at the canteen, the start gates and in the buggy.

FIRST AID

Whilst qualified medical personnel are on duty for the duration of racing, should first aid treatment be required outside these hours, members of the Executive Committee and core group of volunteers also hold current First Aid certification. Fully equipped first aid kits are maintained and stored at the canteen.

DOCUMENTATION

Copies of the following documents are held by the Club Secretary and/or Treasurer:

- Any medical treatment administered on the day including an incident report
- Stewards report
- Incident register



- Sign on forms
- Indemnity forms
- Membership forms
- Register of those who accessed the track (e.g. Division 1 riders parents/guardians)
- Accounts for services used for events
- Appropriate licences for events i.e. Liquor Permit
- Event plan
- Correspondence with event managers/promoters and stakeholders
- Sponsorship letters
- Media announcements/releases
- Site plan including pit sites and sponsor sites etc
- A copy of major incident reports
- Blank forms for sign on
- A copy of the club constitution
- Certificate of Incorporation
- Track Licence issued by Motorcycling Queensland
- Permits issued by Motorcycling Queensland for competition and practice days
- Supplementary Regulations
- Calendar of the years scheduled competition events
- Risk Management Plan
- One event licences

The following records are sent to Motorcycling Queensland for their record keeping:

- Stewards Report
- Minor and major incident reports
- Sign on forms
- Indemnity forms for riders, officials, volunteers and parents/guardians that entered the track
- Current membership forms and register

January 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18 Coaching Clinic	19	20
21	22	23	24	25 Coaching Clinic	26	27 Coaching Clinic - 1
28	29	30	31			

February 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
Club/Practice Day				Coaching Clinic		
11	12	13	14	15	16	17
18	19	20	21	22	23	24
Club/Practice Day				Coaching Clinic		Coaching Clinic - 2
25	26	27	28	29		

March 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7 Coaching Clinic	8	9
10	11	12	13	14	15	16
Club/Practice Day						
17	18	19	20	21	22	23
Club/Practice Day				Coaching Clinic		Coaching Clinic - 3
24	25	26	27	28	29	30
31						

April 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 School Holiday Coaching Clinic	3 School Holiday Coaching Clinic	4 School Holiday Coaching Clinic	5	6
7 Club/Practice Day	8	9	10	11	12	13
14 Club/Practice Day	15	16	17	18 Coaching Clinic	19	20
21	22	23	24 Coaching Clinic	25 Coaching Clinic	26	27
28 Club/Practice Day	29	30				

May 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5 Club/Practice Day	6	7	8	9 Coaching Clinic	10	11 Coaching Clinic - 4
12	13	14	15	16	17	18 National Event/ Rainout Club Day
19 Club/Practice Day	20	21	22	23	24	25
26 Club/Practice Day	27	28	29	30 Coaching Clinic	31	

June 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Coaching Clinic - 5
2	3	4	5	6 Coaching Clinic	7	8
9	10	11	12	13	14	15
16 Club/Practice Day	17	18	19	20 Coaching Clinic	21	22
23	24	25	26	27	28	29
30 Club/Practice Day						

July 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 School Holiday Coaching Clinic	2 School Holiday Coaching Clinic	3 School Holiday Coaching Clinic	4	5	6
7	8	9	10	11 Coaching Clinic	12	13
14	15	16	17	18 Coaching Clinic	19	20 Coaching Clinic - 6
21	22	23	24	25	26	27 National Event/ Rainout Club Day
28 Club/Practice Day	29	30	31			

August 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8 Coaching Clinic	9	10
11 Club/Practice Day	12	13	14	15 Coaching Clinic	16	17 Coaching Clinic - 7
18	19	20	21	22	23	24
25 Club/Practice Day	26	27	28	29	30	31

September 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Club/Practice Day	2	3	4	5	6	7
8 Club/Practice Day	9	10	11	12 Coaching Clinic	13	14
15	16 School Holiday Coaching Clinic	17 School Holiday Coaching Clinic	18 School Holiday Coaching Clinic	19	20	21
22	23	24	25	26 Coaching Clinic	27	28
29	30					

October 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
Club/Practice Day						
13	14	15	16	17	18	19
Club/Practice Day				Coaching Clinic		Coaching Clinic - 8
20	21	22	23	24	25	26
				Coaching Clinic		
27	28	29	30	31		

November 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
Club/Practice Day						
10	11	12	13	14	15	16
Club/Practice Day				Coaching Clinic		
17	18	19	20	21	22	23
				Coaching Clinic		Coaching Clinic - 9
24	25	26	27	28	29	30

December 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
Club/Practice Day						
8	9	10	11	12	13	14
Club/Practice Day				Coaching Clinic		
15	16	17	18	19	20	21
				Coaching Clinic		Coaching Clinic - 10
22	23	24	25	26	27	28
29	30	31				

Somerset Regional Council - Officer's Report

To: Andrew Johnson, Chief Executive Officer

From: Damien Burge, Environmental Health Officer

Director: Luke Hannan, Director of Planning and Development

Date: 15 December 2023

Subject: Application for Temporary Entertainment Event – Elements Festival 25 January 2024 to 29 January 2024

File: Environmental Management/Reports/Environmental Health Reports

Action Officer: EHO-DB

Background/Summary

Council received a temporary entertainment event application from Elements AU Pty Ltd (Ref: 1559072,1562363) to conduct a music festival located at Lot 2 SP228062, Sunday Creek Road, Jimna. The proposed event is called "Elements Festival 2024" and will involve live music, dance, arts and market stalls. Camping will be provided onsite.

The event is proposed to be operated for five days from 10am Thursday 25 January 2024 until 12pm Monday 29 January 2024. The applicant has advised that the expected attendance rate at the event is 4,000 patrons and 1,000 staff.

Council regulates this activity through *Local Law No.1 (Administration) 2011*, and *Subordinate Local Law 1.12 (Operation of Temporary Entertainment Events) 2011*.

Assessment of Application

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

Criteria – LL, Section 9(1)(a)	If the prescribed activity requires a separate approval under an Act, a law of the Commonwealth or the local government's planning scheme—the separate approval has been granted; and
Officer comment	<p>The applicant has advised that BYO alcohol will be allowed at the event. No permit will be required from the Office of Liquor and Gaming Regulation.</p> <p>Council's planning section has advised the following in relation to the application:</p> <ul style="list-style-type: none">• The threshold for a temporary use of this nature is up to 7 days per year. A previous approval to operate a two-day temporary entertainment event called "Jungle Love Camp out" was approved by Council and operated from 8 September to 9 September 2023.• The current application (Elements Festival 2024) relates to a 5-day event which, if approved, would not exceed the 7-day threshold by three days.• The landholder has made a material change of use application (DA22670) over this site for a Major Sports Recreation and Entertainment Facility - Temporary Entertainment Events, which

	proposes to enable events for up to 25 days in a year. The application is currently being assessed.
Criteria – LL, Section 9(1)(b)	The proposed operation and management of the prescribed activity is adequate to protect public health, safety and amenity and prevent environmental harm; and
Officer comment	<p><u>Medical</u> Council requested comment from the Queensland Ambulance Service (QAS) about the proposed event. QAS recommended that a comprehensive medical plan be provided from the event organiser via the private medical provider, to ensure adequate medical coverage.</p> <p>The applicant provided a medical plan which has been reviewed by QAS and deemed to be adequate.</p> <p>The applicant has advised that onsite medical services will be provided by SecMedic Medical services who will provide first responders, registered nurses, critical care nurses, paramedics and doctors, who will be staffing a Medical Assessment Tent (MAT).</p> <p>QAS have advise that they are satisfied with the decision of Elements AU Pty Ltd, not to engage QAS to attend the festival and further invest in onsite medical care. QAS have advised that subject to approval, they will review the event and the QAS case load and discuss future festivals with the organisers.</p> <p><u>Security</u> Council requested comment from the Queensland Police Service (QPS) who did state the event is held on private property and police will not be providing a physical presence or commitment to the venue. Any incidents that occur that require a police response will be a business as usual response.</p> <p>Further QPS advised that the dates of the festival are significant for QPS, being over Australia Day long weekend where there will be a policing commitment to other public events across the district. QPS have previously undertaken a high visibility and traffic enforcement presence in the Kilcoy area during previous Elements festivals at this site and this will again be considered.</p> <p>The applicant has advised that onsite security services will be provided by East Coast Security, which will include a team of 20 security guards for the event.</p> <p><u>Post Event Report</u> A condition of approval will require the approval holder to submit to Council, within 14 days of the event, a Post Event Report detailing:</p> <ul style="list-style-type: none"> • Total number of paying attendees, artists and staff; • Any incidents during the event relating to public health and safety and the outcomes of those incidents; • Any incidents during or associated with the event where the Queensland Police Service, Queensland Ambulance Service or Queensland Fire and Emergency Services assistance was required, and the outcomes of those incidents.

Criteria – LL, Section 9(1)(c)	If the prescribed activity is the commercial use of a local government controlled area or road—the grant of the approval is consistent with the objective of the local government of restriction of the commercial use of local government controlled areas and roads, where such activities are permitted, in recognition of the fact that the activities may otherwise enjoy an unfair commercial advantage over competitive activities conducted from fixed premises in the local government area for which rates and other charges are paid, and to which planning and other regulatory legislation applies;
Officer comment	Not applicable.
Criteria – LL, Section 9(1)(d)	The proposed operation and management of the prescribed activity would be consistent with any additional criteria prescribed for the activity under a subordinate local law for this paragraph; and
Officer comment	Subordinate Local Law No.1.12 (Operation of Temporary Entertainment Events) 2011 prescribes criteria for the proposed activity. An assessment against that criterion is provided below.
Criteria – LL, Section 9(1)(e)	The grant of the approval would be consistent with the purpose of any relevant local law; and
Officer comment	The proposed activity is generally consistent with Council's local laws.
Criteria – LL, Section 9(1)(f)	If the application relates to trust land—the grant of the approval would be consistent with the terms and conditions of the trust; and
Officer comment	The subject land is not trust land.
Criteria – LL, Section 9(1)(g)	If the application relates to a prescribed activity mentioned in section 5(b)—the grant of the approval would be consistent with any requirements or criteria specified in the relevant Local Government Act in relation to the approval.
Officer comment	Not applicable.
Criteria – SLL, Section 4(1)	The design and construction of the place of the temporary entertainment event must be safe and appropriate to the nature of the entertainment proposed and the number of people expected to attend the place.
Officer comment	<p>The expected attendance rate for the event is 4000 patrons and 1,000 staff. Other similar events have been hosted on the subject site and adequate space exists onsite for the activity to be held.</p> <p>Conditions of approval will require the operator to ensure appropriate electrical safety standards are complied with, and that any scaffolding or temporary shade structures are installed by appropriately qualified persons.</p>
Criteria – SLL, Section 4(2)	Entertainment provided at the place must not unreasonably detract from the amenity of the area in which the entertainment is, or is proposed to be, situated.

Officer comment	<p>It should be noted that the Elements Festival held in October 2022, generated complaints from the Jimna Village as well as properties located to the south and southeast of the event.</p> <p>Some of these complaints were from properties in the Sheep Station Creek, Mount Kilcoy and Sandy Creek areas which are located over 20km from the event site. Complainants stated that noise (particularly bass noise) could be heard late into the night and early mornings up to 3am.</p> <p>The applicant has submitted a noise management plan that has highlighted changes to the operation of the event to meet relevant noise criteria.</p>
Criteria – SLL, Section 4(3)	Entertainment provided at the place must not generate significant noise, dust or light pollution or other significantly adverse effects on the surrounding neighbourhood.
Officer comment	<p>Please refer to the below noise criteria contained in the <i>Environmental Protection Act 1994</i> (the Act) for of open-air events:</p> <p><u>Noise Nuisance</u></p> <p><i>Section 440X sets the following noise standards for open-air events: The occupier of the premises must not use, or permit the use of, the premises for an open-air event on any day –</i></p> <ul style="list-style-type: none"> <i>a. Before 7am if the use causes audible noise; or</i> <i>b. From 7am to 10pm if the use causes noise of more than 70Db(a); or</i> <i>c. From 10pm to midnight, if the use causes noise of more than the lesser of the following –</i> <ul style="list-style-type: none"> <i>i. 50dB(A);</i> <i>ii. 10dB(A) above the background level.</i> <p>The applicant submitted a Noise Management Plan and Noise Impact Assessment V2 to demonstrate how the event will comply with the Act. Council engaged an acoustic consultant to conduct a peer review of the report.</p> <p>The peer review highlighted a number of issues with Management Plan and Noise Impact Assessment and further raised a concern over whether operation of the festival could comply with noise criteria post 2200 hours.</p> <p>The applicant provided a second Noise Manage Plan and Noise Impact Assessment Rev 3 (attached), that has addressed the matters raised by Council's peer review and proposed a number of changes to ensure compliance with noise criteria which are summarised below:</p> <ul style="list-style-type: none"> 1. Changes to stage location and speaker directivity change (Love Camp Stage to face Southeast direction) 2. Reduce sound levels with clear instructions (speakers on the ground position and placed at backstage for Sonic Sorcery stage, Tribal at the front edge of stage) 3. Cardioid systems used in Tribal Council and Sonic Sorcery sound systems.

