

AGENDA ORDINARY COUNCIL MEETING

Date: Wednesday, 14 August 2024

Time: 9am

Venue: *Simeon Lord Room
Esk Library Building
19 Heap Street
Esk*

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

PLANNING AND ECONOMIC DEVELOPMENT

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FINANCE

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CORPORATE AND COMMUNITY SERVICES

17.	Australia Day 2025 – Date of Citizenship Ceremony and Celebration	159
18.	Somerset Civic Centre – Revenue – Ticket fees	161

19.	Renewal of Site Licence Agreement with Star Broadcasting Network Pty Ltd – Lot 9 SP220241 Freeses Road, Glamorgan Vale	163
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HR AND CUSTOMER SERVICE

22.	Nil	-
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23.	Tender 1377 – Lease of Commercial Property: Lots 1, 2, 3 and 7 RP83075 Neilsen Place, Esk	184
24.	Mount Glen Rock Steering Committee Update	185
25.	Council of Mayors Delegation	266
26.	Nomination as a Director of South East Queensland Regional Recreational Facility Pty Ltd (SEQRRF)	267
27.	Operational Plan Fourth Quarter review 2023 - 24	268
28.	Organisational Closedown – Christmas - New Year 2025	287

CLOSED CONFIDENTIAL

29.	Rebate request – property reference 04775-40000-000	Report provided separately
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GENERAL

30.	Meetings authorised by Council	-
31.	Mayor's and Councillors' Report	-
32.	Receipt of Petition Minden Village Park Upgrades	-
33.	Consideration of notified motions Cr Bishop has submitted the following motion for consideration: "THAT Council display the Aboriginal and Torres Strait islander flags alongside the Australian flag in Council Chambers."	-

	<p>Background</p> <p>Displaying these flags alongside the Australian flag is a powerful gesture with several important implications:</p> <ul style="list-style-type: none"> • Recognition and Respect: It acknowledges the history, culture, and contributions of Aboriginal and Torres Strait Islander peoples. This act of recognition is a step towards reconciliation and healing. • Symbol of Unity: Flying both flags together promotes a sense of community and inclusivity. It sends a message that all cultures are valued and respected, fostering a more welcoming environment. • Cultural Awareness: It serves as a reminder of the rich cultural heritage of first nations peoples in Australia. This can encourage people to learn more about Aboriginal history and traditions, promoting greater understanding and respect. • Commitment to Reconciliation: It demonstrates a commitment to addressing past injustices and working towards a more equitable society. This visible symbol can inspire ongoing efforts towards reconciliation. 	
34.	Reception of Notices of Motion for next meeting	-
35.	Items for reports for future meetings	-
36.	Closure of Meeting	-

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PLANNING

Somerset Regional Council - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Brendan Wogandt, Environmental Health Officer
Director: Luke Hannan, Director of Planning and Development
Date: 5 August 2024
Subject: Application for Operation of a Caravan Park – Lake Atkinson Resort
File: Environmental Management/Reports/Environmental Health Reports

Action Officer: EHO-BW

Background/Summary

Council has received an application (Doc ID: 1517944) for a local law permit from Squarego Pty Ltd, in relation to the operation of a caravan park at Lot 2 RP121854, 545 Atkinsons Dam Road, Atkinsons Dam.

The proposed caravan park will provide accommodation for both the travelling public and permanent residents. A total of 50 caravan sites will be provided as shown on the attached site plans. Powered and un-powered camping sites will also be provided.

Council regulates this activity through *Local Law No. 1 (Administration) 2011*, and *Subordinate Local Law 1.8 (Operation of Caravan Parks) 2015*.

Assessment of Application

Under section 9 of *Local Law No. 1 (Administration) 2011*, Council may grant an approval for an application to operate a caravan park only if it is satisfied that:

Criteria – LL, Section 9(1)(a)	If the prescribed activity requires a separate approval under an Act, a law of the Commonwealth or the local government's planning scheme—the separate approval has been granted; and
Officer comment	<p>The applicant holds appropriate town planning approvals to operate a caravan park on the subject land.</p> <p>Building certification has been received pursuant to DA23676 for cabins, caravans and annexes on plots 2 – 50. There are currently no un-approved accommodation structures on the subject land.</p> <p>A plumbing approval has been issued for onsite plumbing works pursuant to DA24421.</p>
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>Public Health</p> <p>Water quality</p> <p>The applicant has provided results from water samples taken from the bore water supply. The sample results show that the water meets the microbiological requirements of the Australian Drinking Water Guidelines and is considered potable water. However, the results also show an exceedance of the aesthetic guideline levels for Total Dissolved Solids to such a level that the water would be considered unpalatable. The applicant proposes to use the bore water for showering and toilets only.</p>

	<p>Additional potable water will be delivered to onsite tanks for use throughout the park for drinking, handwashing and food preparation.</p> <p>A condition of approval will require the approval holder to undertake sampling and analysis of all water supplies in use throughout the caravan park to ensure that the supply is potable. The analysis must be conducted in a NATA accredited laboratory and the results submitted to Council every 12 months, or more frequently where required by an authorised person. Further conditions of approval will also allow authorised officers to undertake additional samples when deemed necessary by Council.</p> <p>Waste facilities</p> <p>The applicant has advised that 30 Council wheelie bins are provided for use throughout the site. A condition of approval will require the approval holder to ensure waste facilities are sufficient to accommodate the collection and storage of all waste generated throughout the caravan park and that waste bins are stored in such a way as to not attract pests.</p> <p>Sanitary, Ablution and Laundry Facilities</p> <p><i>Subordinate Local Law No. 1.8 (Operation of Caravan Parks) 2015</i> stipulates the minimum number of toilets, showers and laundry facilities to be provided and the design standards for sanitary facilities. The applicant will provide a primary amenities block as well as a transportable amenities block, both of which will service the patrons residing in caravan sites throughout the park.</p> <p>The transportable amenities block was initially provided for patrons occupying camping sites to the west of the site. The use of the transportable amenities block to service caravan site patrons is understood to be a temporary measure, as the camping sites at the western end of the park are not currently in use. The applicant will be required to install additional toilet and shower facilities to service the camping sites if these areas are to be used in the future.</p> <p>Safety</p> <p>Electrical Safety</p> <p>The applicant has provided certificates of testing and compliance issued under the <i>Electrical Safety Act 2002</i> covering electrical installations throughout the caravan park. A condition of approval will require the approval holder to obtain and supply to Council a current electrical safety certificate of compliance on an annual basis and as required by an authorised person.</p> <p>Fire Safety</p> <p>The applicant has provided a Yearly Condition Report prepared by Wormald Australia which covers the servicing of various firefighting equipment. The applicant has also provided evidence of testing for smoke alarms throughout the park. A condition of approval will require the approval holder to ensure adequate fire safety installations are maintained at all times.</p> <p>Amenity and Environmental Harm</p> <p>A condition of approval will require the approval holder to ensure the operation of the caravan park does not detrimentally affect the amenity of adjoining land.</p> <p>Additional conditions of approval will require the approval holder to comply with the <i>Environmental Protection Act 1994</i>, and to ensure that the operation</p>
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	of the caravan park does not cause environmental harm or environmental nuisance.
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.1.8 (Operation of Caravan Parks) 2015 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 operation of the caravan park must be lawfully conducted on the premises; and
Officer comment	Appropriate planning, building and plumbing approvals are in place and the proposed caravan park can be lawfully conducted on the premises.
Criteria – SLL, Section 4(2)	The operation of the caravan park must not produce – (a) Environmental harm; or (b) Environmental nuisance; or (c) Inconvenience or annoyance to the occupiers of any adjoining land; or (d) A risk to public health.
Officer comment	It is considered that based on the application material provided to Council, the caravan park can be operated in such a way as to not cause

	<p>environmental harm, environmental nuisance, inconvenience or annoyance to neighbouring properties, or a public health risk.</p> <p>The recommended conditions of approval below will assist Council in monitoring the ongoing operation of the caravan park.</p>
Criteria – SLL, Section 4(3)	<p>All facilities at the caravan park must be –</p> <ul style="list-style-type: none"> (a) Of an acceptable standard; or (b) Able to be brought to an acceptable standard, for use by residents of the caravan park.
Officer comment	<p>Existing accommodation is provided onsite through a range of different types of cabins, caravans and associated annexes. Council has received private final certification for cabins, caravans and annexes on plots 2 – 50 and there are currently no un-approved accommodation structures onsite.</p> <p>Conditions of approval will require the approval holder to ensure that facilities at the caravan park are maintained in good working order and a clean, safe and tidy condition. Conditions of approval will also require the permit holder to not permit a person to bring onto a site a caravan or other type of accommodation that is not fit for human habitation.</p>

Attachment

1. Site Plans
2. Plumbing Site Plan

Recommendation

THAT Council approve the application subject to the conditions listed below:

No.	Condition
1.	<p>The local government may limit the number of persons who may occupy a site and require the approval holder to –</p> <ul style="list-style-type: none"> a) Ensure that the limit is displayed on a notice erected in a prominent position at the caravan park together with a copy of the approved site layout plan for the caravan park; and b) Take appropriate action to ensure that the limit is not contravened.
2.	<p>The approval holder must –</p> <ul style="list-style-type: none"> a) Operate the caravan park in accordance with the approved site plan contained in attachment 1; and b) Not locate or permit accommodation to be located at any place within the caravan park other than on a site approved by the local government under this subordinate local law; and c) Not locate or permit to be located more than 1 accommodation, on a site at any 1 time; and d) Not permit accommodation to be occupied by more persons than the accommodation is designed to accommodate.
3.	<p>The approval holder must not, unless the local government agrees in writing, change the sites at the caravan park by –</p> <ul style="list-style-type: none"> a) Adding to the existing sites; or

	b) Changing the position or boundaries of a site.
4.	The operation of the caravan park must comply with – a) Any relevant development approval; and b) The provisions of the planning scheme and any relevant planning scheme policy of the local government.
5.	The operation of the caravan park must comply with the <i>Food Act 2006</i> .
6.	Any building or structure that forms part of the caravan park must comply with the <i>Building Act 1975</i> and the <i>Building Regulation 2021</i> .
7.	The operation of the caravan park must comply with the requirements of each of the following – a) The <i>Environmental Protection Act 1994</i> ; b) The <i>Environmental Protection Regulation 2019</i> ; c) The <i>Environmental Protection (Water and Wetland Biodiversity) Policy 2019</i> ; d) The <i>Environmental Protection (Noise) Policy 2019</i> ; e) The <i>Environmental Protection (Air) Policy 2019</i> .
8.	The operation of the caravan park must not breach a provision of a local law or subordinate local law.
9.	The operation of the caravan park must not detrimentally affect the amenity of adjoining land.
10.	The operation of the caravan park, including any premises, building, structure, vehicle, facility, equipment or fixture must be maintained in – a) Good working order and condition; and b) A clean, safe and tidy condition.
11.	The approval holder must not permit or allow a person to bring onto a site a caravan or other type of accommodation that is not fit for human habitation. <i>Example – a caravan that is not weather proof.</i>
12.	The approval holder must not change any building, structure or facility at the caravan park by – a) Adding new buildings, structures or facilities; or b) Removing existing buildings, structures or facilities; or c) Changing the position of any building, structure or facility; or d) Altering or renovating any building, structure or facility, e) Without prior notification to the local government and approval from an authorised person.
13.	However, subsection (12) does not apply if the proposed change constitutes development under the <i>Planning Act 2016</i> .
14.	The local government may require that the approval holder remove from the caravan park a caravan which, in the opinion of an authorised person, is dilapidated, unsightly or overcrowded within a specified time.
15.	The approval holder must comply with specified standards for the painting, paving and internal and external treatment of buildings, structures and sites.
16.	The approval holder must ensure that no accumulation, aggregation or proliferation of– a) Discarded or disused machinery, goods or wares; or

	<ul style="list-style-type: none"> b) Waste, refuse, scrap, bottles or second-hand materials of any description; or c) Dead, overgrown or untended trees or vegetation <p>occurs on any part of the caravan park.</p>
17.	The operation of the caravan park must not attract fly breeding or vermin infestation.
18.	<p>The approval holder must not permit a person who occupies a site or complementary accommodation at the caravan park to engage in any business, trade or occupation within –</p> <ul style="list-style-type: none"> a) The site; or b) The complementary accommodation; or c) The caravan park.
19.	All materials of a hazardous or dangerous nature which are used in the operation of the caravan park must be stored and used in a safe manner.
20.	All maintenance of the caravan park must be performed safely in accordance with all relevant laws.
21.	<p>The operation of the caravan park must not –</p> <ul style="list-style-type: none"> a) Create a traffic problem; or b) Increase an existing traffic problem; or c) Detrimentially affect the efficiency of an existing road network.
22.	Provision must be made for people, vehicles and caravans to enter and exit the caravan park safely.
23.	<p>The approval holder must –</p> <ul style="list-style-type: none"> a) Provide and maintain an adequate and continuous supply of water to the caravan park, including water suitable for drinking, cooking and personal hygiene; and b) The water supply is to be provided in accordance with plumbing approval DA24421 and the plan contained in attachment 2. c) Ensure that an adequate and continuous supply of hot and cold water is reticulated to every bathroom, kitchen and laundry facility within the caravan park.
24.	Water intended for use for domestic purposes as part of the operation of the caravan park must be from an approved water source and be of appropriate water quality to be used for that purpose.
25.	The approval holder must maintain a treatment process to maintain disinfection levels in the bore water supply for personal hygiene purposes to ensure the water is potable.
26.	The water supply for drinking, cooking and personal hygiene purposes must be potable water.
27.	The approval holder must undertake sampling and analysis of the water supply used for drinking, cooking and personal hygiene purposes in the caravan park to ensure that the supply is potable. The analysis must be conducted in a NATA accredited laboratory and the results submitted to Council every 12 months, or more frequently where required by an authorised person.
28.	The approval holder must allow reasonable access to the caravan park for an authorised officer to undertake additional sampling and analysis of the water supply in the park, when required by the local government.

29.	All water supply connections must be maintained in accordance with the <i>Plumbing and Drainage Act 2018</i> .														
30.	The approval holder must not change the water supply system without the prior approval of an authorised person.														
31.	The approval holder must ensure that, if water obtained from a particular water outlet in the caravan park may be unsuitable for drinking, a sign is prominently displayed at the outlet stating "Unsuitable for Drinking".														
32.	<p>The caravan park must be provided with –</p> <p>a) Sanitary conveniences for each sex for the exclusive use of the residents of the caravan park who are not accommodated in a self-contained cabin as follows-</p> <p>i. In accordance with Table 1 (Sanitary Conveniences), excluding any site occupied by a caravan which is fitted with a sanitary convenience; and</p> <p style="text-align: center;">Table 1 – Sanitary Conveniences</p> <table border="1"> <thead> <tr> <th>No. of sites</th><th>Minimum no. of water closets or pan cabinets and pans for females</th><th>Minimum no. of water closets or pan cabinets and pans for females</th><th>Minimum length of urinals for males</th></tr> </thead> <tbody> <tr> <td>Up to 40</td><td>1 for every 7 sites or part thereof.</td><td>1 for every 10 sites or part thereof.</td><td>0.6m for every 20 sites or part thereof.</td></tr> <tr> <td>Over 40</td><td>6 plus an additional 1 for every 15 sites or part thereof in excess of 40 sites.</td><td>4 plus an additional 1 for every 15 sites or part thereof in excess of 40 sites.</td><td>0.6m for every 20 sites or part thereof.</td></tr> </tbody> </table> <p>ii. Such that if 10 or more water closet fixtures are provided – at least 1 water closet fixture and its compartment or cubicle is-</p> <p>a. Accessible to both sexes; and</p> <p>b. Constructed, equipped and provided with access in accordance with <i>AS1428 Design for Access and Mobility – General Requirements for Access</i>; and</p> <p>iii. Installed and kept in a separate compartment or cubicle constructed so as to ensure that the privacy of each person using the sanitary convenience is maintained; and</p> <p>b) Ablution facilities for each sex for the exclusive use of the residents of the caravan park who are not accommodated in a self-contained cabin as follows-</p> <p>i. 1 shower or bath (in a separate cubicle) for each sex, for every 15 individual sites within the caravan park; and</p> <p>ii. Each cubicle for a shower or a bath must be constructed so as to totally conceal a person within the cubicle from persons who may be outside the cubicle; and</p> <p>iii. At least 1 hand basin for each sex, for every 15 individual sites within the caravan park; and</p> <p>iv. 1 baby bath; and</p> <p>c) Laundry facilities for the exclusive use of the residents of the caravan park who are not accommodated in a self-contained cabin in the ration of 1 set of twin wash tubs and 1 clothes washing machine and 35 lineal meters of clothes line for every 20 sites or part thereof, excluding any site which is fitted with a set of twin wash tubs and a clothes washing machine; and</p> <p>d) The facilities specified in paragraphs a) to c) inclusive, subject to the following-</p>			No. of sites	Minimum no. of water closets or pan cabinets and pans for females	Minimum no. of water closets or pan cabinets and pans for females	Minimum length of urinals for males	Up to 40	1 for every 7 sites or part thereof.	1 for every 10 sites or part thereof.	0.6m for every 20 sites or part thereof.	Over 40	6 plus an additional 1 for every 15 sites or part thereof in excess of 40 sites.	4 plus an additional 1 for every 15 sites or part thereof in excess of 40 sites.	0.6m for every 20 sites or part thereof.
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	<ul style="list-style-type: none"> i. The requirements of this subsection apply where each site is designated for occupation by not more than 3 persons; and ii. If 1 or more sites are designated for occupation by more than 3 persons – the local government may require the approval holder to provide and maintain toilet, bathing and showering facilities in excess of the requirements specified in paragraphs a) to c) inclusive.
33.	<p>The following standards for sanitary facilities must be adhered to-</p> <ul style="list-style-type: none"> a) The floors of a sanitary facility must – <ul style="list-style-type: none"> i. Be able to be easily and effectively cleaned and sanitised; and ii. Be unable to absorb grease, food particles or water; and iii. Be laid so that there is no ponding of water; and iv. Not provide harbourage for insects or vermin; and v. Be smooth; and vi. Prevent the entry of dirt, dust, insects and vermin; and b) The walls of a sanitary facility must- <ul style="list-style-type: none"> i. Be able to be easily and effectively cleaned and sanitised; and ii. Be unable to absorb grease, food particles or water; and iii. Not provide harbourage for insects or vermin; and iv. Be smooth; and v. Prevent the entry of dirt, dust, insects and vermin; and c) The ceiling of a sanitary facility must- <ul style="list-style-type: none"> i. Be able to be easily and effectively cleaned and sanitised; and ii. Not provide harbourage for insects or vermin; and iii. Be smooth; and iv. Prevent the entry of dirt, dust, insects and vermin; and d) Adequate levels of fresh air must be maintained for the public in accordance with the <i>Building Act 1975</i>; and e) Sanitary facilities used as part of the operation of a self contained cabin and forming part of the caravan park must comply with the <i>Building Act 1975</i>.
34.	<p>If bed linen is supplied –</p> <ul style="list-style-type: none"> a) Keep it in a clean and sanitary condition; and b) Replace it with clean bed linen after each change of occupation of the accommodation.
35.	Human wastes from the operation of the caravan park must be disposed of at a dedicated sanitary facility, the sewerage system or an on-site sewerage facility.
36.	<p>Facilities for the disposal of waste must be –</p> <ul style="list-style-type: none"> a) Sufficient to accommodate the collection and storage of all waste generated as part of the operation of the caravan park; and b) Stored in such a way so as not to attract pests; and c) Provided in the manner, and at the locations, specified by the local government.
37.	Waste containers that are provided as part of the operation of the caravan park must at all times be regularly cleaned and maintained in a clean, tidy, sanitary and hygienic condition.
38.	Waste containers that are provided as part of the operation of the caravan park must be designed and constructed to prevent access by pests and be easily and effectively cleaned and disinfected.