	<p>4. Restrict hours of use; all sound systems are to be turned off at midnight.</p> <p>5. A proposed barrier along the southern boundary (Hay bale to isolate background noise)</p> <p>6. Live monitoring from two locations with remote access and audio.</p> <p>7. Additional spot measuring onsite/ responsive and prevent measures.</p> <p>8. Acoustic consultant to remain onsite for the entire duration of the event.</p> <p>9. A 24-hour complaint handling process will operate for the duration of the event.</p> <p>Dust and Light Nuisance</p> <p>Dust and light nuisance are not expected to be an issue, given the setback to sensitive receptors and topography of the surrounding area.</p>
Criteria – SLL, Section 4(4)	There must be enough toilets and sanitary conveniences provided for the event.
Officer comment	The applicant has advised that subject site does not have permanent a amenities block. The applicant has 130 toilets, 120 hand basins, 24 showers. The number of toilets and showers required to be provided will be a condition should Council decide to grant an approval.
Criteria – SLL, Section 4(5)	Adequate provision must exist for the disposal of waste generated by the use of the place for the temporary entertainment event.
Officer comment	The applicant has advised that over 100 wheelie bins are available at the venue which will be placed at strategic points throughout the entertainment area, markets area and campgrounds. Additionally, 2 x 30m ³ skips will be hired for the event. All waste will be disposed of at an appropriately licenced waste disposal facility.
Criteria – SLL, Section 4(6)	Adequate provision must exist for people and (if relevant) vehicles to enter and leave the place of the temporary entertainment event.
Officer comment	<p>Council's Operations Department has provided the following advice in relation to this event, which will be incorporated into any conditions of approval:</p> <ul style="list-style-type: none"> • If event directional signage is to be displayed by the operator, then signage should not be erected any sooner than the morning of the event and must be taken down the night after the event is finished. • Any signage displayed on Department of Transport and Main Roads (DTMR) controlled roads will need approval from DTMR.

Attachments

1. Site Plans.
2. Event Management Plan.
3. Certificate of Insurance.
4. Elements Festival, Jimna 2024, Noise Management Plan Rev 3.

Recommendation

That Council approve the temporary entertainment event called "Elements Festival 2024", to conduct a music festival proposed to be operated for five days from 10am Thursday 25 January 2024 until 12pm Monday 29 January 2024, on Lot 2 SP228062, Sunday Creek Road, Jimna, subject to the conditions listed below:

No.	CONDITION
1.0	ENVIRONMENTAL/ LOCAL LAW
1.1	The approval holder must: <ul style="list-style-type: none"> • Display the approval in the manner, and at the locations, specified by the local government; and • Produce the approval for inspection by an authorised person on demand.
1.2	The approval holder has provided Somerset Regional Council with a copy of a public liability insurance certificate of currency for a minimum of \$20 million dollars and must note Somerset Regional Council as an interested party.
1.3	The operation of the temporary entertainment event must not unreasonably detract from the amenity of the area in which the place is located.
1.4	The temporary entertainment event is limited to the operation of a music festival with a maximum attendance of 5000 people (4,000 patrons and 1,000 staff) at Lot 2 SP228062, Sunday Creek Road, Jimna, from 10am –Thursday 25 January 2024 until 12pm Monday 29 January 2024
1.5	The approval holder must provide the following number of toilets, sanitary conveniences, and showers for the event: Males: 100 toilets; 50 urinals; 67 hand basins; 50 showers Females: 200 toilets; 67 hand basins; 1 sanitary convenience bin per female toilet; 50 showers Unisex: at least 1 unisex toilet for patrons with a disability at each group of toilet facilities The approval holder must also provide separate toilet and hand washing facilities for food handlers.
1.6	The approval holder must provide an appropriate number of waste bins that are to be serviced by an appropriately licensed waste contractor. The number of waste bins provided must be sufficient to accept all waste generated by the event, including waste from attendees, event staff, and food vendors. All waste must be disposed of at an appropriately licenced waste disposal facility.
1.7	The approval holder must maintain insurance that is applicable to the activity including without limitation, a public liability insurance policy which provides indemnity for each individual occurrence in an amount not less than \$20 million dollars. The insurance certificate must cover the permit holder and the Somerset Regional Council against any claims whatsoever arising from the operation of the event.
1.8	The approval holder must indemnify and keep indemnified, the Somerset Regional Council, their officers, employees, and agents (the indemnified) against any or all losses suffered or incurred (except to the extent that any losses are caused through the negligent act or omission of the indemnified) in connection with the erection, existence or operation of the works or activities, the subject of this approval. "Losses" include liabilities, losses, damages, expenses and costs (including legal costs on a full indemnity basis and whether incurred or awarded) of any kind or nature, whether arising in contract or tort (including, but not limited to, negligence) or under a statute; and also include loss or profits, loss of revenue, loss of anticipated saving, loss of opportunity, pure economic loss and loss of data any other consequential special or indirect loss or damage.
1.9	The temporary entertainment event must not cause an environmental nuisance as defined by the <i>Environmental Protection Act 1994</i> .
1.10	Noise associated with the event must not exceed the following levels at a sensitive receptor: (a) before 7am, if the use causes audible noise; or

	(b) from 7am to 10pm, if the use causes noise of more than 70dB(A); or (c) from 10pm to midnight, if the use causes noise of more than the lesser of the following— (i) 50dB(A); (ii) 10dB(A) above the background level.
1.11	The event must be operated in accordance with the Elements Festival Jiman 2024 Noise Management Plan, Noise Impact Assessment, REV 3, Project Number 5612.
1.12	The operation of the temporary entertainment event must not create a traffic nuisance or increase an existing traffic nuisance or detrimentally affect the efficiency of the road network in which the activity is undertaken.
1.13	The approval holder must provide appropriate lighting to all areas of the temporary entertainment event to ensure the safety of the public.
1.14	All buildings, structures, vehicles, facilities, or equipment used in the operation of the temporary entertainment event must be maintained at all times: <ul style="list-style-type: none"> • In good working order. • In good state of repair. • In a clean and sanitary condition.
1.15	The approval holder must ensure that a food licence issued under the <i>Food Act 2006</i> is obtained (to the extent that it is required) by any entities selling food at the event.
1.16	The approval holder must ensure that the temporary entertainment event is run generally in accordance with the application material submitted to Council.
1.17	The approval holder must submit a final version of the Event Management Plan for approval by the Chief Executive Officer by Friday 5 January 2024.
1.18	The approval holder must ensure that the temporary entertainment event is run in accordance with the approved Event Management Plan.
1.19	The approval must maintain a complaints hotline and complaints handling process for the duration of the event.
1.20	The approval holder must ensure that all electrical installations or distribution to be utilised for the event is installed and signed off by a licenced electrician.
1.21	The approval holder must ensure that the construction of any structures onsite, including temporary stages and shade sails, are installed by appropriately qualified persons holding riggers licences with Workplace Health and Safety Queensland.
1.22	The approval holder must have a minimum of 20 licensed security staff to be available on site at all times for the duration of the event.
1.23	The approval holder must comply with the Queensland Ambulance Services approved medical plan provided by SecMedic Medical services who will provide first responders, registered nurses, critical care nurses, paramedics, and doctors, who will be staffing a Medical Assessment Tent (MAT).
1.24	The approval holder must submit to Council, within 14 days of the event, a Post Event Report detailing: <ul style="list-style-type: none"> • Total number of paying attendees, artists and staff; • Any incidents during the event relating to public health and safety and the outcomes of those incidents; • Any incidents during or associated with the event where the Queensland Police Service, Queensland Ambulance Service or Queensland Fire Emergency Services assistance was required and the outcomes of those incidents.
2.0	OPERATIONS
2.1	Any event directional signage that is displayed should not be erected any sooner than the morning of the event and must be taken down the night after the event is finished.
2.2	Any signage displayed on Department of Transport and Main Roads (DTMR) controlled roads will need approval from DTMR.
2.3	The applicant must submit the Traffic Management Plan and Traffic Guidance Scheme for the event for approval by the Chief Executive Officer by Friday 5 January 2024.



Elements Festival 2024

Event Management Plan

Date: 13.11.23

Version: 1.0 - Final Version

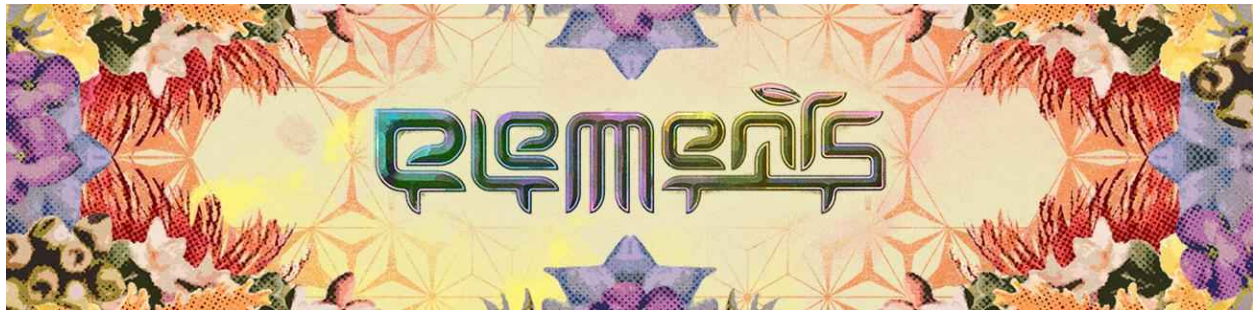
1.0 - Introduction

This Event Management Plan (EMP) is the master planning document for the proposed Elements Festival 2024, scheduled to take place over the long weekend of January, the 25th - 28th 2024. The event being held on the private property of Adam and Renae Peisley; Lot 2, Sunday Creek Rd, Jimna. This document describes all key aspects of the festivals, operating procedures, production specifications, venue layout, and various other policies and procedures.

Additionally this EMP makes reference to other more specialized documents for the planning of the festivals, including our Operating Hours Plan, Noise Management Plan, Waste Management Plan, Internal Traffic Procedure Plan, Emergency Management Plan, WHS & Public Safety Management Plan, and Risk Assessment, which are all considered appendixes to this document.

The information provided in this document has been prepared in consideration of information and guidelines contained in the following documents which are relevant in part or in full to the operation of the festival.

- Temporary Entertainment Event Guidelines 2013-2014 (Ipswich City Council, 2013)
- How to Organize Special Events and Festivals in Queensland (Queensland Events, 2009)
- A Planning Guide for Event Managers - alcohol, safety and event management (QLD Office of Liquor and Gaming Regulation, 1999)
- Safe and Healthy Mass Gatherings - Australian Emergency Manuals, Principles and Reference series Manual 12 (Commonwealth of Australia, 1999)



2.0 - Event Overview

2.1 - Event Description

Elements is a long-established part of Australia's musical ecosystem, with roots running deep within the South-East Queensland scene. We are excited to be branching out from our inner-city parkland events to deliver our annual, immersive 4-day festival; a colourful explosion of art, in every form imaginable, to compliment the beautiful Aussie bushland.

Elements will deliver all the things you've come to expect from a well oiled, immersive Arts, Music & Cultural Festival, as well as showcasing a whole bunch of surprising treats you've never seen before. We are collaborating with some of the best artists, from Australia and around the world, to deliver cutting edge music, lighting, lasers, video mapping, décor, art installations, shady dancefloors, an epic visionary art gallery, educational workshops hub, chill spaces, imaginative kid's zone and family space, creative fire displays, staged and roving performances.

2.2 - Key Details

- **Dates:** January 25th - 29th 2024.
- **Location:** Lot 2, Sunday Creek Rd, Jimna, Qld 4515.
- **Activities:** Music, Performance, Arts, Workshops, Community, Culture, Nature, Camping.
- **Demographic:** All Ages, primarily 18-50 but many families with children attend.
- **Geo Demographic:** According to ticket sales data, our demographic is approximately 55% Queensland, 15% NSW, 15% Victoria and the remaining 15% from the rest of Australia.
- **Expected Attendance:** We are aiming for 3500-4000 guests and up to 500-1000 contributing staff, crew, volunteers, market staff, performers, workshop facilitators etc.

2.3 - Event Permit / Approval

The 2024 edition of Elements Festival will take place with the approval of Somerset Regional Council.

2.4 - Event Contacts

Below are listed the contacts for the festival management team - the key 'top level' members of the festival administration team. Additional contacts can be found in the attached documentation.

Trent Stewart: Festival Director, Marketing Director, Technical Production, On Site Management	David Heron: Festival Director, Site Construction, Production, On Site Management
E: trent@elementsfestival.com.au P: 0411 073 165	P: davos@elementsfestival.com.au E: 0410 494 066



3.0 - Event Production

The production aspect of the event is related to the stages and spaces and equipment used to produce the festival show, within what is designated as the *Entertainment Area*.

3.1 - Stages and Spaces

Elements Festival 2024 will consist of four main entertainment areas / stages and systems;

- Tribal Council
- Sonic Sorcery
- Love Camp + Love Lounge
- Elementary

Additionally there will also be a workshop space for lectures, healing and massage, an art gallery, a family space and a markets area. No large sound systems are being utilized in these other spaces. We have a strict no sound systems in campsites policy.

3.2 - Operating Hours

Attached to this EMP is the Stage Operating Hours Plan, which outlines the proposed running times for each area of entertainment. Please refer to the attached document [ELF24] [Documentation] *Operating Times Plan*.

3.3 - Contractors

Each year tenders are put out for contractors to provide the required festival production / operational equipment. This includes temporary structures, shade, audio equipment, lighting, multimedia equipment, generators and electrical equipment. Priority is given to professional contractors who carry their own Public Liability Insurance (PLI) and can provide a Safe Work Method Statement and/or a Job Safety Analysis.

Quotes are taken from contractors from June to December and production planning takes place simultaneously, with a full production plan including confirmed contractors established by the end of November / December.

3.4 - Temporary Structures - Production

A number of temporary structures are used in the production aspects of the festival.

A combination of temporary stages, truss and scaffold constructions, domes and yurts for the various spaces of the festival in the entertainment area. These temporary structures will not exceed 500m² and will therefore not require a Development Permit for Building Work.



The temporary structures used for the festival may exceed 100m², and will be set up and maintained in compliance with Queensland Development Code (QDC) MP3.2 "Tents". (This code specifies requirements such as fire extinguishers, exits, amenities etc. As a matter of good practice, this code will be observed for the temporary structures even if their surface area falls under 100m² .

3.5 - Production Equipment

Elements Festival 2024 production planning began in June and is currently ongoing. As such, some production specifications have not been fully confirmed at the time of submitting this EMP but the following are clear guidelines to the expected equipment for key areas of the festival.

Tribal Council Stage

- Truss and Scaffold Stage frame w/ wooden stage facade.
- Approx 20 kw SSP1 Sound Storm Pro (Point Source Speaker System)
- Shade structure (above dance floor) w/ water misters over head
- Various lighting, laser and video equipment

Sonic Sorcery Stage

- Truss Stage frame w/ wooden stage facade
- Approx 10 kw (Point Source Speaker System)
- Shade structure (above dance floor) w/ water misters over head
- Various lighting and video equipment

Love Camp Stage

- Wooden stage facade
- Approx 10 kw SSP1 D&B Technika (Ground Stack Line Array)
- Shade structure (above dance floor) w/ water misters over head
- Various lighting equipment

Love Camp Lounge

- 20m Stretch Tent Marquee
- 5 kw SSP1 D&B Technika (Ground Stack Line Array)
- Basic lighting equipment
- Lots of lounges, comfortable seating

Elementary Stage

- Wooden stage facade
- Approx 10 kw SSP1 D&B Technika (Ground Stack Line Array)
- Shade structure (above dance floor) w/ water misters over head
- Various lighting equipment



Elementary Workshop Space

- 2x Stretch Tent Marquee
- Basic Sound & Lighting for workshops & presentation

Art Gallery Space

- 20m Stretch Tent Marquee
- Basic Sound & Lighting for workshops & presentation
- Ambient lighting for artworks.

Family Space

- 15m Stretch Tent Marquee
- Basic Sound & Lighting for workshops & presentation

3.6 - Fireworks

No fireworks will be used as part of the event production and the use of fireworks by festival patrons will be prohibited.

3.7 - Fire Shows

The festival's performance program will include a number of fire twirling shows. These will be fully supervised with experienced staff and will utilize industry standard safe fire fuel such as Firesol, Firelight, Firewater, D60 etc. Elements Festival will not permit the use of unsafe fire fuels such as kerosene. Fire fighting equipment is clearly positioned at each stage and dedicated fire safety staff are on hand and standing by during all fire performances.

3.8 - Generators and Electrical Management

Elements Festival will use a number of generators for its event production. These will be hired from a single professional provider, delivered to site, run throughout the relevant event phases and picked up and returned by the hire company.

The following is a list of generators, their estimated capacity and their physical placement. For further clarification of their placement, please refer to section 10.0 - Venue Maps and Festival Layout.

Tribal Council:

- 50kva and 30kva generators.
- These 2x generators will be placed behind the stage and fenced.

Sonic Sorcery Stage:

- 20kva generator
- This generator will be placed behind the stage and fenced.

**Love Camp:**

- 20kva generator
- This generator will be placed behind the stage and fenced.

Elementary Workshop + Art Gallery:

- 20kva generator
- This generator will be placed behind the stage and fenced.

Markets #1:

- 20kva generator
- This generator will be placed behind the stage and fenced.

Markets #2, Medics, Crowd Care:

- 20kva generator
- This generator will be placed between the markets, medics, crowd care area and fenced.

Refueling the generators will be handled by the event team every 12 hours using a vehicle and jerry cans. No fuel will be stored on site.

Contractors used for production, and all food vendors and market stalls are expected to bring their own electrical cabling tested and tagged and comply with Electrical Safety Act 2002 and the Electrical Safety Regulation 2002.



4.0 - Event Operations

Aside from the various stages and spaces in the entertainment area, other active functions of the festival generally fall under festival operations and are managed through the following areas.

4.1 - Operations Centre

The Operations Center is a central point of the organisation. It is a consolidation point for all operational equipment during the bump in and bump out phases, and a central point of communication for the festival organisers. The operations centre is located out of patron access, and operates 24 hours a day with an Operations Manager on shift as well as other event crew and volunteers when required.

4.2 - Front Gate

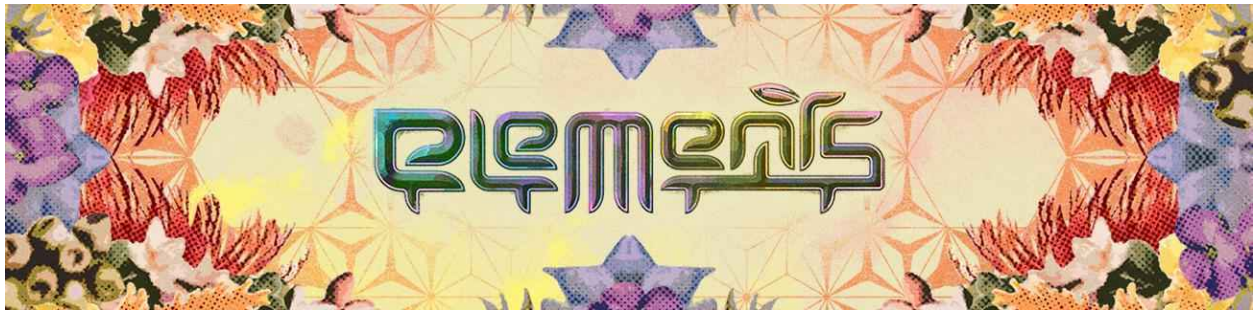
The Front Gate is the first point of access for festival patrons, artists and crew. The function of the Front Gate operation is to organise incoming vehicles into queues, process the incoming people as either ticket holders, cash or card sales or check them off the staff / crew door list, and provide the relevant wristbands. Full details on the functioning of the Front Gate and its integration with traffic management can be found in the document *[ELF24] [Documentation] Internal Traffic Procedure Plan*.

4.3 - Info Tent

The Info Tent is the main point of contact and inquiry for festival patrons. It is located within the Entertainment Area and is clearly signed, and operates during festival hours with members of the event crew as shift coordinators and volunteers on shift. The Info Tent handles general inquiries, has a noticeboard for patrons needing to leave messages to other patrons, and handles issues of lost property. The Info Tent also provides patrons information on the programming schedule of the festival, maps of the festival, information about any transport services such as shuttle bus / coach services, and any weather or fire warnings. The Info Tent is equipped with 2 event radios and acts as a communication point to other parts of the festival.

4.4 - Volunteers Tent

The festival utilises volunteers in many aspects of its operation and to allow for effective volunteer management, there is a Volunteers Tent located adjacent to the Info Tent. The Volunteer Tent operates during festival hours with members of the event crew as shift coordinators.



5.0 - Food Vendors and Market Stalls

Elements Festival 2024 includes a Market Stall area at the centre of the event. The markets area contains all the food and beverage vendors, as well as a number of fashion, craft, art, information and charity stalls. These stalls all have compliance and paper work checks completed by the market stall manager before the event opens to the public.

5.1 - Selection and Approval

In order to have a stall at the festival, prospective stallholders must submit an online application. Through this process the event organisers are able to check all details about the proposed stall, including their products/menus and relevant licenses such as food handling. There is a formal selection process after which applicant stalls are either sent an offer for a stall space or notified they are not being offered a space. If any documentation or licenses are missing from the application, these are followed up during the selection process. It is expected that there will be approximately 40 market stalls in total; 10 food and beverage vendors and approximately another 30 market stalls.

5.2 - Markets Area Management

The onsite markets area is managed by the Market Stalls Coordinator. This role involves marking out the spaces, overseeing the setup of the stalls, communicating any important onsite policies and safety measures, and acting as first point of contact for the stall holders to the festival before, during and after the festival.

5.3 - Food Safety and Food Handling Permits

It is the responsibility of food & beverage vendors to ensure proper sanitary measures are applied to food storage, preparation and serving to reduce dangers to public health where all food is sold. All food & beverage vendors must have a current food handling license issued in QLD, or will be required to apply for a temporary food stall license from Somerset Regional Council. A final list of food & beverage vendors and any existing food handling licenses can be provided to council at a minimum 2 weeks before the festival. All stalls will be required to have all legal paperwork on hand at all times for management or council to view if required.

5.4 - Management of LPG cylinders

Many of the food stalls use liquid petroleum gas (LPG) for cooking. Due to the amount of energy and pressure stored in a cylinder, care must be taken to minimize the risks associated with the storage and use of LPG cylinders. The Queensland Government Department of Employment, Economic Development and Innovation has produced 2 documents - the *Safety with LP gas cylinders* brochure, and the *LPG Safety Checklist* which cover the best practice points and essential safety risks and must be adhered to by all food vendors onsite.



All use of LPG cylinders must also follow the relevant Australian Standards: AS5601 which relates to gas installation standards; and AS1596 which relates to the storage and handling of LP Gas. All food stalls using LPG will be required to be familiar with the code and to follow it at all times while onsite.

5.5 - Electrical Safety

Upon receiving approval to have a stall at the festival, all stallholders are sent a market stall information document which outlines the festival's procedures for electrical safety. All stall holder appliances and leads are to be tested and tagged and comply with Electrical Safety Act 2002 and the Electrical Safety Regulation 2002. If they are not, they will be tested and tagged onsite by the contracted electrician, before the supply of electricity is provided to the stall. The setup of leads and appliances and all electrical distribution is also coordinated by our onsite contracted electrician to ensure a safe markets area.

5.6 - Bump-in Process

Arrival time for market stalls is 1-2 days prior to the festival gates opening with the expectation that they are fully set up by 8am on the day the gates open to the general public.

5.7 - Market Stall Operating Times

Elements Festival will not not enforce any set operating times for Food Vendors and Market Stalls, however it is expected that stalls will be open at least 12-14 hours a day, with suggested opening times from 7am/10am to 10pm/12am. Food vendors generally trade longer hours, and it is expected that they provide a breakfast, lunch and dinner service, with minimum suggested operating times of 7am to 10pm.

5.8 - Bump-out Process

Due to safety and traffic considerations, stall holders will not be permitted to pack down and leave until the festival is finished. The market stall coordinator will be present and on duty during the bump out process to ensure compliance with movement of vehicles and safety considerations.



6.0 - Camping

6.1 - General Camping

The default camping option is general camping. These campsites will be divided into fixed allocations to accommodate the projected numbers of patrons, while maintaining emergency vehicle access. Patrons using general camping are permitted to drive into the campgrounds, but must park their vehicle and not move their vehicle for the duration of the event.

6.2 - Artist/Crew Camping

A quiet space behind the entertainment area will be designated as the Crew Camping campsite. This will be available to crew who arrive before the commencement of the event and will include the ability to drive into the campsite and park vehicles. Aside from crew vehicles required for the operation of the festival which will be given a car pass, vehicle movement from the Crew Camping campsite will not be permitted during the festival. It is expected that the Crew Camping campsites will accommodate up to 100 crew and volunteers.

6.3 - Market Stall Camping

An area directly behind the Markets area will be available for Market Stall Camping. This is for reasons of convenience and security. The Market Stall Camping campsite will be fenced off and maintained by the Market Stall Coordinator. It is expected that the Market Stall Camping campsite will accommodate up to 30-40 Stall holders.

6.4 - Disabled Camping / Family Camping

Designated areas are provided for disabled camping and quiet, family camp areas. These areas have easy access and are clearly signed. Access to these areas are available all weekend long.



7.0 - Event Phases / Schedule of Works

7.1 - Crewing and Booking

The first phase of the event begins as early as September - October with core crewing and artist booking. This phase runs until finished, ideally November - December. By the end of the crewing and booking phase all key crew, artists and performers are confirmed. Some selections of artists, performers and minor crew roles may extend into later phases, or if any dropouts are experienced. We generally have artist and crew back up lists as part of our emergency planning.

7.2 - Production Planning

Tenders are put out for all the contracts for production and operational services, usually within 6 months of each event. Production planning takes place throughout the year, with the goal of creating a full production plan and confirmed contractor list by November - December.

7.3 - Promotions

The promotions phase represents the time in which the festival is promoted and marketed via a range of media including the website, newsletter, social media, print and radio. Promotion of the event begins immediately after the previous festival and continues throughout the year leading up to the commencement of the next festival.

7.4 - Bump In

The bump in phase represents the time from when crew and contractors begin accessing the site and bringing equipment onsite. Typically this starts 1-3 weeks before the festival commencement date and may run up until the time the festival begins, but is ideally completed before the festival begins. For Elements Festival 2024, our Bump In and Build timeframe will commence from Monday the 8th January.

7.5 - Festival Timeframe

The time of public access is considered to be the festival timeframe; this is from 10am Thursday the 25th January until 2pm Monday 29th January, however the actual 'show time' is 2pm Thursday 25th January to midnight Sunday 28th January. Please refer to the Operating Times Document for further clarification.

7.6 - Bump Out

After the end of the festival timeframe, the bump out commences. This is usually shorter than the bump in, and takes 2-3 days for most of the structures and equipment to leave site, and another 1-2 days for the final packdown and clean up. For Elements Festival 2024, our Bump Out will commence from Monday the 29th January.



8.0 - Communications

As an outdoor, rural area event, adequate communication systems are crucial to ensure the safe and effective operation of the event. The proposed venue has patchy mobile 3G reception with Optus, however, due to the rural nature of the venue and the variance in mobile phone and 3G signal, these systems will not be relied on for communications.

8.1 - Event Communications Systems

Handheld radio transceivers, or two-way radios, will be the primary method of communications onsite for management of the event. Elements Festival hires 50+ radios for key staff and contractors. The radios are programmed with a combination of public UHF channels (Citizens Band) and private digital channels, so as to allow for some private communication, and for the crew communications to extend on to additional radio units which may only receive CB channels. The operations centre will be the consolidation point for these radios, with chargers and spare batteries on hand to ensure ongoing communications.