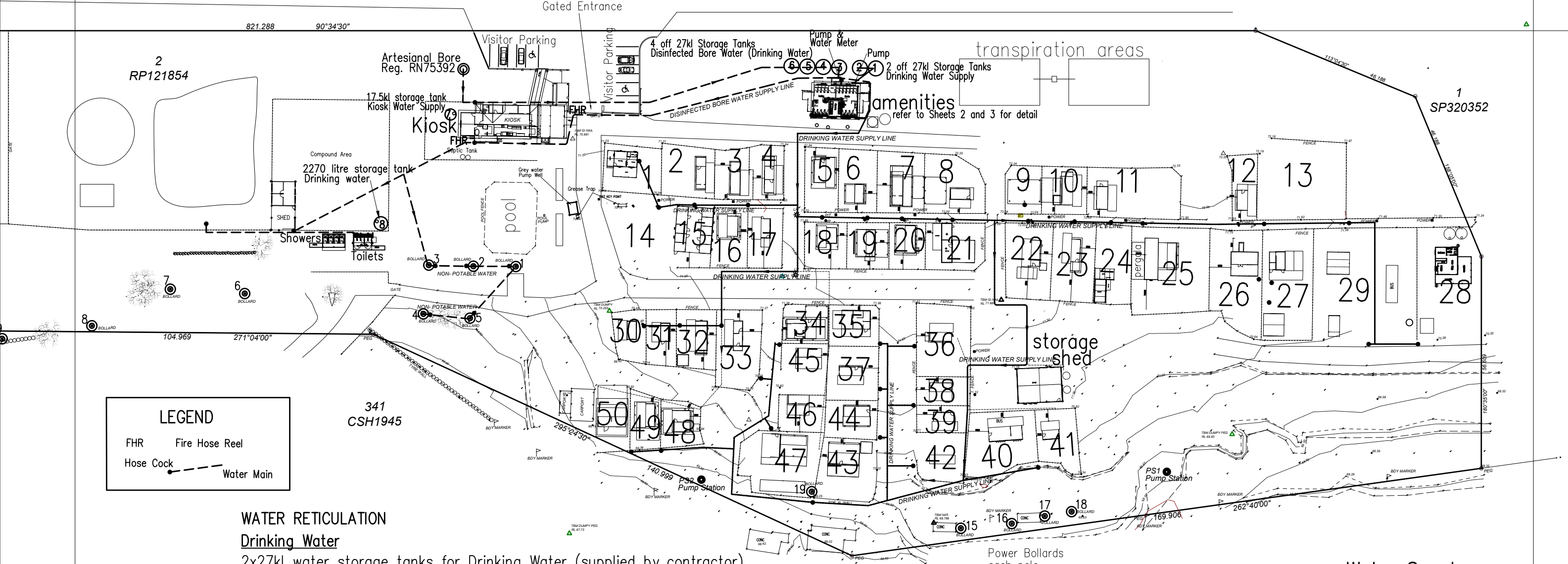
39.	All waste, including waste water, generated as part of the operation of the caravan park must be disposed of in a safe and sanitary manner and in accordance with the <i>Environmental Protection Act 1994</i> and the <i>Plumbing and Drainage Act 2018</i> .
40.	All waste generated as part of the operation of the caravan park must be stored and disposed of: <ul style="list-style-type: none"> a) For general waste; through a waste service approved by Council. The required number of standard waste services shall be determined by Council, and b) For other solid waste; at an appropriately licensed waste disposal facility.
41.	Waste must not be incinerated or buried on the premises or removed from the premises to be incinerated or buried elsewhere other than in accordance with condition 39 above.
42.	Waste from the operation of the caravan park must not be disposed of into a stormwater installation, waters or a watercourse.
43.	Adequate electricity and electrical outlets must be provided as part of the operation of the caravan park in locations specified by the local government.
44.	A copy of a current electrical safety certificate of compliance issued under the applicable law in respect of electrical safety must be provided to the local government– <ul style="list-style-type: none"> a) On an annual basis with the application for the renewal of the approval; and b) As required by an authorised person.
45.	Adequate telephone and postal services must be provided as part of the operation of the caravan park in locations specified by the local government.
46.	Adequate fire safety installations and means of access must be maintained at all times.
47.	No dog is allowed within the premises used in the operation of the caravan park unless the dog is kept in accordance with the requirements of <i>Local Law No.2 (Animal Management) 2011</i> .
48.	The approval holder must not use an extension telephone bell, open air address system or similar device as part of the operation of the caravan park if the bell, system or device causes a nuisance or annoyance to any person.
49.	Signage used in the operation of the caravan park must be exhibited in a manner, and at the locations, specified by the local government.
50.	In the operation of the caravan park the approval holder must only use lighting which is angled or shaded so that the lighting does not cause – <ul style="list-style-type: none"> a) A nuisance; or b) An inconvenience; or c) Environmental harm; or d) An environmental nuisance.
51.	The approval holder must – <ul style="list-style-type: none"> a) Provide, at a distance of not more than 10m from any site, a waste water disposal point which is – <ul style="list-style-type: none"> i. Provided with a water stand pipe; and ii. Provided with an impervious paved area which is graded to a central drainage inlet; and iii. Connected to a sewerage system; and b) Not erect or locate an accommodation or suffer or permit an accommodation to be erected or located, closer than 3m to any other accommodation; and

	<ul style="list-style-type: none"> c) If the local government has an approved site layout plan for the caravan park – cause each site to be clearly defined and legibly marked in accordance with the plan; and d) Keep the caravan park free of pests and conditions offering harbourage for pests; and e) Not erect an accommodation or suffer or permit an accommodation to be erected, unless and until the accommodation is weatherproof, in good repair, fit for human habitation and in a clean and sanitary condition; and f) Provide ground anchor points designed to withstand heavy wind loads to enable the tie-down for caravans and complementary accommodation; and g) Cause sanitary conveniences and ablutionary facilities to be located- <ul style="list-style-type: none"> i. Not more than 100m from any site; and ii. At least every 6m from any site; and h) Provide and maintain specified recreational facilities; and i) Provide and maintain buffer zones between sites and roads, external boundaries and other facilities of the caravan park.
52.	The approval holder must, if the local government gives written notice to the approval holder that the local government is not satisfied that the resident manager of the caravan park is a suitable person to be the resident manager – replace the resident manager with an alternate resident manager who is acceptable to the local government within a time stated in the notice.
53.	A plan of the operation of the caravan park area must be displayed in the manner and locations specified by the local government or otherwise so that it can be viewed by members of the public.
54.	The evacuation plan and procedures for the operation of the caravan park must be displayed in the manner and locations specified by the local government or otherwise so that it can be viewed by members of the public.
55.	The rules which govern the use of the caravan park must be displayed in the manner, and at the locations, specified by the local government so that the rules can be viewed by users of the caravan park.
56.	The local government may prescribe rules which govern the use of the caravan park and require the approval holder to ensure compliance with the rules by each user of the caravan park.
57.	<p>The approval holder must keep and maintain a register which details-</p> <ul style="list-style-type: none"> a) The name and address of each person who hires a site or complementary accommodation at the caravan park; and b) An identifying number for the site or accommodation; and c) If a caravan is brought onto the site – the registration number of the caravan and (if applicable) the vehicle towing it; and d) The dates when the hiring of the site or accommodation begins and ends.
58.	The approval holder or the resident manager must, at the request of an authorised person, produce the register for inspection.
59.	<p>The local government may specify conditions applying to the operation of the caravan park including –</p> <ul style="list-style-type: none"> a) Times and days for administration of the arrival and departure of hirers of accommodation at the caravan park; and b) Conditions of stay; and

	<ul style="list-style-type: none"> c) Minimum requirements for condition and maintenance of caravans and complementary accommodation; and d) Conditions applying to the use of any facilities or services of the caravan park; and e) The prohibition of specified activities.
60.	<p>The local government may require that the approval holder direct a person to leave the caravan park forthwith, or within a specified timeframe, where the person is found to be-</p> <ul style="list-style-type: none"> a) Acting in a disorderly or objectionable manner; or b) Contravening a requirement of this local law or a Local Government Act, which contravention will, in the opinion of an authorised person, adversely impact on the safety or amenity of other caravan park users.
61.	<p>The approval holder must provide the local government with information on the number of approved caravan park sites that are provided for the ordinary traveling public and the number of approved sites that are designated for longer stay/ permanent residents (e.g. sites that have a signed lease or rental agreements).</p>

PROPERTY DESCRIPTION
Lot 2 RP 121854
Parish of England

545 ATKINSONS DAM ROAD



LEGEND

FHR

Fire Hose Reel

Hose Cock

Water Main

WATER RETICULATION

Drinking Water

2x27kl water storage tanks for Drinking Water (supplied by contractor)
These supply the 50 caravan sites
This supply also feeds the hand wash basins within the main Amenities Building.

Small Toilet and Shower Blocks

1000 litre water storage tank for Drinking Water (supplied by contractor)
This supplies the hand wash basins within the small toilet block

Kiosk

1/17.5kl water storage tank for Drinking Water (supplied by contractor)
This supplies all fixtures within the Kiosk.

Disinfected Bore Water

As Global Environment Corporation letter dated 16/7/2024
4x27kl water storage tanks for disinfected bore water. (Drinking Water)
These supply the main toilet block being piped to the showers, toilets and laundry facility.
This also supplies the Fire Hose Reels, swimming pool area and small toilet and shower blocks and several hose cocks for washing, watering and animal husbandry.

Note

Drinking Water will be delivered, as above, by a contractor (Burnes Water) and stored in the 2x27kl tanks as indicated above.

SITE PLAN
1:1000 (A3)

Water Supply
Project#: "As Constructed"

Project:
Lake Atkinson Resort
545 Atkinsons Dam Road,
Atkinsons Dam Qld 4311.