8.2 - Patron/Public Communication

The primary method for communication with the public/patrons during the event is through the stage sound systems. Direct communication between the Operations Centre and the Stages is via the crew UHF radio network. This can be used to inform the stage managers of any announcement that needs to be made over the sound system, or a member of the Event Management will make the announcement personally. For patron communication in the camping areas and other areas not close to the stages, or in the event of sound system failures, battery-powered megaphones, located in the Operations Centre can be used.

8.3 - Emergency Services and Off-site Communications

In the event of an emergency, off-site emergency services may need to be contacted. A list of all important emergency contacts will be held at the Info Tent, First Aid Medics Tent, Front Gate and Operations Centre. Each of these operational areas is considered to be a first point of call for any emergency, depending which is closer. An emergency can be called in at any of these operational areas and if it requires off-site emergency services, a call to the relevant service will be made through the Operations Centre phone landline. Our medics also have access to a satellite phone in case of emergency.

8.4 - Contacting Queensland Health

Elements Festival 2024 Emergency Contacts and Procedures Document details the process and methods of contacting Queensland Health if a suspected case of COVID-19 is identified before, during or after the event. Contact number is: 13Health or 13 42 68 13.



9.0 - Public and Event Signage

Signage displayed around the venue plays an important role in communicating emergency, health & safety and general information to patrons, artists and others onsite. Elements Festival 2024 will have a dedicated signage department which operates during the bump in phase to set up all important signage before the commencement of the event, and which also operates throughout the event to maintain existing signage and add any additional required signage which may become necessary throughout the event. The following sections describe some of the more important or common signs.

9.1 - Safety and Emergency Signage

- COVIDSafe Signage (hygiene / instructions)
- First Aid (direction / location)
- Emergency Assembly Area (direction / location)
- No Flames / Total Fire Ban
- No Glass
- Speed Limits
- Fire Equipment

9.2 - General Information Signage

- Stages (direction / location)
- Event Programs (set times etc)
- Camping Areas
- Chill-out area
- Info Tent
- Operations Centre
- Toilets
- Drinking water taps
- Non-Potable water taps
- Entrances and exits
- Parking
- Bus/Shuttle Stop

9.3 - Campground and Track Signage

- No Parking / Stopping
- Keep Access Tracks Clear
- Slow Down

9.4 - External Traffic Signage

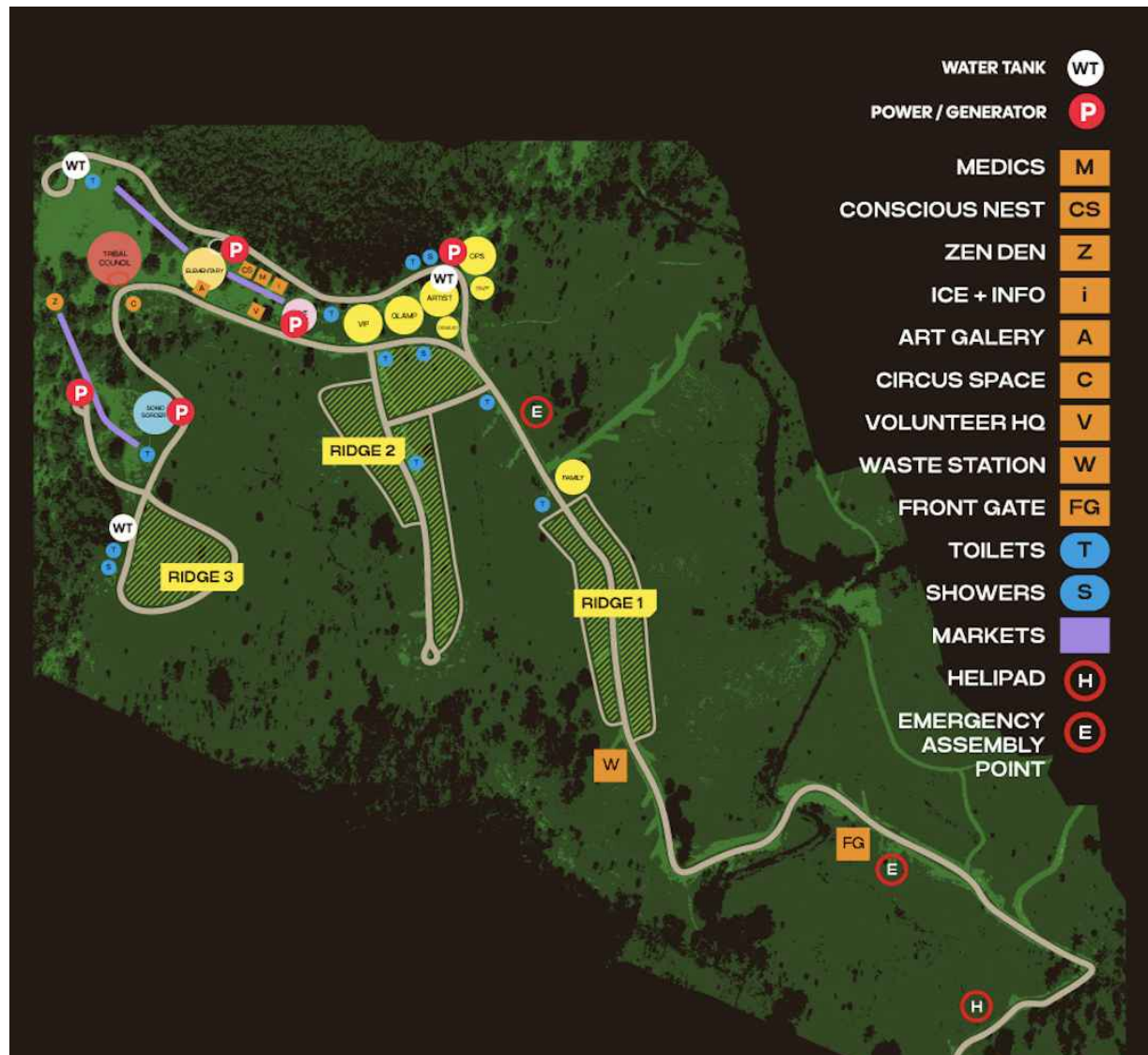
Whilst it is not deemed essential, limited external, directional signage on public roads may be required at, and approaching the Sunday Creek Rd and Kilcoy Murgon Rd intersection. Pending Council instructions.



10.0 - Venue Maps and Festival Layout

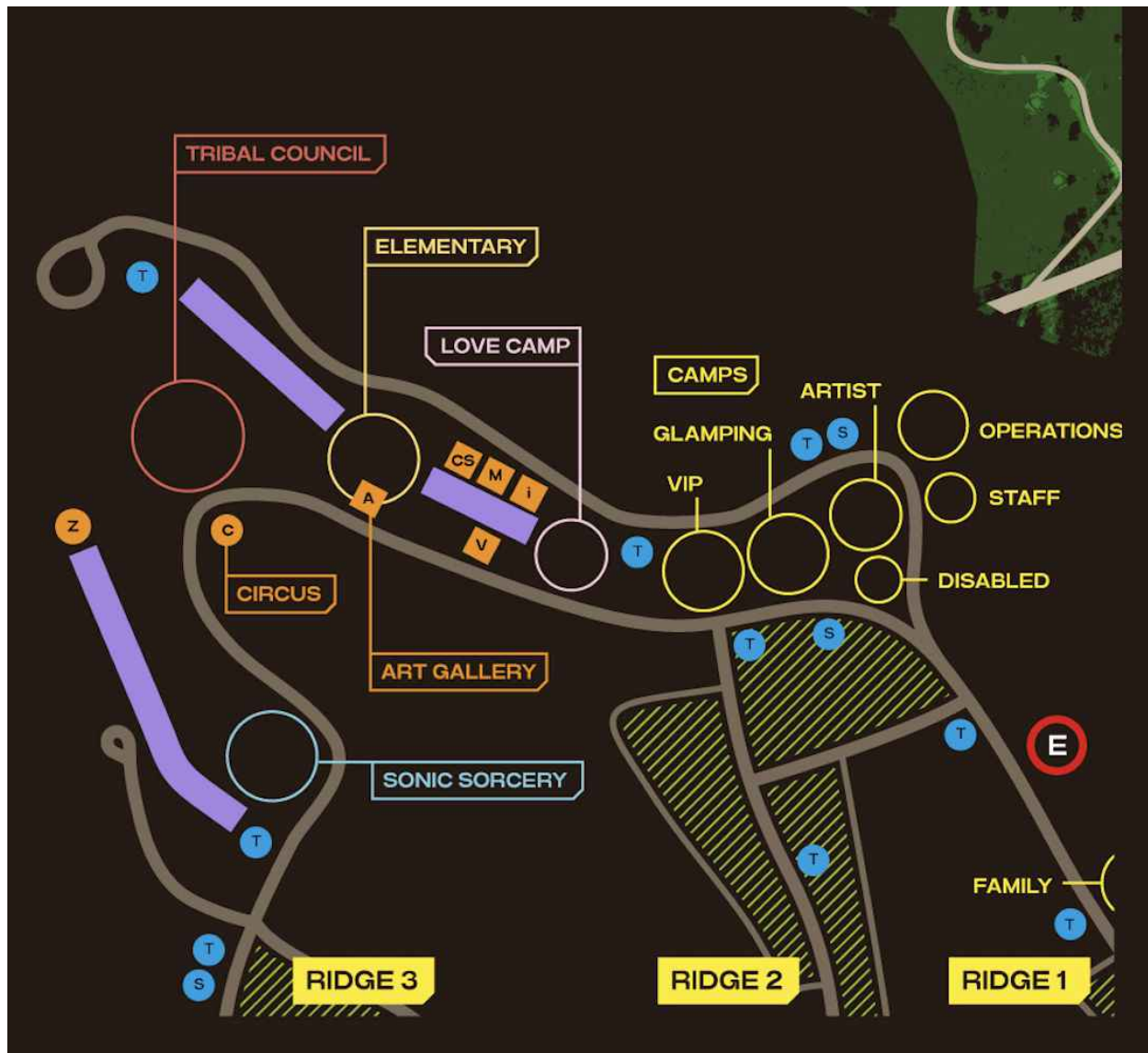
The maps below references the boundaries of the property, all roads, paths, locations of stages and entertainment areas, camping areas (ridges 1, 2 and 3), toilets, showers, drinking taps, water tanks, onsite waste station, waste tanks, market stalls, generator locations, emergency assembly points, medics and more. Further clarification around Public Safety, Traffic and Noise Management (relative to our site map) can be found in the attached appendix documents listed at the conclusion of this EMP.

Site Map





Festival Map





11.0 - On Site Amenities

11.1 - Drinking Water

At our proposed venue in Jimna, 2L of water per person per day is a realistic projection. For an event with a maximum of 4000-5000 people across 3-4 days, this usage rate would require an onsite capacity of 40KL of water for drinking. Elements Festivals are well equipped with more than 120KL drinking water storage on site. FREE Drinking water points have been set up at every toilet & shower block location in both the festival grounds and the campgrounds. Drinking + Shower water is trucked in on Friday, Saturday, Sunday and Monday. Please refer to the map above for tap, shower and toilet block locations.

11.2 - Toilets & Showers

Our proposed venue in Jimna does not have any permanent toilet or shower blocks. As such, the following will be hired:

- 6x 16 toilet blocks and hand basins
- 3x 8/8 toilet/shower combo blocks w/ 3x 20KL water tanks
- 10x individual portaloo toilets

Depending on any information from council or ticket sales / attendance projections, this order may be increased. Please refer to the map above for tap, shower and toilet block locations.

11.3 - Rubbish Bins

Elements maintains a strong 'Leave No Trace' policy and our eco-conscious audience adhere to this ethos. Every year we engage a professional waste management team that operate Thursday - Monday, alongside our volunteer teams of Eco Warriors, who are dedicated and enthusiastic to maintaining and managing the ongoing cleanliness and general rubbish of the festival entertainment and campground areas. A waste sorting facility is erect on site and we are expecting to hire and use the following:

- 100x 240L Wheelie bins
- 2x 30m3 Skip bins

Please refer to the attached document *[ELF24] [Documentation] - Waste Management Plan*.



12.0 - On Site Services

12.1 - Security Services

Elements Festival 2024 has engaged a professional security team. This team consists of 20x guards and operates 24 hours Thursday - Monday. The security mission is to provide safe and secure event activity, protecting assets, personnel and guests. This mission will be achieved by giving full consideration to:

- Coordinating security resources effectively at the event and site
- Managing effective working relationships with event stakeholder
- Coordinating security arrangements with Police (and keeping them informed)
- Anticipating likely event incidents and preparing effective responses
- Reporting and responding to event incidents

12.2 - Medic Services

SecMedic Medical services will be engaged to provide a variety of highly trained professionals and resources that will include First Responders, Registered Nurses, Critical Care Nurses, Paramedics and Doctors, who will be staffing a Medical Assessment Tent (MAT). SecMedic Medical will address the risks of injury and incidents at the Elements Festival by the provision of a Medical Assessment Team and the establishment of a first-aid post which is physically situated alongside the MAT facility. This Medical Assessment Facility will be onsite and situated in a central location close to the Info Tent and the Entertainment Area and will be readily identifiable.

Please refer to the attached document *[ELF24] [Documentation] Emergency Management Plan*.

12.3 - Harm Reduction / Minimisation Services

Every year, Elements engage the professional services of the ConsciousNest; a combination of peer and harm reduction workers as well as qualified healthcare professionals to offer unbiased, factual and scientific information in a compassionate way. Encouraging people to have the knowledge and empowerment to make their own conscious decisions about their potential alcohol and drug consumption, relationships and health. This service operates 24 hours Thursday - Monday.

12.4 - Drug and Alcohol Testing

Blow Me First is an interactive drug and alcohol testing and education service on the front line of music and lifestyle events Australia-wide. BMF promotes safe social environments by empowering people to know their level of intoxication and encouraging them to make responsible decisions based on this information. The service they provide assists event patrons to get home safely by giving them an opportunity to be Drug (saliva) & Alcohol (breath) tested before leaving an event. This service operates Saturday - Monday.



13.0 Environmental Management

Elements Festival places a strong emphasis on ensuring the environmental and ethical sustainability of the festival by striving for industry best-practice in all the event operations. The following points outline our approach to some key environmental considerations.

13.1 - Choice of Venue

The most critical aspect of managing a festival's environmental impact is the selection of a suitable venue. The proposed venue, in Jimna, is well suited to a festival of this scale, with well constructed access roads which will not cause additional erosion from the festival traffic, a clear and established site layout with designated areas for festival activities / stages and separate camping has been created and supplied.

13.2 - Native Wildlife and Pets at the festival

For the safety and comfort of patrons and crew, the wellbeing of the animals themselves and for the protection of local wildlife, no domesticated pets or farm animals will be permitted on-site during bump-in, event and bump-out phases of the festival. This will be made clear in the festival guidelines, promotional material, and the staff/crew code of conduct. Seeing-eye and other assistance animals are exempt from this ban.

13.3 - Sewerage & Waste Management

The hired toilet blocks would be pumped early each morning, ready for the day ahead. These pumps would happen on Friday, Saturday, Sunday and Monday. A dedicated toilet waste, semi trailer tanker would be parked near the site and all waste transferred to this trailer before heading back to Brisbane transfer station on Monday.

13.4 - Waste Management Plan

Please refer to the attached document *[ELF24] [Documentation] - Waste Management Plan*.



14.0 Alcohol Management

Elements Festival does not actively promote alcohol as an essential part of the festival experience. The festival is planning to operate on a model following similar events in the industry with a limited BYO alcohol policy, and aims to foster a responsible and moderate approach towards the consumption of alcohol. The following points outline the chosen approach to the consumption of alcohol at the festival and the various safety issues involved.

14.1 - Sale of Alcohol

Alcohol is not sold at the festival. There is no bar, bottle shop or any other designated space for the sale of alcohol.

14.2 - Promotion of Alcohol

Alcohol is not in any way promoted at the festival. There are no banners, sponsors, endorsements of alcohol in any aspect of the festival.

14.3 - BYO Policy

Elements Festival will allow adults of 18 + years to bring what is deemed to be reasonable amounts of alcohol on site and allow the consumption of alcohol in certain areas of the festival such as dancefloors and campgrounds, but disallow it in other areas such as the workshops space, art gallery and family spaces.

14.4 - No Glass Policy

For public safety and environmental reasons, the festival will enforce a No Glass policy. This will be mentioned in all key promotional outlets and vehicles entering the site will be searched for glass. Any glass bottles will be confiscated by security and not allowed into the site.

14.5 - Responsible and Moderate Consumption of Alcohol

Elements Festival promotes a message of responsible and moderate consumption of alcohol. In our festival guidelines which are published on the festival website and in short form on certain promotional materials, the message of responsible and moderate consumption of alcohol is mentioned. Onsite, the contracted security team are briefed that alcohol consumption is a key concern and that individuals displaying excessive consumption or irresponsible behavior associated with consumption of alcohol should be approached and cautioned, and may have their alcohol confiscated if they are presenting any risk to themselves or others.

14.6 - Alcohol and Road Safety

The safety of festival and patrons and the general public on the roads is of paramount importance and Elements Festival will promote the 'Don't drink and drive' message in all festival guidelines, directions to site and key promotional material. There will be full cooperation with any Police road safety initiatives,



working towards minimal issues and good road safety outcomes.

14.7 - Alcohol and Minors

As the Elements Festival is an all ages event, the issue of consumption of alcohol by minors is a key concern. For this reason, there will be a different coloured festival wristband issued to children under the age of 18.

Children under the age of 13 are permitted to the event free and will be wrist-banded as children at the front gate. Youth aged between 13 and 17 are entitled to a discounted teenager 'youth' ticket and will also be banded as a child and must be in the presence of a parent or legal guardian at all times.

Security will be briefed to monitor public areas of the festival and deal with any suspected instances of consumption of alcohol by minors with on the spot wristband and ID checks, and the confiscation of any alcohol seen to be consumed by minors.



15.0 Insurance

15.1 - Public Liability Insurance

Elements Festival 2024 have Public Liability Insurance (PLI) to cover the full extent of its operation and fulfill legal obligations for public liability. A \$20 million PLI cover policy is in place, with the venue and Somerset Council as interested parties.

15.2 - Worker Insurance

Elements Festival takes on a number of contracted individuals as crew (usually around 20-30) for its operation before, during and after the festival dates. Contracted individuals are classed as workers and therefore require workers insurance under s48, Workers' Compensation and Rehabilitation Act 2003. Elements Festival will have insurance through WorkCover QLD for its workers.

15.3 - Volunteer Insurance

Elements Festival takes on approximately 200-400 volunteers for its operation before, during and after the festival dates. Volunteers insurance through Spoke Insurance to cover volunteers for accidents and injuries.

15.4 - Cancellation Insurance

Elements Festival is currently researching quotes for cancellation insurance for situations relating to unsafe conditions where the event needs to be cancelled - extreme rain or fire.

15.5 - Contractor Insurance

When selecting contractors for the various production aspects and services, priority is given to contractors carrying their own PLI and Professional Indemnity. In the case where a suitable contractor can not be found who carries their own insurance, a contractor without PLI may be selected and their details will be added to the festival's PLI application so they are covered under the festival's PLI.



16.0 Contingency and Cancellation

Elements Festival is advertised as an outdoor, all weather event. The event is designed with the extremes of the Australian summer in mind, and useful information about topics such as heat, rain, outdoor camping comfort etc are included in our festival guidelines and planning tips. There are, however, certain conditions which may trigger contingency planning or cancellation.

16.1 - Wet Weather

In the case of light to average rainfall, no change in event operation would take place, other than additional caution in aspects such as electrical safety, vehicle movements and crowd supervision. In cases of heavy rain, there may be periods of temporary closure of the stages for safety reasons.

16.2 - Flooding

If a significant weather event such as flooding is forecast, which may cause significant access issues during the ingress or egress, the cancellation of the event may be considered. If there is thought to be a significant risk to the safety of the festival crew and patrons, cancellation may be considered.

16.3 - Fire

In a case of extreme fire risk, or the presence of bush fires in the local area, if it is deemed unsafe for a mass gathering, the cancellation of the event may be considered.

16.4 - Show Stop

Show stops are called only when it is deemed necessary to prevent serious injury or death to event patrons, artists or staff. Show stops can only be called by top event management or allocated stage managers.

17.0 - WHS & Public Safety

Please refer to the attached document [ELF24] [Documentation] *WHS & Public Safety Management Plan*

18.0 - Emergency Management

Please refer to the attached document [ELF24] [Documentation] *Emergency Management Plan*.

19.0 - Traffic Management

Please refer to the attached document [ELF24] [Documentation] *Internal Traffic Procedure Plan*

20.0 - Noise Management

Please refer to the attached document [ELF24] [Documentation] *Noise Management Summary*, the Acoustic Report from 2022 and the 2024 Noise Management Plan which has been prepared for the Jimna festival site.



21.0 - Operating Hours Plan

Please refer to the attached document [ELF24] [Documentation] *Operating Times Plan*.

22.0 - Waste Management Plan

Please refer to the attached document [ELF24] [Documentation] - *Waste Management Plan*.



*ELEMENTS FESTIVAL
JIMNA 2024
NOISE MANAGEMENT PLAN
Noise Impact Assessment*

Rev 3

Project Number 5612

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Summary

This report is in response to a request from Elements 2024 located 5.6km south of Jimna Village, 4515 on a rural property Lot 2 on SP 228062 and 7AP23765, to undertake acoustic testing for an outdoor event that will occur for the following duration:

Thursday 25th to the Sunday the 28th January 2024

This Noise Management Plan (NMP) has been developed to manage amplified noise associated with Elements 2024 (the event), a music and camping festival to be held. The festival is planned and implemented by Elements, a company specialising in large outdoor events.

The venue is scheduled to commence at 10 a.m. on 25th January 2024 and conclude at 12 am. on 29th January 2024.

Up to 4,000 patrons are expected to attend.

The previous event in October 2022 has had an impact on the neighbouring residence. It was noted and recorded that the low frequency of the event could be heard up to. 20km away. This is not acceptable. As a result of the previous response several changes will be enacted to prevent this from happening these are:

- Stage location and speaker directivity corrected
Smaller Sound Systems are used at each stage.
- Reduced levels with clear instruction at each stage
- Cardioid Systems used on Tribal Council & Sonic Sorcery sound systems.
- Restricted hours of use
- All Sound systems are to be turned off at Midnight.
- A proposed barrier along the southern boundary (Hay Bale isolated background wall)
Live monitoring from two locations with remote access and audio
- Additional spot measuring on-site/responsive and preventive measures
- Acoustic consultant to remain on site for the entire duration of the event.

Stage Limit			
Stage	Day Time levels from 7a.m – 10p.m	Night Time levels from 10 p.m – 12 a.m	Morning levels from 12 a.m – 2 a.m
All Stages	92 dB(A) – 105 dB(C)	62dB(A) 75dB(C)	N/A

Criteria

EPA Criteria

440X Open-air events.	Day 7 a.m. – 10 p.m.	Night 10 p.m. – 12 a.m.	Morning 12 a.m. to 7 a.m.
RBL L90	37	29	29
Criteria L10 (dB(A))	70dB(A) – At residential boundary	Background + 10dB(A) Or 50 dB(A) whichever is lower	No audible noise, this will include base/low-frequency
Background + Criteria	70dB(A) – At residential boundary	39 dB(A)	No audible noise, this will include base/low frequency.

Stage operating times reduced:

Stage	Thursday	Friday	Saturday	Sunday
Tribal	N/A	7pm – 12am	8am – 12am	8am – 12am
Sonic	12pm - 12am	8am – 12am	8am – 12am	8am – 6pm
Love Camp	12pm - 12am	8am - 12am	8am - 12am	8am -6pm
Elementary	8pm - 12am	8pm - 12am	8pm - 12am	N/A

Limits FOH Day and Night up to 12 a.m

FOH Measurement 30m	Day Time levels from 7a.m. – 10 p.m.	dB(C)	Nighttime levels from 10 p.m. – 12 a.m.	dB(C)	Past 12am
Tribal Council	102 dB(A)	115 dB(C)	72 dB(A)	85dB(C)	N/A
Sonic Sorcery	102 dB(A)	115 dB(C)	72 dB(A)	85db(C)	N/A
Elementary	102 dB(A)	115 dB(C)	72 dB(A)	85db(C)	N/A
Love Camp	102 dB(A)	115 dB(C)	72 dB(A)	85db(C)	N/A

*Reduce levels starting from 9:45 p.m.

Stage levels with the 10 dB(A) penalty applied : tonality and impulsive characters.as per AS1055-2018

Sound Character Penalty -10dB(A)			
Stage	Day Time levels from 7a.m – 10p.m	Night Time levels from 10 p.m – 12 a.m	Morning levels from 12 a.m – 2 a.m
All Stages	92 dB(A) – 105 dB(C)	62dB(A) 75dB(C)	N/A

Contents

1.0	INTRODUCTION	3
2.0	OBJECTIVES	3
3.0	NOISE CRITERIA	4
4.0	STAGE LOCATION EQUIPMENT AND DIRECTIVITY	5
5.0	SENSITIVE RECEPTORS	8
6.0	EXISTING AMBIENT.....	10
7.0	EVENT CRITERIA.....	11
8.0	STAGE TIMES	12
9.0	STAGE LIMITS– DAY, NIGHT	12
10.0	EQUIPMENT AND MONITORING METHODS	14
11.0	RESPONSIBLE PERSONNEL.....	15
	Principal Organiser	16
11.1	Production Manager (1).....	16
11.2	Stage Manager (1).....	16
11.3	Sound Technician (1).....	16
11.4	All Event Staff	16
12.0	COMPLAINT HANDLING	18
	Notify Principal Organiser	19
	Notify Principal Organiser	19
	Notify Principal Organiser	19
13.0	POST REPORT	21

1.0 INTRODUCTION

This report is in response to a request from Elements 2024 located 5.6km south of Jimna Village, 4515 on a rural property Lot 2 on SP 228062 and 7AP23765, to undertake acoustic testing for an outdoor event that will occur for the following duration:

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Up to 4,000 patrons are expected to attend.

The previous event in October 2022 has had an impact on the neighbouring residence. It was noted and recorded that the low frequency of the event could be heard up to. 20km away. This is not acceptable. As a result of the previous response several changes will be enacted to prevent this from happening these are:

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- Restricted hours of use
- All Sound systems are to be turned off at Midnight.
- A proposed barrier along the southern boundary (Hay Bale isolated background wall)
Live monitoring from two locations with remote access and audio
- Additional spot measuring on-site/responsive and preventive measures
- Acoustic consultant to remain on site for the entire duration of the event.

The following report includes details of what we are assessing and how these will be implemented into the event to manage and maintain amenity, implement, and enforce the criteria and maintain communication so that personnel can be proactive instead of reactive.