Client:
Lake Atkinson Resort

Drawing No:
2009.12 Sheet 1

Scale:
1:1000 (A3)

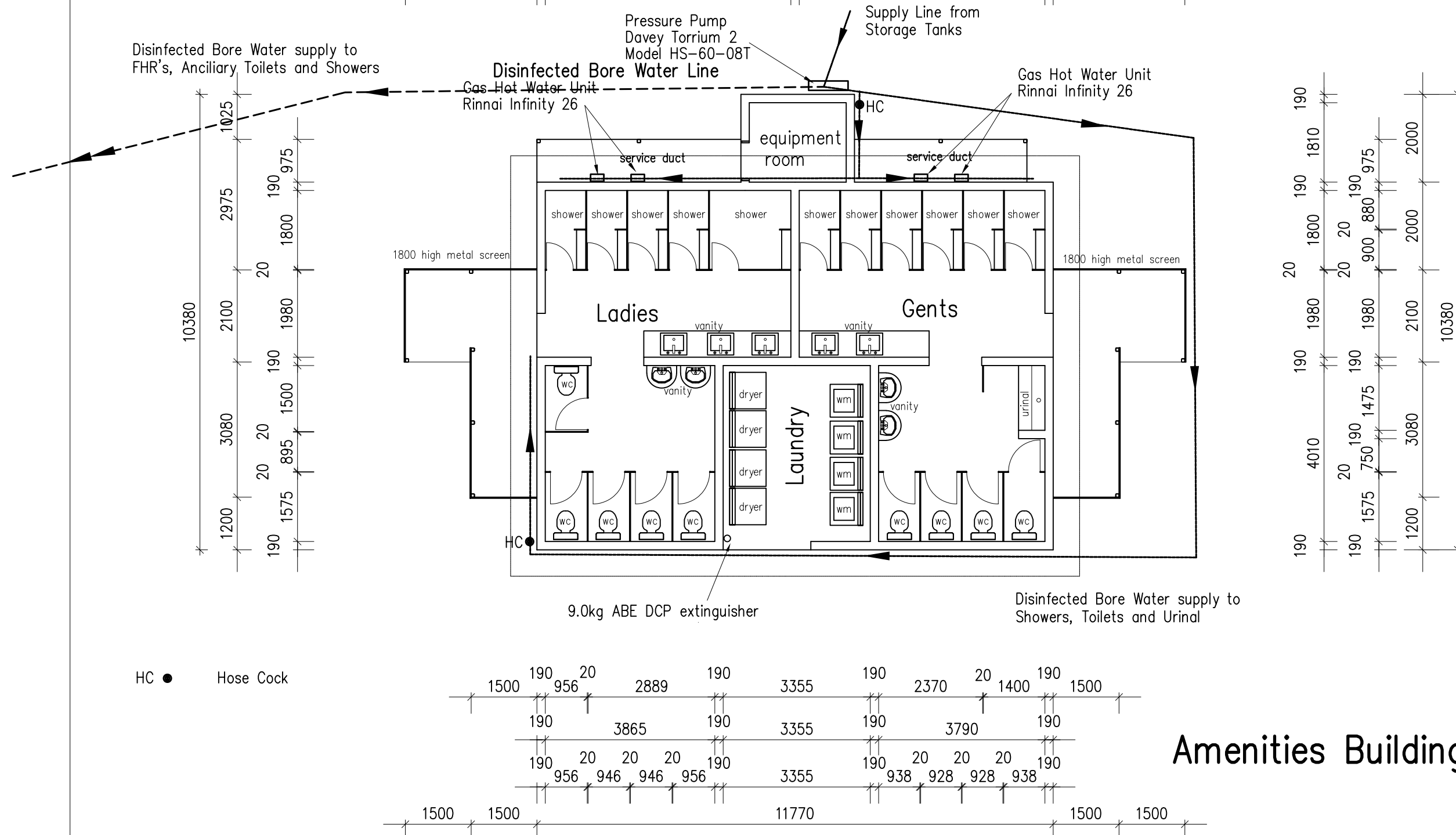
Drawn/Date:
brh 2/8/2024

Disinfected Bore Water

As Global Environment Corporation letter dated 16/7/2024

4x27kl water storage tanks for disinfected bore water. (Drinking Water)

These supply the main toilet block being piped to the showers, toilets and laundry facility.



Water Supply "As Constructed" DISINFECTED BORE WATER

Project:	Lake Atkinson Resort 545 Atkinsons Dam Road, Atkinsons Dam Qld 4311.
Client:	Lake Atkinson Resort
Drawing No:	2003.12 Sheet 2
Scale:	1:100 (A3)
Drawn/Date:	brh 2/8/2023

NOTE
DO NOT SCALE – verify all dimensions prior to set out
Refer to ENGINEER drawings/report for details of
foundation, bracing, and tie down

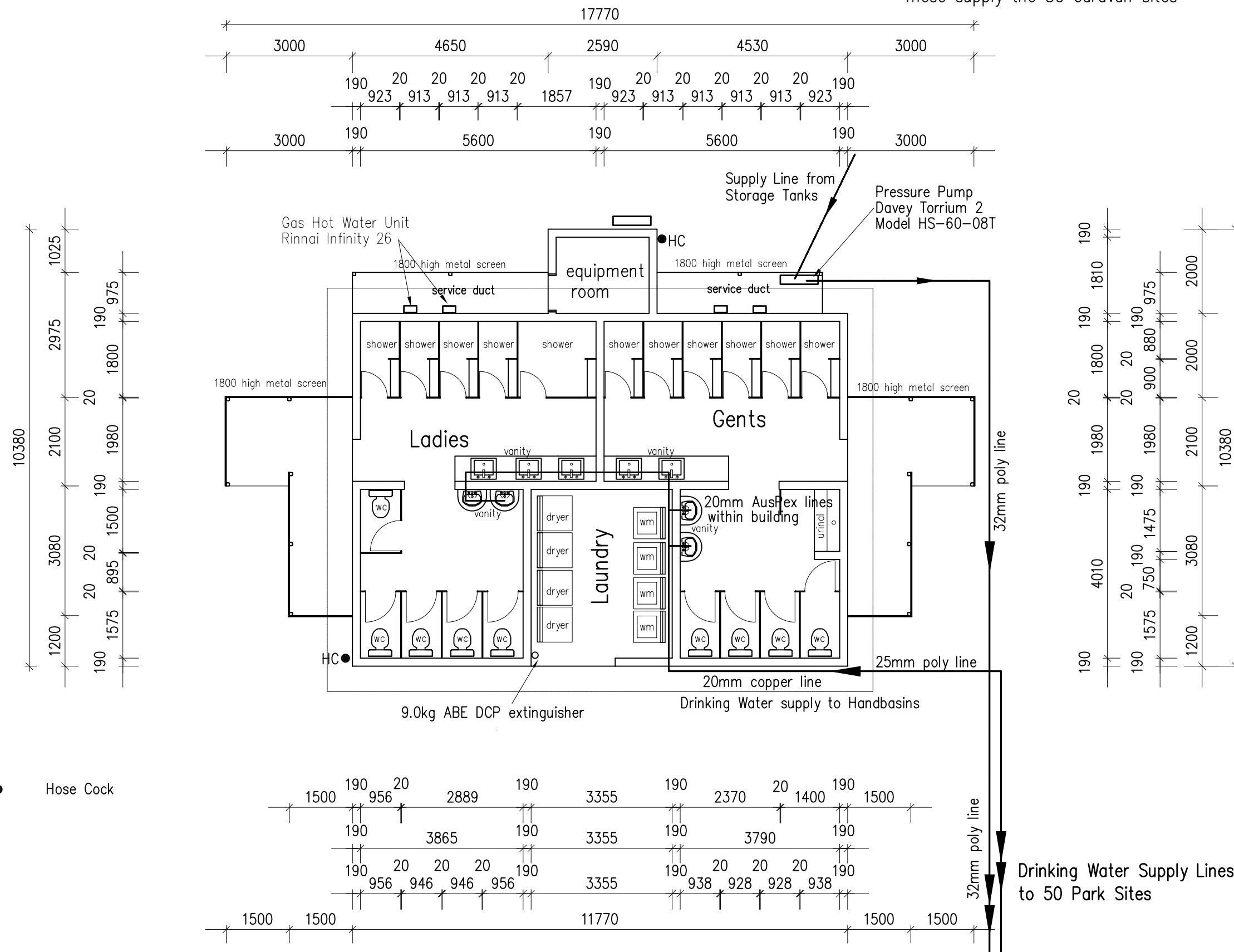
FLOOR PLAN

Amenities Building

FLOOR AREA 103.81 sq.m.

Drinking Water

2x27kl water storage tanks for Drinking Water (supplied by contractor)
This supply feeds to the hand wash basins within the main Amenities Building.
These supply the 50 caravan sites



FLOOR PLAN

Amenities Building

FLOOR AREA 103.81 sq.m.

Water Supply "As Constructed" DRINKING WATER SUPPLY

Project:
Lake Atkinson Resort
545 Atkinsons Dam Road,
Atkinsons Dam Qld 4311.

Client:
Lake Atkinson Resort

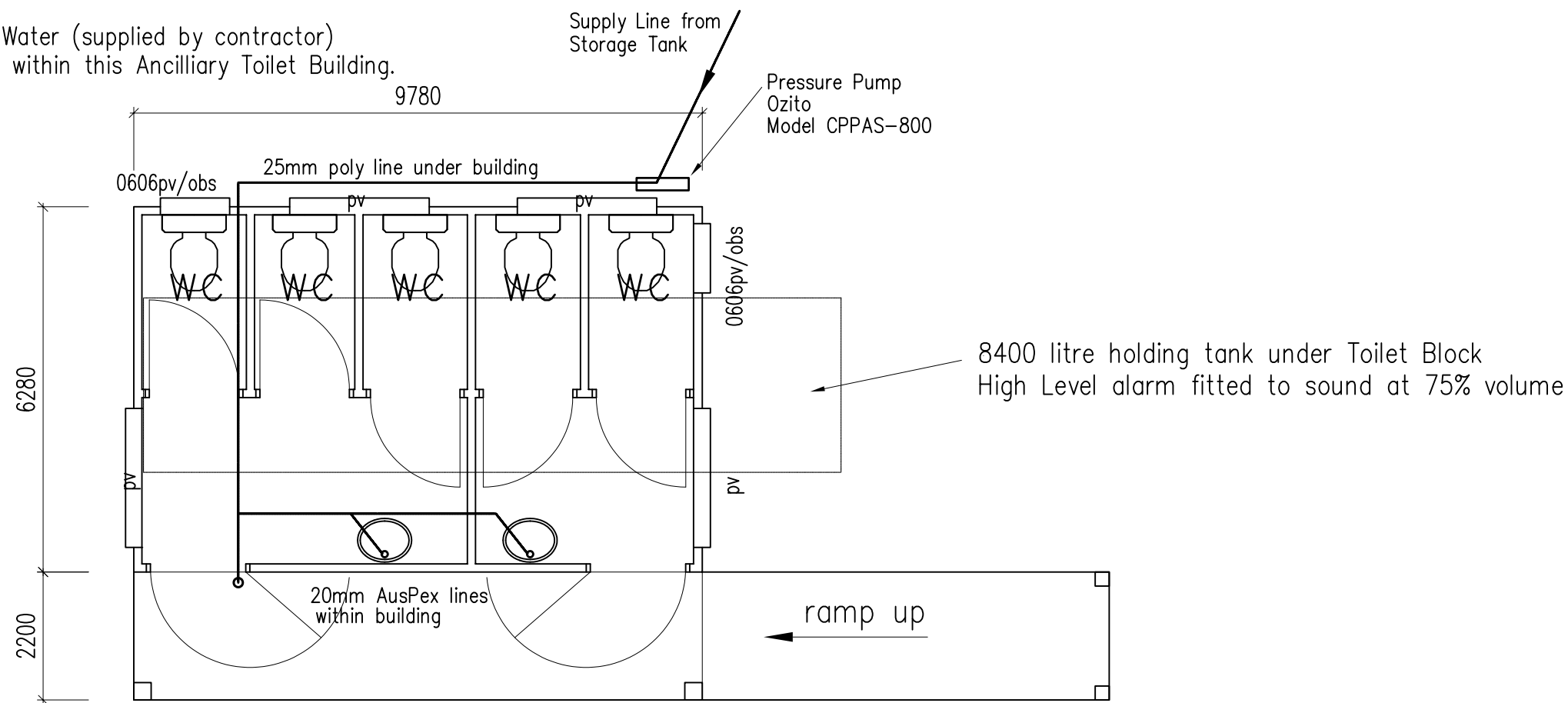
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2003.12 Sheet 3