2.0 OBJECTIVES

The objectives of this report are to:

1. Identify Noise Criteria and Local Council Requests
2. Identify Equipment and stage positions including directivity
3. Identify additional sensitive receptors that may be impacted by the event
4. Identify existing ambient levels
5. Outline monitoring methods/equipment
6. Outline predicted noise levels from Front of House (FOH) dB(A) and (C).
7. Outline predicted levels to the nearest sensitive receptors (closest for each direction) dB(A) and (C)
8. Complaints management and process
9. Noise Management Plan (NMP) and how this will be implemented
10. Personnel contacts and responsibilities
11. Provide post results from the event
12. Post evaluation and results and recommendations – for council submission

3.0 NOISE CRITERIA

- Manage the noise to generally under EPA limits:

440X Open-air events

(1) An occupier of premises must not use, or permit the use of, the premises for an open-air event on any day—

- (a) before 7a.m, if the use causes audible noise; or*
- (b) from 7 am to 10 pm, if the use causes noise of more than 70dB(A); or*
- (c) from 10 pm to midnight, if the use causes noise of more than the lesser of the following— (i) 50dB(A);
(ii) 10dB(A) above the background level.*

Somerset Reginal Council – Response 1559072

1. Review the current Noise Management Plan to ensure that the information flows from page to page in chronological order;
2. Revise the Site Plan to indicate the location of all four stages and the direction which they face;
3. Include predicted amplified music noise impact to all of the closest sensitive receptors, giving consideration to the additional receptors listed below;
4. Provide detail of the PA systems to be used for each of the four stages and the acoustic features of those PA systems to minimise bass spill to the rear of the stage and how the amplified music will be contained within the audience area;
5. Provide details of the location of the PA for each stage – stage stacked, flown arrays, ground stacked, etc;
6. Revise the amplified music calculations with respect to taking adequate account of the difference between the front of house dB(A) and dB(C) levels, providing justification for the adopted 10 dB difference or adopt a minimum 13 dB difference;
7. Provide detail of how the volume of all four stages will be reduced by the currently specified 30 dB(A) at 2200 hours and a further 15 dB(A) at midnight. That is, will this occur gradually over a period of time or ‘instantaneously’ at 2200 hours and midnight;
8. Give consideration to nominating, in addition to the dB(A) level not to be exceeded at front of house, and dB(C) level not to be exceeded at front of house, for the different time periods;
9. Include in the noise impact calculations how the combined effect of all four stages operating at the same time has been accounted for;
10. Clearly identify, for each of the stages, the separation distance to the front of house or, if the stage is side mixed, the distance to the reference noise measurement location for each stage;
11. Provide details of what information will be included in the report at the end of the festival and that this report will be provided to Council;
12. Detail method of communication between the principal stakeholders
13. Include detail of the action to be taken and by whom in the event of a noise complaint and event amplified music noise levels exceeding the nominated noise limits, together with the method of communication.

4.0 STAGE LOCATION EQUIPMENT AND DIRECTIVITY

Tribal Council – Main Stage

A professional Nexo STM series array will be deployed. The main array will consist of 6 per side M28 array elements flown from the truss, additionally, 4 more elements will be used for front fill along the front edge of stage for even coverage of the audience. A cardioid subarray will be set along the front edge of the stage, using a total of 8 Nexo RS18 dual 18" subwoofers. By configuring the sub array in a cardioid setup, we can achieve a significant reduction of 12-15 dBC in sound pressure level (SPL) directly behind the stage. This approach minimizes sound spill to areas where it's not needed.

We're using Nexo's NS1 design software to carefully plan and optimize the audio system's coverage. Our goal is to deliver the best sound quality to the dance floor while effectively reducing sound spill to other areas of the venue.

FOH System Specs 30 meters from stage:

16 x Nexo STM M28 Array Element.

8 x Nexo RS18 Subwoofer

Sonic Sorcery – Second Stage

A professional Nexo GeoS12 series array will be deployed. The main array will consist of 3 per side GeoS12 array elements ground stacked. A cardioid sub array will be set along the front edge of the stage, using a total of 4 Nexo RS18 dual 18" subwoofers. By configuring the sub array in a cardioid setup, we can achieve a significant reduction of 12-15 dBC in sound pressure level (SPL) directly behind the stage. This approach minimizes sound spill to areas where it's not needed.

Positioned immediately behind the stage facade around the rear of the left and right ground stacked system, we will assemble 2x hay bale diffuser walls in a U shape (around each speaker stack). These diffusers consist of large rectangular cut hay bales artfully arranged and stacked in a staggered formation, resembling a curved brick wall with pockets, creating an effective sound absorption and diffusing barrier. This thoughtful setup aims to further mitigate and reduce low end sound transmission beyond the designated area.

FOH System Specs:

6 x Nexo GeoS12 Array Element.

4 x Nexo RS18 Subwoofer

Love Camp Stage

A professional Nexo PS & RS series system will be deployed. As the system is only required to cover a smaller area and to help reduce noise spill between stages the system will consist of two Nexo PS15-R2 tops & and two RS18 Subwoofers.

Three shipping containers strategically surround the rear of the speakers and stage, creating an effective barrier, while hay bale stacks are neatly arranged between the speakers and the containers. The forward-facing orientation of the sound system is directed across a cozy 20m dance floor, fostering an intimate atmosphere. The nature of the setup ensures that the amplified sound is predominantly absorbed by the human bodies on the dance floor. Additionally, towards the rear of the dance floor, a spacious stretch tent with three sides pulled down to the floor functions like a baseball glove, skilfully catching and dampening the sound. Behind the concealed sides of the stretch tent walls, out of sight from the attendees, we will implement hay bale diffuser walls. These diffusers consist of large rectangular cut hay bales artfully arranged and stacked in a staggered formation, resembling a brick wall with pockets, creating an effective sound absorption and diffusing barrier. This thoughtful setup aims to mitigate sound transmission beyond the designated area.

FOH System Specs:

2 x Nexo PS15-R2 Speaker

2 x Nexo RS18 Subwoofer

Elementary Stage

A professional Nexo PS & RS series system will be deployed. As the system is only required to cover a smaller area and to help reduce noise spill between stages the system will consist of 2 Nexo PS15-R2 tops & 2 RS18 Subwoofers.

The Elementary Lifestyle Village is a dedicated area encompassing multiple workshop spaces, a kids' area, and an art gallery, enclosed by sturdy 2.4m plywood walls spanning the entire perimeter of this expansive 50m x 50m space. Within this designated space, our workshop areas and art gallery are equipped with a specially designed roofing system—a substantial, tarp-like canvas. This purpose-built roof not only provides shelter but also serves as an effective barrier to contain amplified music, ensuring that the sounds generated within this lively zone remain confined.

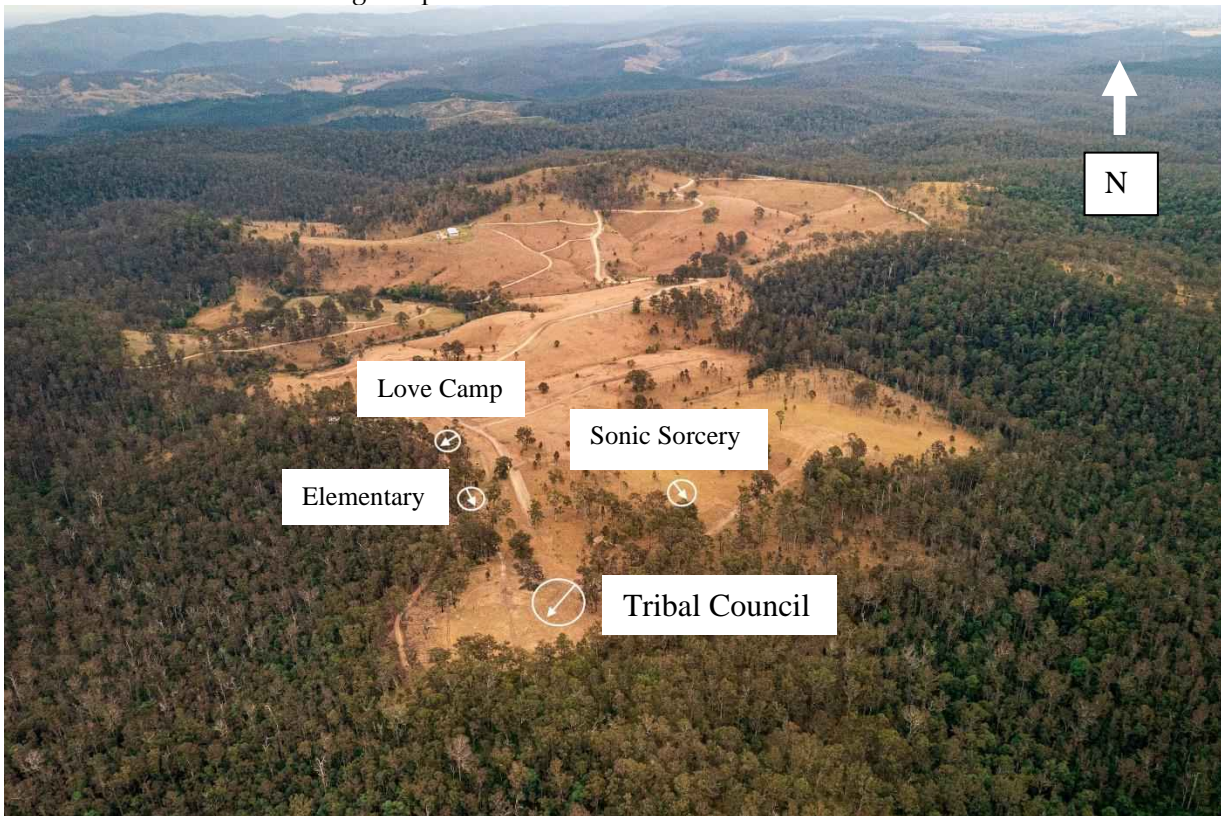
To further enhance sound containment, we've implemented additional measures around the performance area. Positioned immediately behind the 2.4m plywood walls and extending behind the 4.2m x 3.6m @.6 tall stage, and speaker stacks, we will assemble 3m tall hay bale diffuser walls. These diffusers consist of large rectangular cut hay bales artfully arranged and stacked in a staggered formation, resembling a brick wall with pockets, creating an effective sound absorption and diffusing barrier. This thoughtful setup aims to further mitigate sound transmission beyond the designated area.

FOH System Specs:

2 x Nexo PS15-R2 Speakers

2 x Nexo RS18 Subwoofer

Plate 4.0: Aerial view showing site placement.



The directivity of the above shows that Love Camp could impact the southwest sensitive receptors (SR) while Sonic Sorcery and Elementary are likely to impact the southeast SR and Tribal could impact the south SR. Acoustic mitigation is recommended to remove the risk of low frequency spilling out onto neighbouring residences.

5.0 SENSITIVE RECEPTORS

During Elements 2022, Summerset Council provided details of previous complaints and impacts the event had on surrounding areas.

- Jimna Village North
- Sheep Station Creek
- Mount Kilcoy and Sandy Creek

In addition to the above Summerset Council has requested to add:

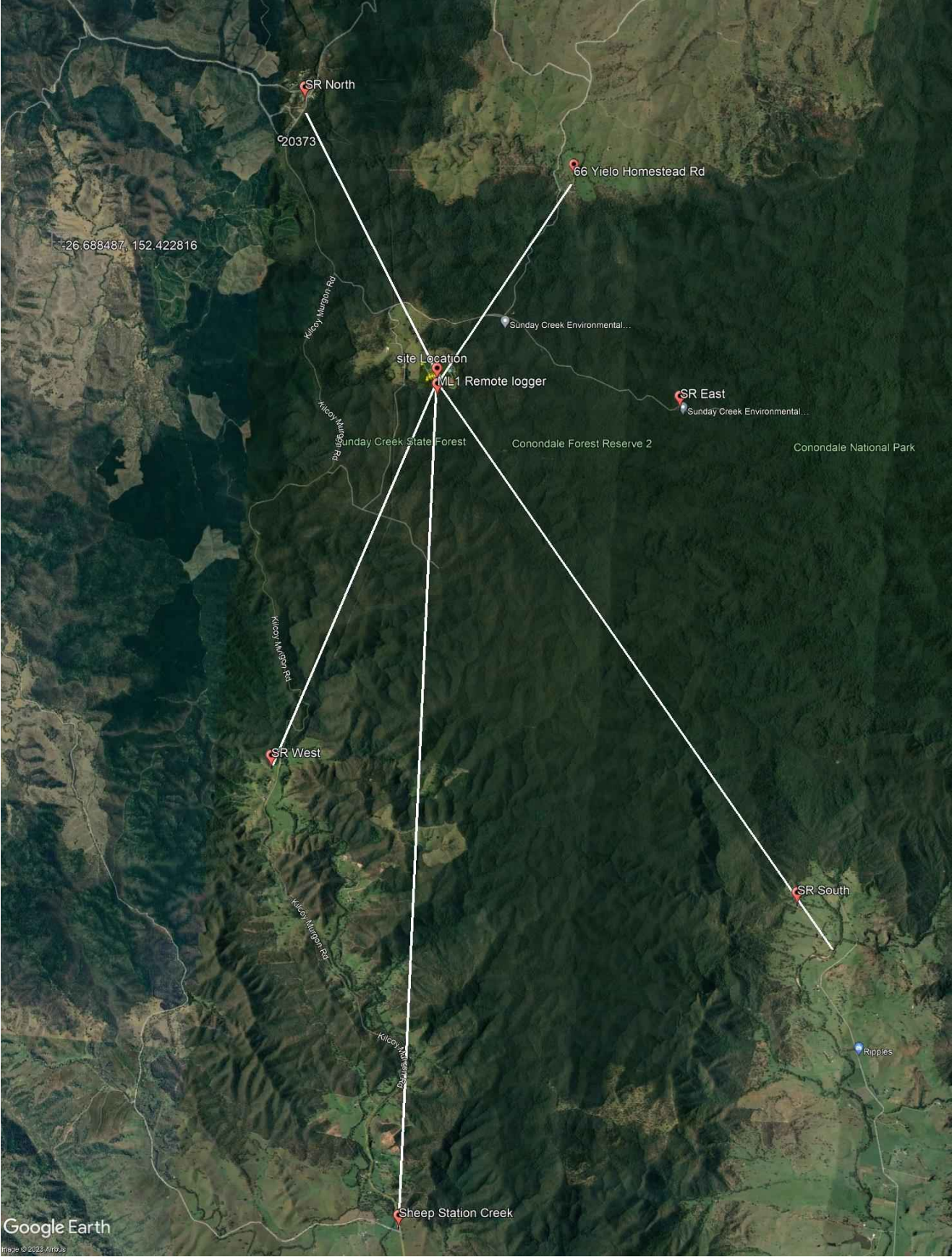
- apparent residence to the west on Lot 207 on FTY1885, approximately 5220m distant;
- residence to the NNE at 62 Yielo Homestead Road, approximately 4350m distant;
- residence to NNE at 66 Yielo Homestead Road, approximately 4400m distant;
- residence to NNE at Lot 63 on L37548 Yielo Road, approximately 4800m distant;
- residence to the west at 2300 Monsildale Road, approximately 8450m distant.

While the above is relevant, to assess the levels of impact, only the closest sensitive receptors within the North, East, South and West will be observed. As long as these key points are monitored for low frequency, we will be able to mitigate and minimise the impact.

Table 5.0 – Showing distance to the sensitive receptors

Nearest sensitive receptors		
Sensitive Receptors (SR)	Address	Distance Metres
SR North	Jimna Village. Jimna 4515	5200m
SR North/East	62 Yielo Homestead Road, Jimna	4300m
SR East	Environmental retreat -Sunday Creek Rd, Jimna QLD 4515	4100m
SR South	Yandilla Camping and Farm Stay, Mt Kilcoy Road	11000m
SR South/West	2391 Kilcoy Murgon Road, Sheep Station Creek 4515	7400m

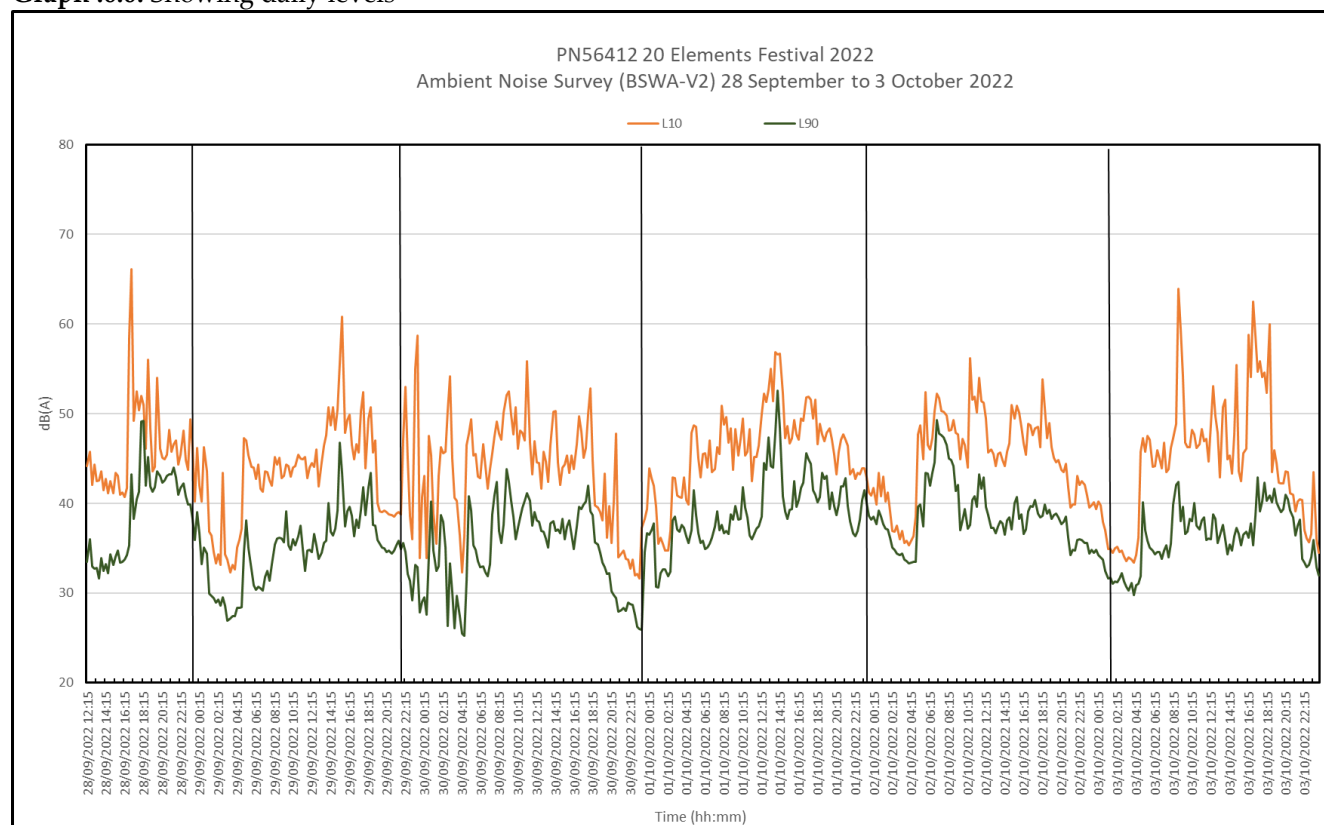
Plate 5.0: Showing surrounding areas that were impacted during 2022.



6.0 EXISTING AMBIENT

To determine background ambient noise levels of the locality, a logger was placed at Jimna Village from the 28th of September to the 3rd of October 2022 and was used in the Palmer Acoustics report PN5612 Jimna Elements NMP 2022. The logger was a BSWA Class 2 Sound level meter and calibrated with a B&K Class 1 S/N 2153030, and all equipment was NATA certified.

Graph :6.0: Showing daily levels



Background levels were obtained by amalgamating the 4 days using the L90 percentile. During this period no events were held on the grounds and no extraneous noises were identified. Insects and birds were the dominant sound with the occasional car pass.

Table 6.0: The background RBL is the combination of the L90 over the 5 days.

Background Levels	Day 7 a.m – 10 p.m	Night 10 p.m – 12 a.m	Morning 12 a.m to 7 a.m
RBL L90	37	29	29

7.0 EVENT CRITERIA

Table 7.0: Background RBLs L90 with Criteria Applied dB(A)

440X Open-air events.	Day 7 a.m. – 10 p.m.	Night 10 p.m. – 12 a.m.	Morning 12 a.m. to 7 a.m.
RBL L90	37	29	29
Criteria L10 (dB(A))	70dB(A) – At residential boundary	Background + 10dB(A) Or 50 dB(A) whichever is lower	No audible noise, this will include base/low-frequency
Background + Criteria	70dB(A) – At residential boundary	39 dB(A)	No audible noise, this will include base/low frequency.

In addition to the above, a comparison to dB(C) is required. This will allow the capture of low frequency particularly during the periods of 10:00 pm – 12 am.

Council Information Request point 6 – “Revise the amplified music calculations with respect to taking adequate account of the difference between the front of house dB(A) and dB(C) levels, providing justification for the adopted 10 dB difference or adopt a minimum 13 dB difference;”

A 13 dB difference between dB(A) and dB(C) has been adopted for the following.

Table 7.1: Background Criteria dB(A) - dB(C)

dB(C)	Day 7 a.m – 10 p.m	Night 10 p.m – 12 a.m	Morning 12 a.m to 7 a.m
Background + Criteria dB(A)	70dB(A) – At residential boundary	39 dB(A)	No audible noise, this will include base/low frequency.
Background + Criteria dB(C)	83 dB(C) – At residential boundary	52 dB(C)	No audible noise, this will include base/low frequency.

Table 7.2: Levels at the nearest sensitive receptors

Levels at nearest sensitive residence				Morning levels from 12 a.m – 2 a.m. – N/A
Sensitive Receptors (RS)	Distance Metres	Day Time levels from 7a.m – 10p.m	Night Time levels from 10 p.m – 12 a.m	
RS North	5200m	50 dB(A)	20 db(A)	<10dB(A)
RS North E	4300m	51dB(A)	21 db(A)	<10dB(A)
RS East	4100m	52 dB(A)	22 db(A)	<10dB(A)
RS South	11000m	44 dB(A)	14 db(A)	<10dB(A)
RS West	7400m	47 dB(A)	17 db(A)	<10dB(A)

8.0 STAGE TIMES

The gate opens - Thursday 10 am

The proposed operating hours for the stages are:

Table 8.0: Opening and closing times

Stage	Thursday	Friday	Saturday	Sunday
Tribal	N/A	7pm – 12am	8am – 12am	8am – 12am
Sonic	12pm - 12am	8am – 12am	8am – 12am	8am – 6pm
Love Camp	12pm - 12am	8am - 12am	8am - 12am	8am -6pm
Elementary	8pm - 12am	8pm - 12am	8pm - 12am	N/A

Note -No amplified music will be played after midnight.

Reduction in noise levels after 10 pm

- A subtle and gradual descent from 945pm will be executed from each stage to minimise the impact.

9.0 STAGE LIMITS– DAY, NIGHT

FOH will be set up 30 metres from each stage. In the below tables, it will show three lots of measurements. Day, Night and Morning. These are to cover the periods as outlined in the EPA.

To rectify the concerns of amplified music being audible Elements have adopted the recommendation of shutting down the amplified music at 12 am as outlined in the time schedule.

The remote loggers are positioned to capture the directivity of Tribal Council, Sonic Soucery, Elementary and Love Camp covering south/east to south/west. Attended monitoring will be conducted north, north/east and east.

Table 9.0: FOH Levels Day

Day Time levels from 7 a.m. – 10 p.m.					
Stage	FOH Measurement 30m	dB(C)	Remote Logging ML1	Remote Logging ML2	from 7 am to 10 pm, if the use causes noise of more than 70dB(A);
Tribal Council	102 dB(A)	115 dB(C)	78db(A)	85db(A)	<70dB(A)
Sonic Sorcery	102 dB(A)	115 dB(C)	76db(A)	80db(A)	<70dB(A)
Elementary	102 dB(A)	115 dB(C)	79db(A)	79db(A)	<70dB(A)
Love Camp	102 dB(A)	115 dB(C)	81db(A)	79db(A)	<70dB(A)

Table 9.1: FOH Levels Night

Night Time levels from 10 p.m. – 12 a.m.					
Stage	FOH Measurement 30m	dB(C)	Remote Logging ML1	Remote Logging ML2	Background + 10dB(A)
Tribal Council	72 dB(A)	85dB(C)	52db(A)	52db(A)	<39 dB(A)
Sonic Sorcery	72 dB(A)	85db(C)	52db(A)	52db(A)	<39 dB(A)
Elementary	72 dB(A)	85db(C)	52db(A)	52db(A)	<39 dB(A)
Love Camp	72 dB(A)	85db(C)	52db(A)	52db(A)	<39 dB(A)

Table 9.2: FOH Levels Morning

Morning levels – All stages to Close			
Stage	FOH Measurement 30m	Remote Logging ML1/2	No audible noise, this will include sound characters such as impulse /low-frequency
Tribal Council	N/A	N/A	N/A
Sonic Sorcery	N/A	N/A	N/A
Elementary	N/A	N/A	N/A
Love Camp	N/A	N/A	N/A

10.0 EQUIPMENT AND MONITORING METHODS

To manage noise across the site and work with the production manager to ensure that the agreed noise limits are met at the respective stage. In addition, the event coordinators and production personnel must attend the pre and post-briefing meetings. Our acoustic consultants are to supply calibrated instruments as follows:

- Jimna Base Camp (approx. 5.6 km NE from stages) ML 1
 - 2 x Larson Davis NMS044 Class 1 Remote noise logger with full spectral range and audio
 - Laptop and App supplied to stage manager app for continued live monitoring.
- Norsonic 140 Class 1 Sound level meter – 1/3 octaves to be used for spot measurements when responding to localised sensitive receptors throughout the night/morning.
- B&K Class 1 Calibrator 4231

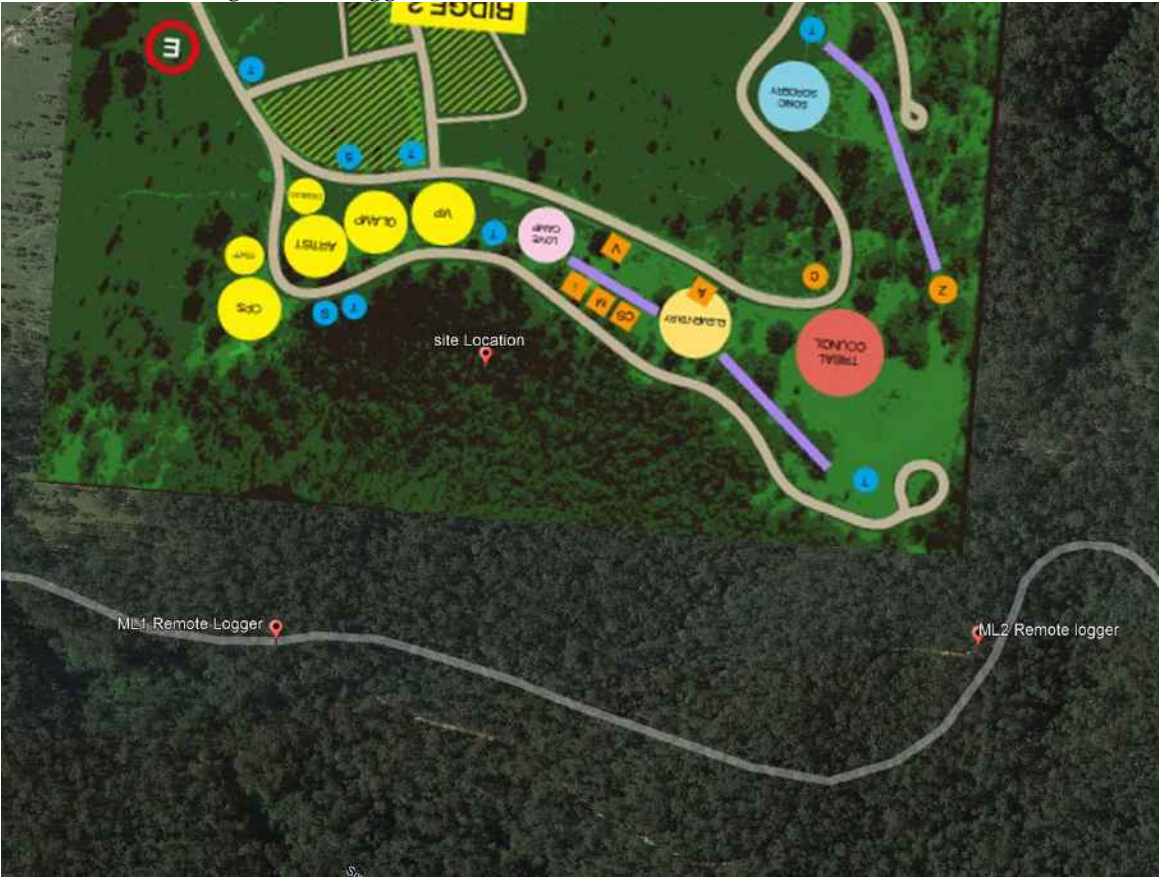
All equipment currently holds a NATA certificate.