Scale:
1:100 (A3)

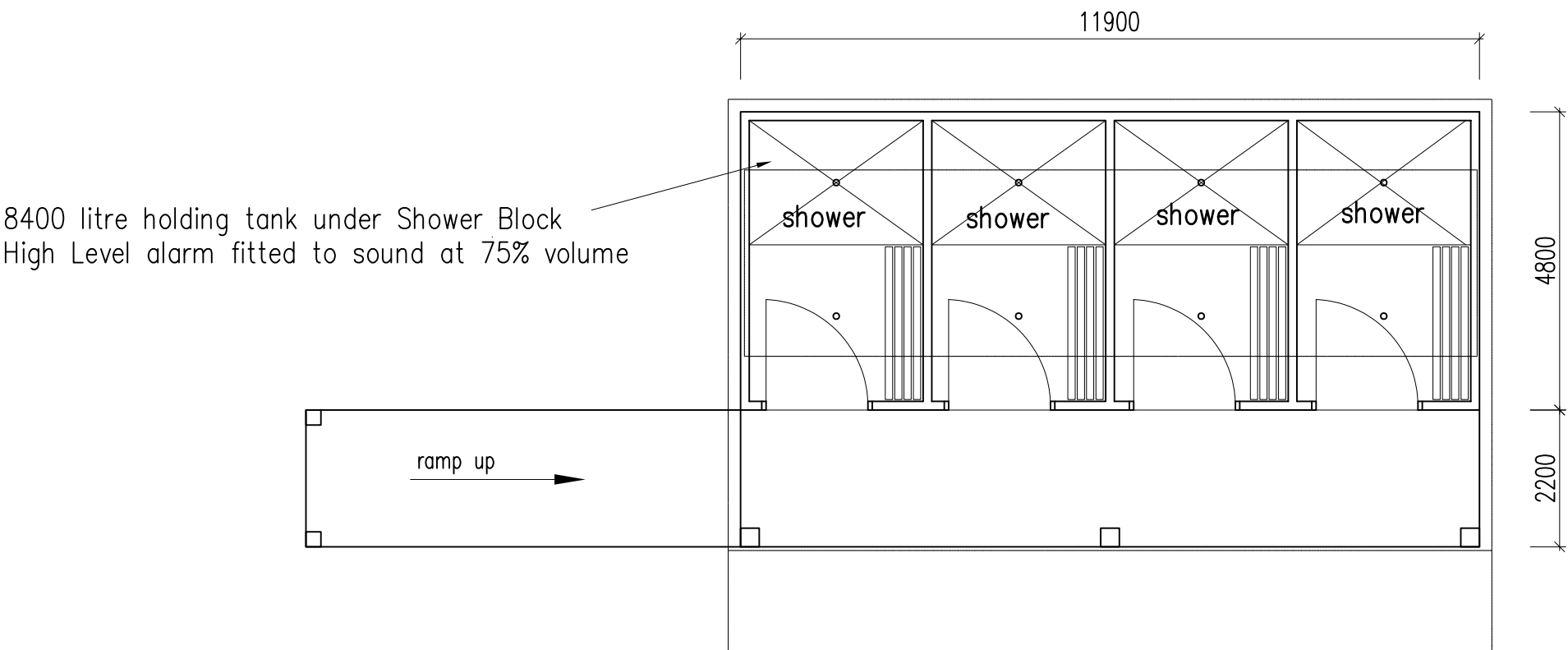
Drawn/Date:
brh 2/8/2023

NOTE
DO NOT SCALE – verify all dimensions prior to set out
Refer to ENGINEER drawings/report for details of
foundation, bracing, and tie down

Drinking Water
2270 litre water storage tank for Drinking Water (supplied by contractor)
This supply feeds to the hand wash basins within this Ancilliary Toilet Building.



ANCILLIARY TOILET BLOCK FLOOR PLAN



SHOWER BLOCK

Water Supply
"As Constructed"
Ancilliary
Shower and Toilet Blocks

Project:
Lake Atkinson Resort
454 Atkinsons Dam Road,
Atkinsons Dam Qld 4311

Client:
Lake Atkinson Resort

Drawing No:
2009.12 Sheet 4

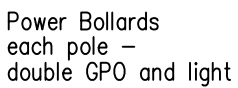
Scale:
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Drawn/Date:
brh 2/8/2023

NOTE
DO NOT SCALE – verify all dimensions prior to set out
Refer to ENGINEER drawings/report for details of
foundation, bracing, and tie down

Lot 2 RP 121854
Parish of England

Gated Entrance



Power Bollards
each pole –
double GPO and light

brh 2/8/2024

20

1:1000 (~~A3~~)

SITE PLAN

1:5000 (A3)



Parish of England



SITE PLAN

1:5000 (A3)

Project#: Fire Services

Project:

Lake Atkinson Resort
545 Atkinsons Dam Road,
Atkinsons Dam

Client:

Lake Atkinson Resort

Drawing No:

2009.12

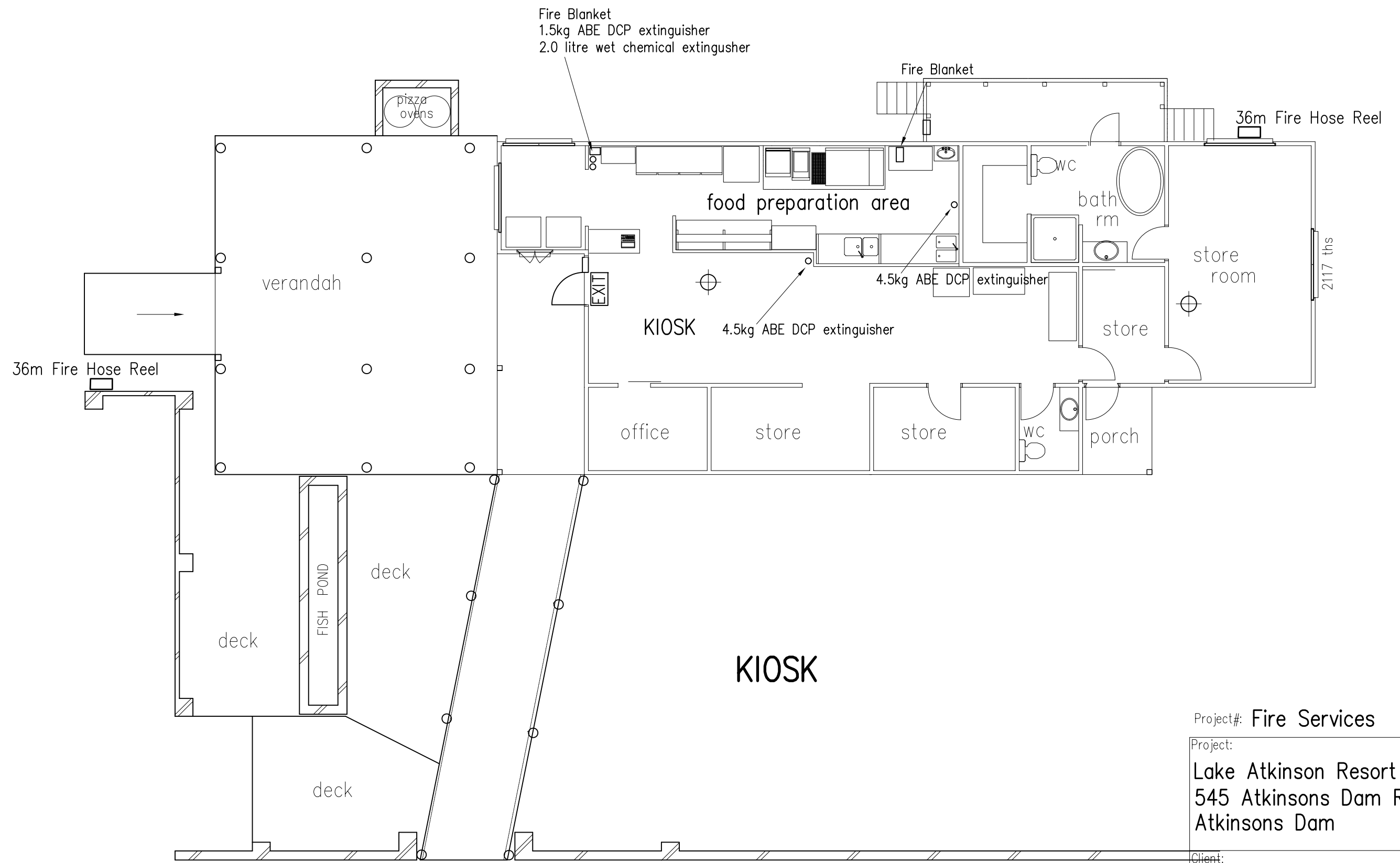
Sheet 8

Scale:

1:1000 (A3)

Drawn/Date:

Drawn/Date:	brh 2/8/2024
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Project#: Fire Services

Project:
Lake Atkinson Resort
545 Atkinsons Dam Road,
Atkinsons Dam

Client:
Lake Atkinson Resort

Drawing No:
2003.09 Sheet 9

Scale:
1:100 (A3)

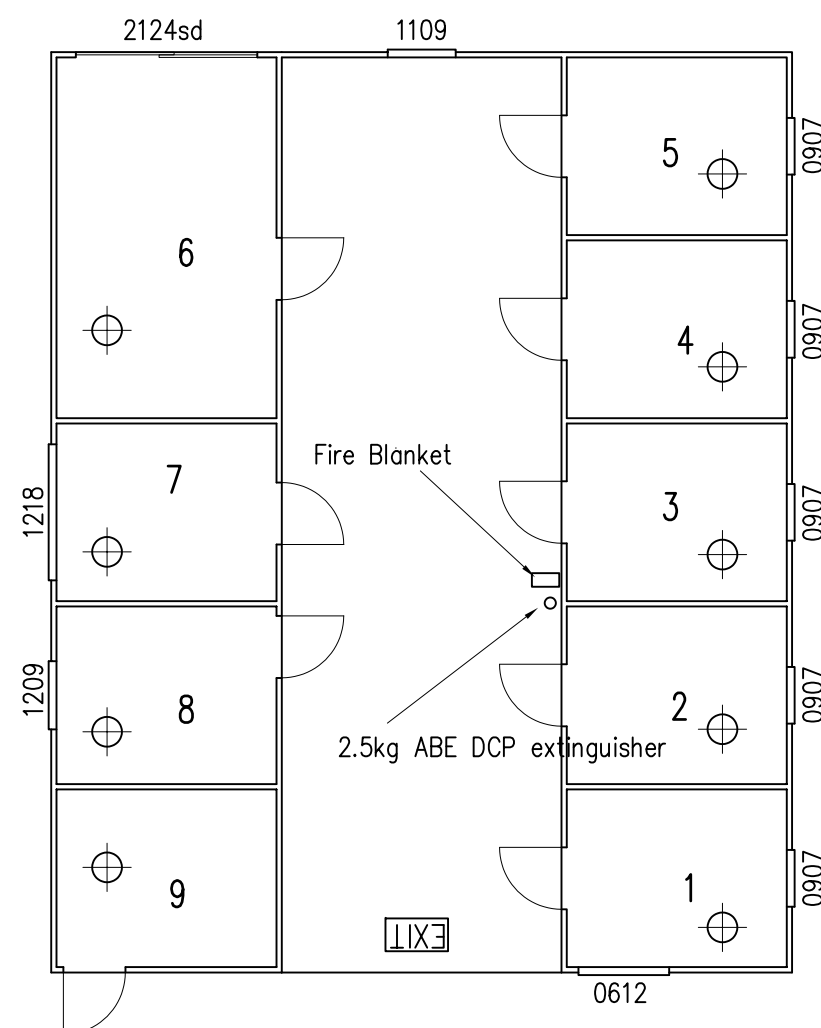
Drawn/Date:
brh 2/8/2024
24



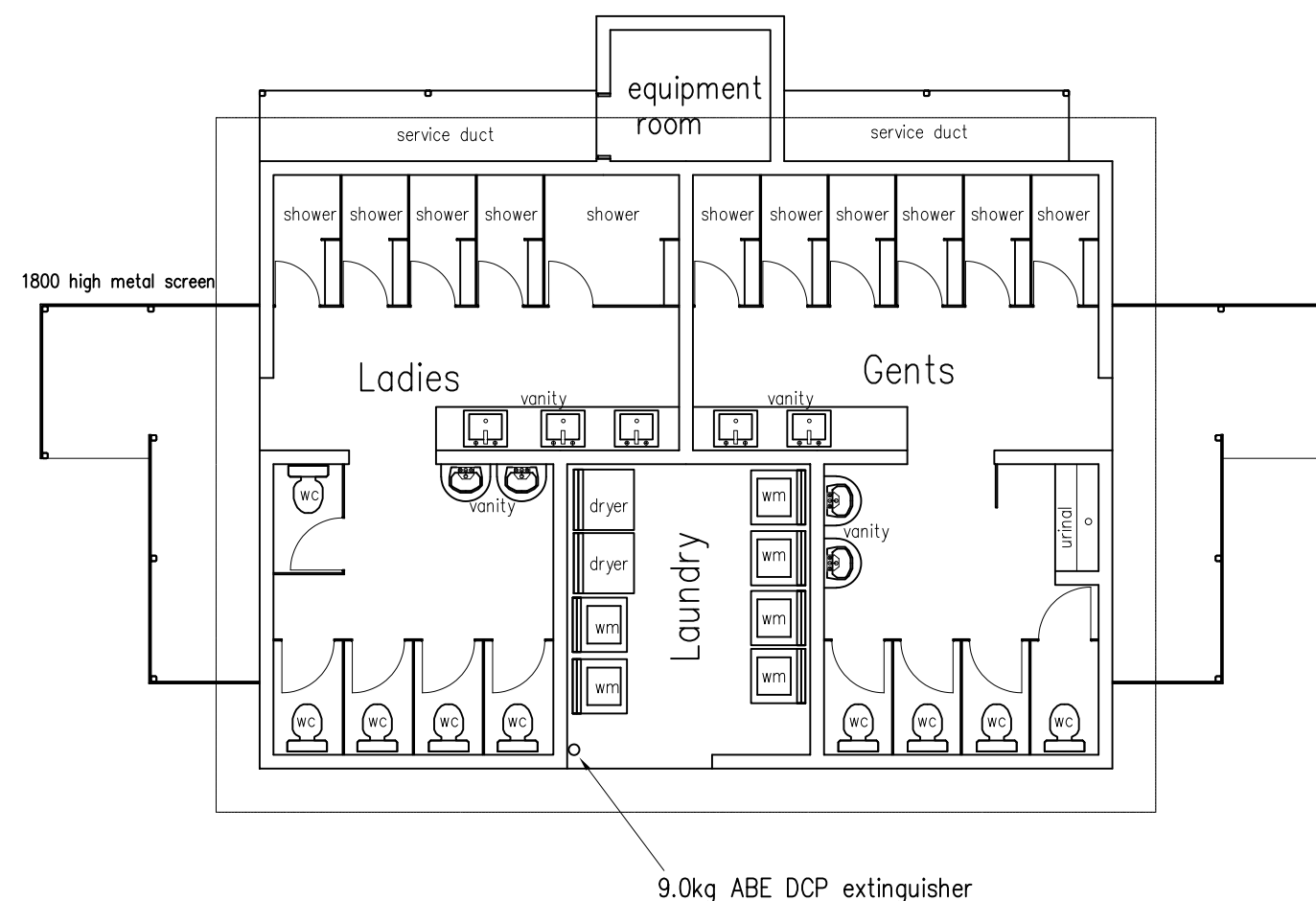
SMOKE ALARM provided in accordance
with BCA Part 3A and AS 3786-2014
Smoke alarms shall be photoelectric,
hard wired and interconnected



SMOKE ALARM provided in accordance
with BCA Part 3A and AS 3786–2014
Smoke alarms shall be photoelectric,
and interconnected



Site 15 – Donga Accommodation



LAUNDRY/TOILET BLOCK

Project#: Fire Services

Project:

Lake Atkinson Resort
545 Atkinsons Dam Road,
Atkinsons Dam

Client:

Lake Atkinson Resort

Drawing No:

2003.09 Sheet 10

Scale:

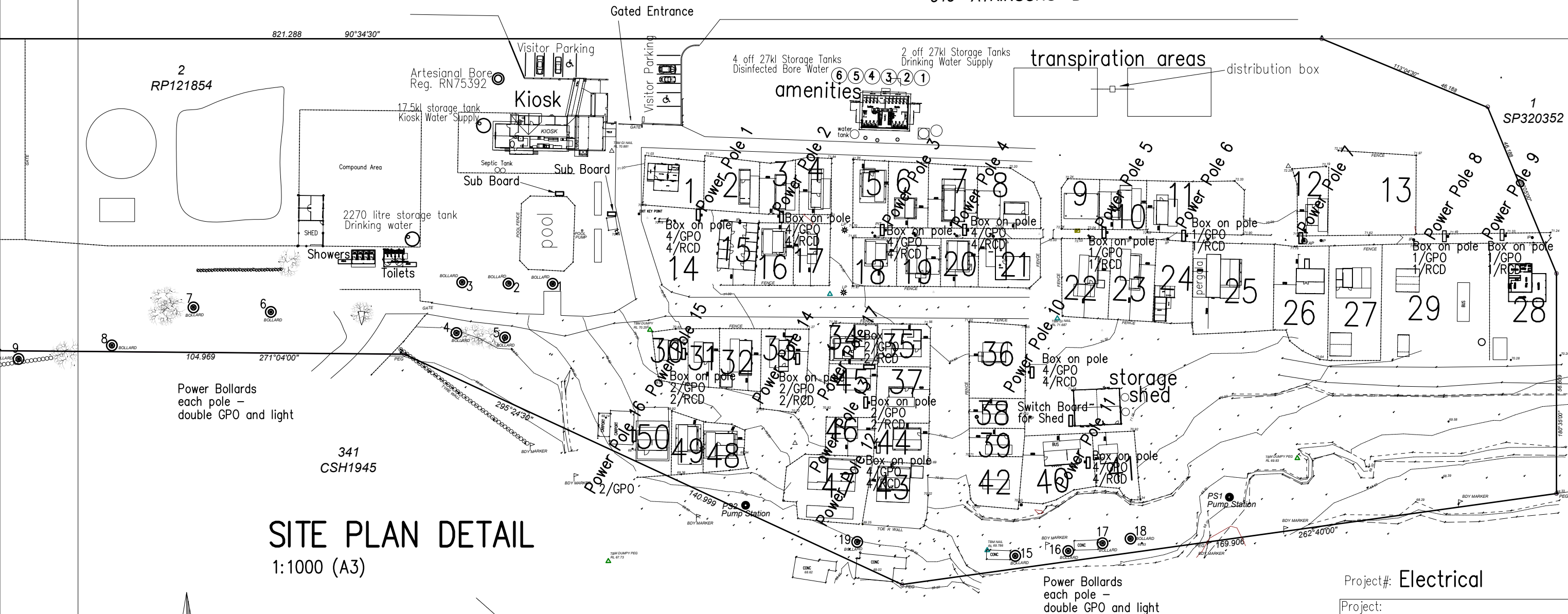
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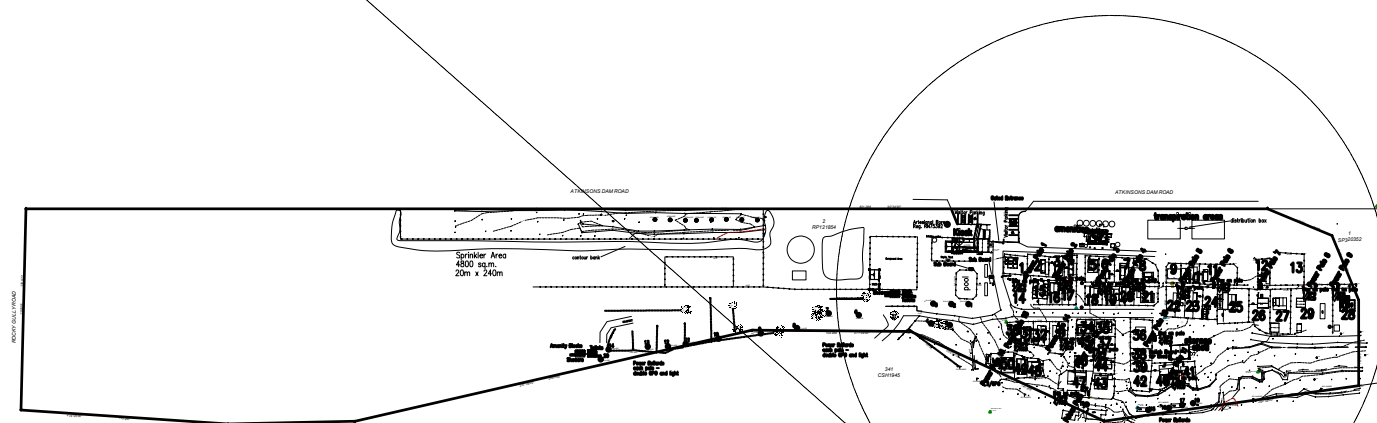
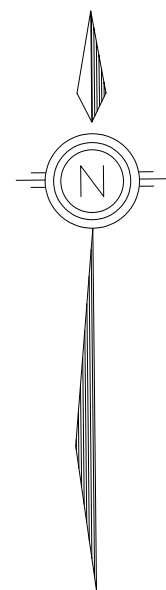
brh 2/8/2024
25