Continuous noise monitoring

As the directivity has been adjusted so that the Tribble Council is facing southeast, Sonic Sorcery facing east, a remote logger ML2 is to be placed approximately 211 metres on the southeast boundary of the neighbouring site.

The second remote logger is to be placed south/west to record levels from Love Camp approximately 350m from Love camp.

Table 10.0: Showing Remote logger locations



To accurately gauge the level, the measurements will be set to L10 with 1-minute intervals. Should the limit be exceeded for 3 consecutive minutes, Palmer Acoustics will inform the event manager of the current levels providing an opportunity to address it. Site Locations to the nearest sensitive receptors are shown in the following Plate.

Communication is provided by Elements through handheld radios with the communication channel provided leading up to the event. Mobile phones are to be used in organising a briefing with regular updates on how the noise levels were managed and what could be improved.

The Acoustic Consultant will be required to travel from stage to stage conducting spot measurements 30 meters from each stage to ensure that the levels are being kept. The stages themselves will have additional monitoring equipment to assist them in maintaining these levels.

11.0 RESPONSIBLE PERSONNEL

- The acoustics consultants will be present on-site for a minimum of 8 hours per day (4 p.m. up to 12 a.m.) and will carry out the pre-event commissioning tests the day before on Wednesday 24 January from 8 p.m. to 10 p.m.
- Access to the remote logger at ML 1 and ML 2 will be available 24 hours a day.
- The project acoustic engineer will carry responsibility for informing the event coordinator of the current noise levels and any exceedances as they occur and providing additional information that will assist in maintaining the criteria throughout the event.
- The project engineer will have access to a mobile vehicle to report levels from the northern and eastern Sensitive Receptors.

Communications

- Direct communication lines will be established between the local community members, event management, and the SRC (Through Elements) to enable discussion and response to any noise issues during the event. Due to the area's poor cell phone connection, a two-way radio will be supplied to the following with a dedicated channel:

Principle contacts are:

- Principal Organiser; Trent Stewart
- Production Manager; Trent Stewart
- Stage Manager Laurie Tardent
- Sound Technician; Geoff Pollit
- Project Acoustic Engineer; Mathew Dyer, Eric Huang

Principal Organiser

- Communication to residents' details of the event in advance of the event.
- Ensuring the necessary resources are available for the effective implementation of this NMP
- Participate in post-event debriefs as necessary.

11.1 Production Manager (1)

- Procurement of supply, materials, equipment, and labour outlined in this NMP includes dB(A) sound level meters used to set the dB(A) levels controlled by the sound technician.
- Be aware of NMP procedures and limits.
- Ensure all relevant staff adhere to the noise controls and requirements outlined in this NMP
- Ensure timely response to any noise-related issues or complaints during the Festival
- Participate in post-event debriefs with the Council and other stakeholders.

11.2 Stage Manager (1)

- Ensuring levels at the mixing desk remain within the threshold noise limits outlined in this NMP;
- Ensuring stage programming is following the operating hours specified in this NMP.

11.3 Sound Technician (1)

- Set up and test all audio and acoustic equipment before the festival commences;
- Monitor (with handheld dB(A)) meter and adjust noise levels as required throughout the Festival;
- Ensure noise meters/monitoring equipment is calibrated before use;
- Ensure noise levels at the mixing desk are within the agreed parameters for the duration of the event;

11.4 All Event Staff

- Assist in educating patrons, vendors, and contractors to adhere to site rules/conditions of entry.

Overall Responsibility Palmer Acoustics

- Ross Palmer – Palmer Acoustics Principal Engineer

Off-Site

- Mathew Dyer –Lead Acoustic Consultant Ph 0403244075
- - Eric Huang – Acoustic Engineer/Consultant Ph 0412054501
- Javier Navas – Field Engineer/ Consultant Ph 0451877683

Palmer Acoustics office number

(Park Ridge Logan City)

Ph 07 3802 2155

12.0 COMPLAINT HANDLING

A 24-hour complaints hotline will be set up to allow residents of the event area to have easy access to the site manager for the festival's duration.

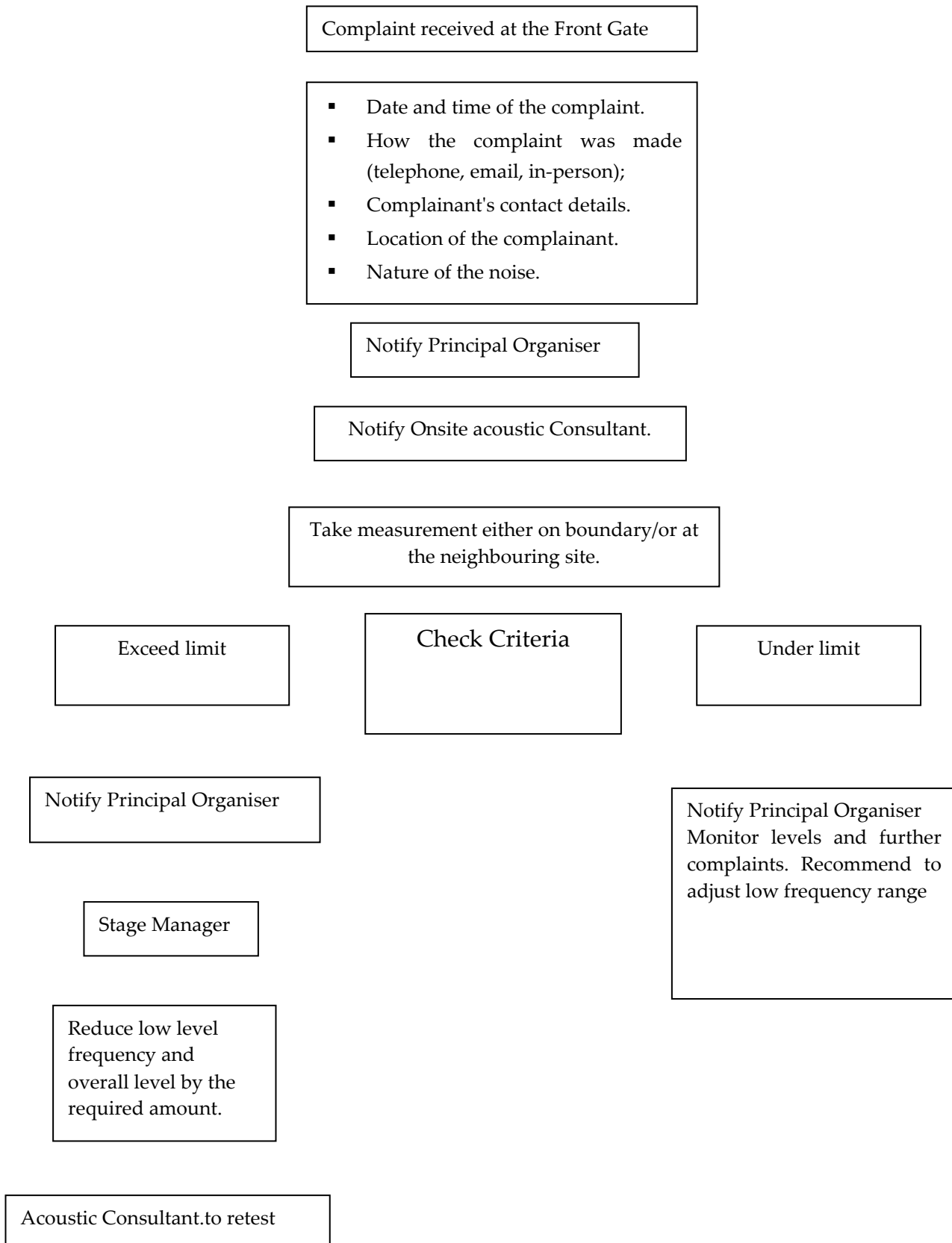
Control Procedures

- The acoustic engineer shall be available to respond to complaints from residents of excessive noise when on-site and check compliance with the mixing desk limits.
- Commissioning noise tests will be carried out before the festival (8 pm to 10 pm) to assess the levels of noise transfer from the stages to Jimna regarding distance and line of sight. These tests will confirm the noise-limiting criterion.
- Off-site real-time noise monitoring must also be undertaken by the acoustic engineer, with a suitable and calibrated Type 1 statistical analyser with 1/3 octave band filters, during the event at (Sensitive areas). The noise monitoring will be undertaken and reported on by the acoustics engineer to verify that the noise levels do not exceed the SRC requirements.

The Front Gate phone will be monitored 24/7 during the running of the event as part of the Front Gate Operation.

- Adam & Renae Peisley
Lot 2, Sunday Creek Rd, Jimna, Qld 4515
Phone: 0409 266 058
- Elements Festival HQ
Phone: 0411 073 165

Complaint handling flow chart



The monitoring indicators relating to the control of noise are shown in Table 2 below.

Aspect	Metric	Performance Indicator	Data Collection and Reporting
Noise	Pre-event noise levels	<input type="checkbox"/> Ambient (background) noise levels in and around Jimna)	<input type="checkbox"/> Measured by the acoustics engineer using noise monitoring equipment.
	Noise levels during event	<input type="checkbox"/> Noise levels at sensitive receptors as identified in this report <input type="checkbox"/> Live monitoring to maintain levels	<input type="checkbox"/> Measured by an acoustics engineer in 3 noise-sensitive areas <input type="checkbox"/> Expressed as dB(A) and dB(C) at residents <input type="checkbox"/> 2x Off-site 1/3 octave band noise logging for the duration of the event. <input type="checkbox"/> Conduct spot measurements as required in and around the venue
	Residential amenity	<input type="checkbox"/> The number of noise complaints as a result of the Festival. <input type="checkbox"/> Protection of beneficial uses <input type="checkbox"/> Spot measurements to be made during the festival <input type="checkbox"/> Respond to the residence complaint – conducting a spot check at the venue. Complaints Hot Line: Adam & Renae Peisley: 0409 266 058	<input type="checkbox"/> Number of noise complaints received by the event organiser or the SRC Feedback from residents.

All noise complaints will be recorded in a noise log, and internal processes will be implemented to ensure every complaint is followed up. The complaints log will include the following information:

- Date and time of the complaint.
- How the complaint was made (telephone, email, in-person);
- Complainant's contact details.
- Location of the complainant.
- Nature of the noise.
- Details of any required response or follow-up.

Record keeping

- The site communications officers are responsible for recording any complaints relating to noise.
- All noise monitoring results will be recorded and reported on by the acoustics engineer and shall include;
 - Date
 - Time
 - Location
 - Weather conditions and prevailing wind direction
 - Noise reading (in dB(A) as required)
 - A description of the measured sound.

13.0 POST REPORT

- The project acoustic engineer will prepare a post-festival report outlining the noise levels measured throughout the event including the data from this report shall present the noise data collected in real-time, recorded by the noise logger, and assessed against the noise levels outlined above.
- A discussion of the event should be held during the event to highlight any concerns or address any issues that may have arisen. Weather data is to be collected during the event to motor wind events.
- The post report shall include all the steps taken when addressing or responding to any complaints including recording the information and conducting spot checks where possible.

We believe that by implementing the following:

- Stage location and speaker directivity corrected
Smaller Sound Systems are used at each stage.
- Reduced levels with clear instruction at each stage
- Cardioid Systems used on Tribal Council & Sonic Sorcery sound systems.
- Restricted hours of use
- All Sound systems are to be turned off at Midnight.
- A proposed barrier along the southern boundary (Hay Bale isolated background wall)
Live monitoring from two locations with remote access and audio
- Additional spot measuring on-site/responsive and preventive measures
- Acoustic consultant to remain on site for the entire duration of the event.

And adopting the recommendation by the Somerset Reginal Council the event will be compliant and remain under the EPA criteria and additional conditions imposed.

Author:



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Reviewed by:



Mathew Dyer
Acoustic Engineer
MSS025008



ERIC HUANG CPEng
RPEQ 26384
Senior Engineer