PROPERTY DESCRIPTION
Lot 2 RP 121854
Parish of England

545 ATKINSONS DAM ROAD



SITE PLAN DETAIL
1:1000 (A3)



SITE PLAN
1:5000 (A3)

Project#: Electrical

Project:
Lake Atkinson Resort
545 Atkinsons Dam Road,
Atkinsons Dam

Client:
Lake Atkinson Resort

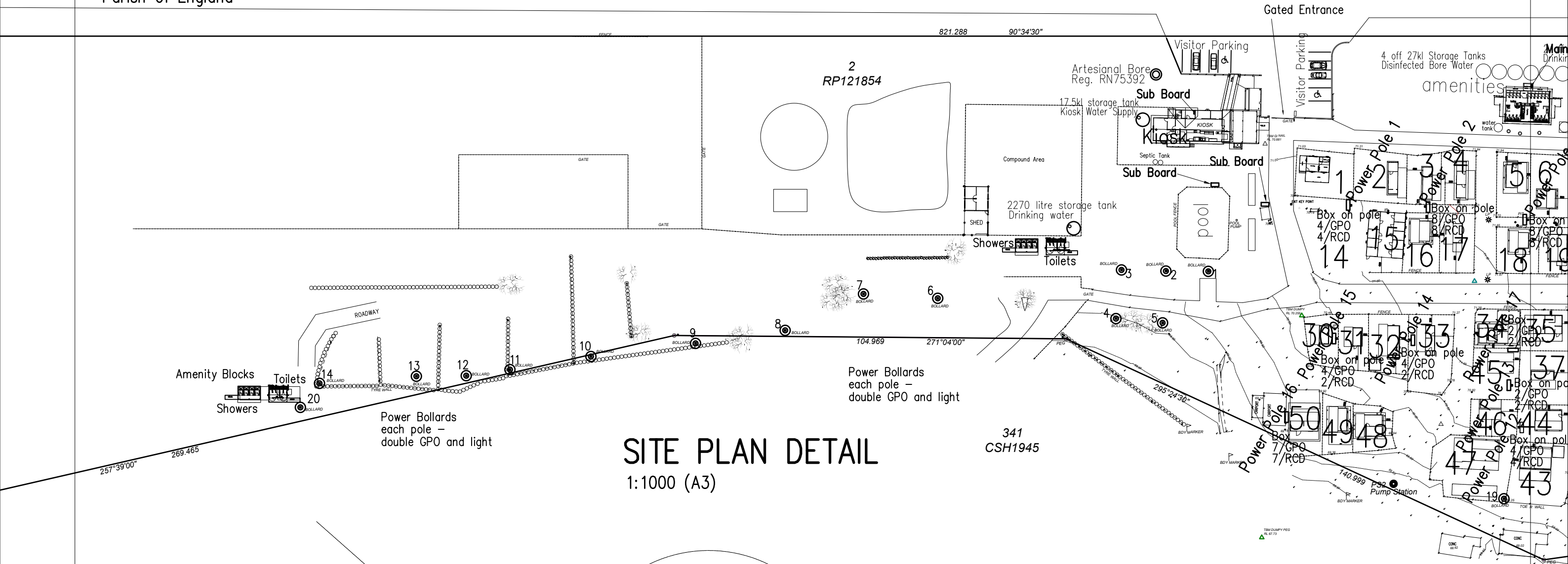
Drawing No:
2009.12 Sheet 11

Scale:
1:1000 (A3)

Drawn/Date:
brh 2/8/2024

PROPERTY DESCRIPTION
Lot 2 RP 121854
Parish of England

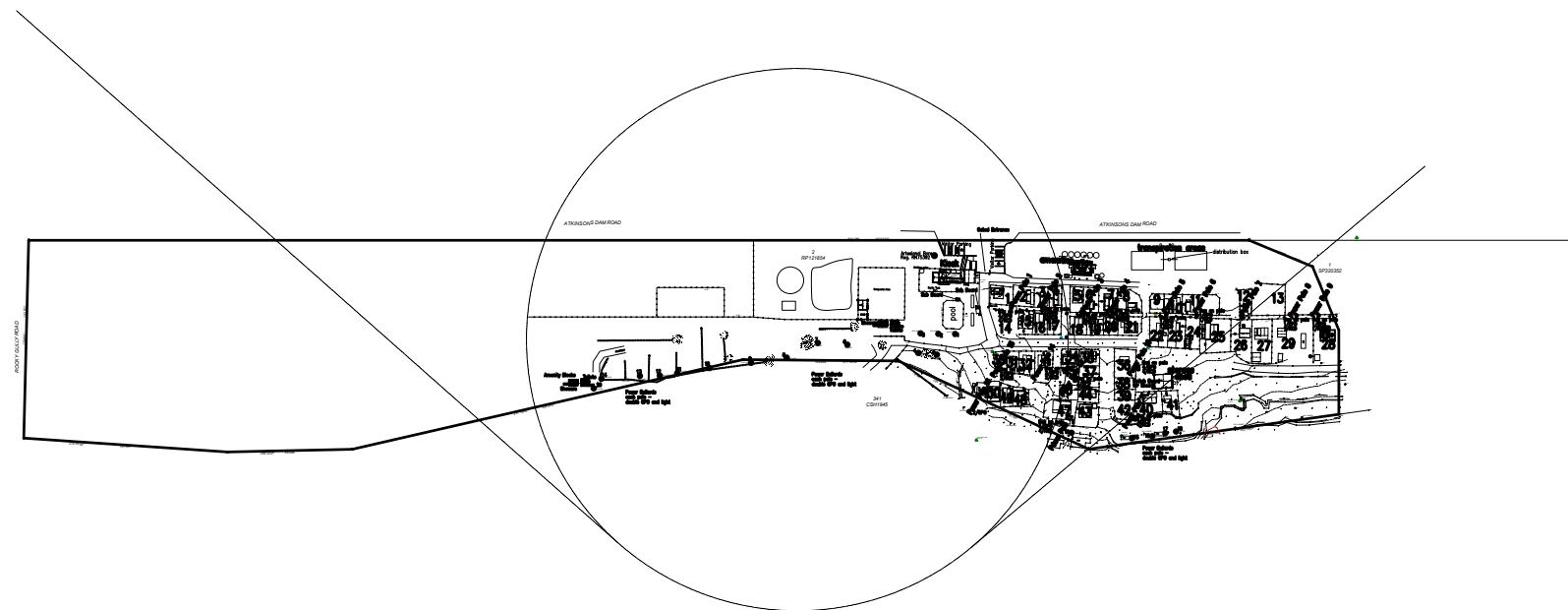
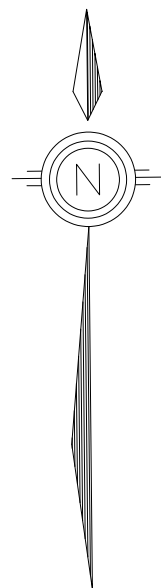
ATKINSONS DAM ROAD



SITE PLAN DETAIL

1:1000 (A3)

341
CSH1945



SITE PLAN

1:5000 (A3)

Project#: Electrical

Project:

Lake Atkinson Resort
545 Atkinsons Dam Road,
Atkinsons Dam

Client:

Lake Atkinson Resort

Drawing No:

2009.12

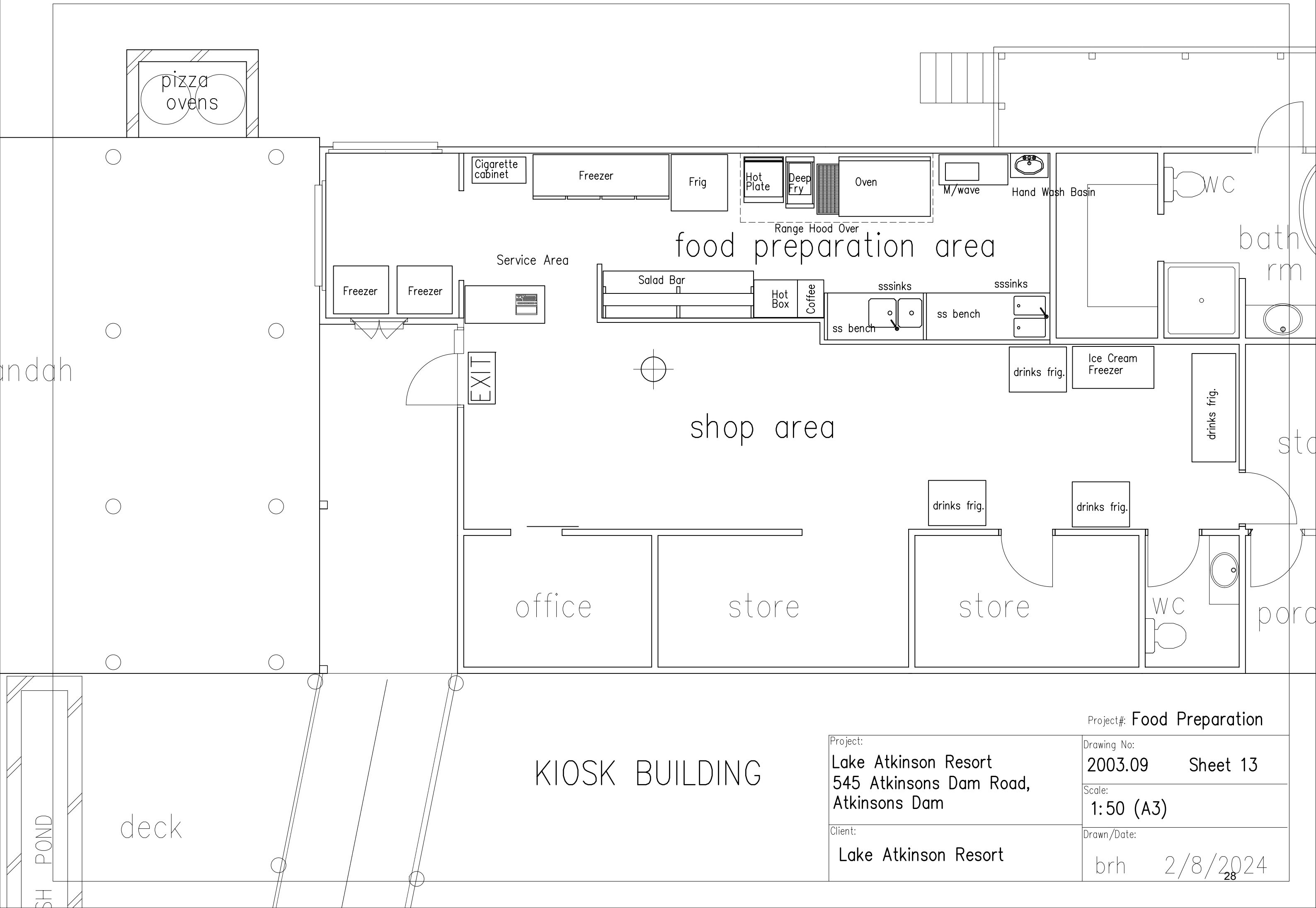
Sheet 12

Scale:

1:1000 (A3)

Drawn/Date:

brh 2/8/2024



KIOSK BUILDING

Project#: Food Preparation

Project:
Lake Atkinson Resort
545 Atkinsons Dam Road,
Atkinsons Dam

Drawing No:
2003.09 Sheet 13

Scale:
1:50 (A3)

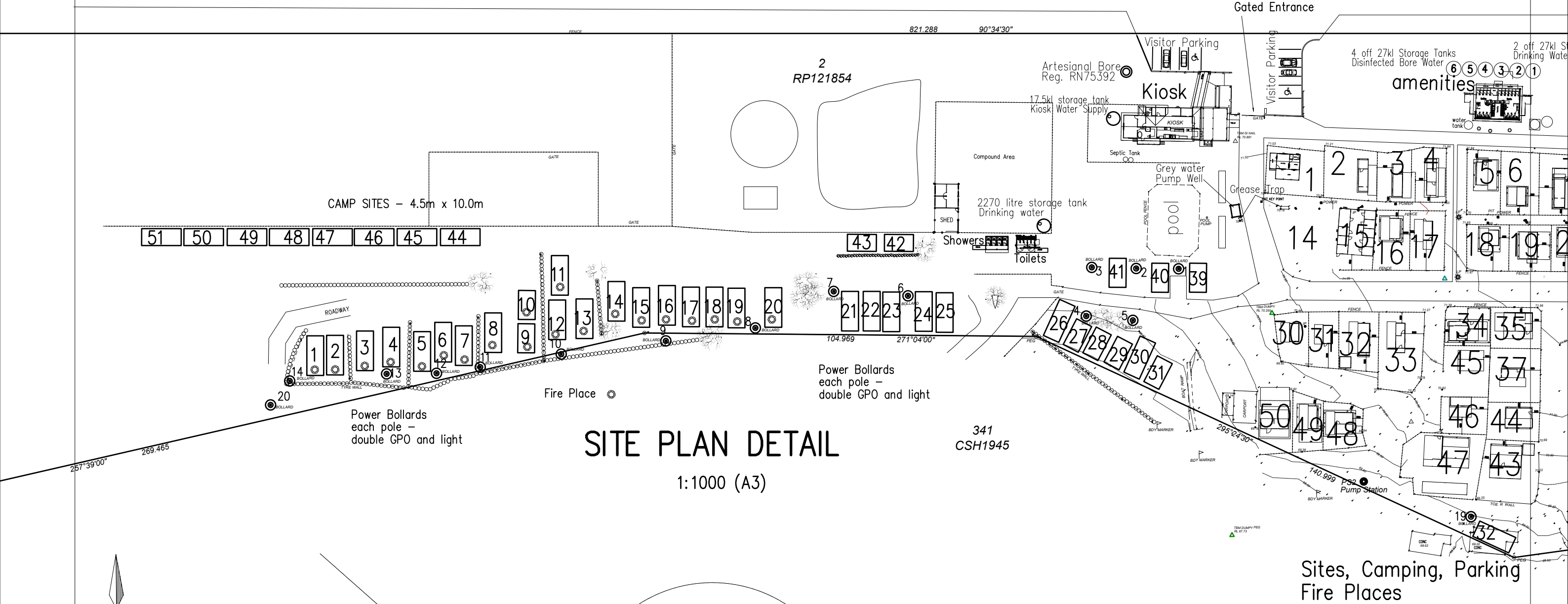
Client:
Lake Atkinson Resort

Drawn/Date:
brh 2/8/2024

PROPERTY DESCRIPTION
Lot 2 RP 121854
Parish of England

ATKINSONS DAM ROAD

ATK



SITE PLAN DETAIL

1:1000 (A3)

341
CSH1945

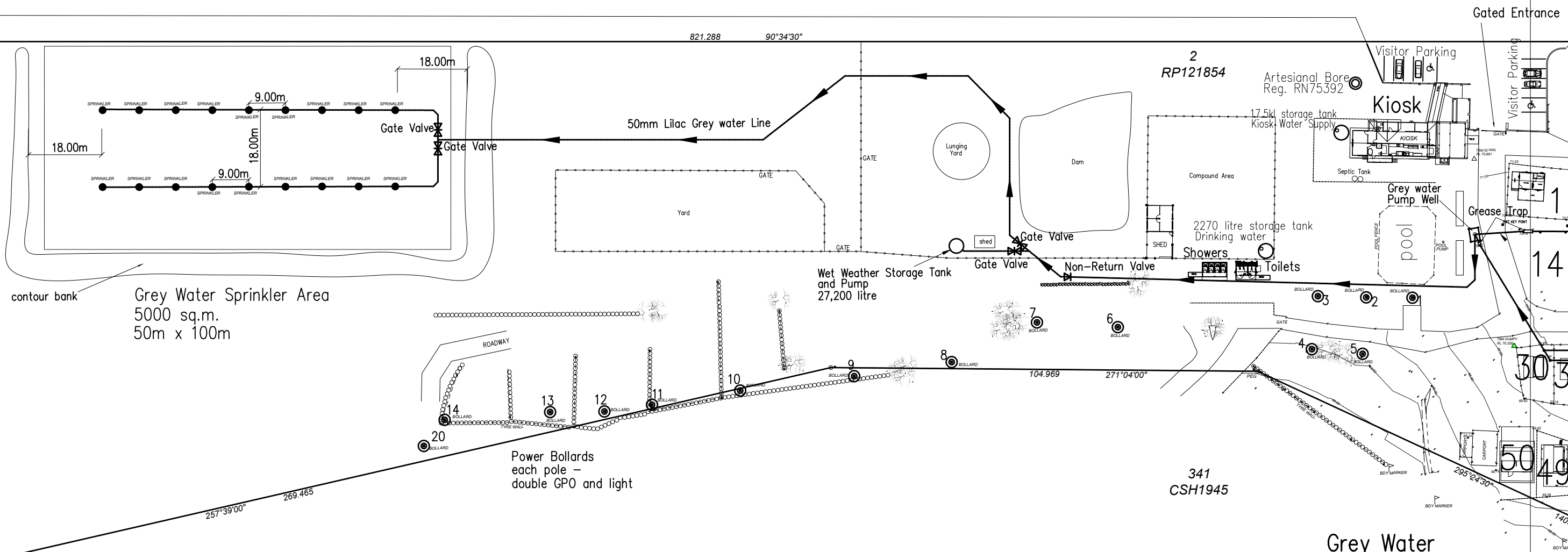
SITE PLAN
1:5000 (A3)

Sites, Camping, Parking
Fire Places

Project:	
Lake Atkinson Resort 545 Atkinsons Dam Road, Atkinsons Dam	
Client:	
Lake Atkinson Resort	
Drawing No:	
2009.12	Sheet 15
Scale:	
1:1000 (A3)	
Drawn/Date:	
brh	2/8/2024

PROPERTY DESCRIPTION
Lot 2 RP 121854
Parish of England

545 ATKINSONS DAM ROAD



GREY WATER DISTRIBUTION AREA

1:1000 (A3)

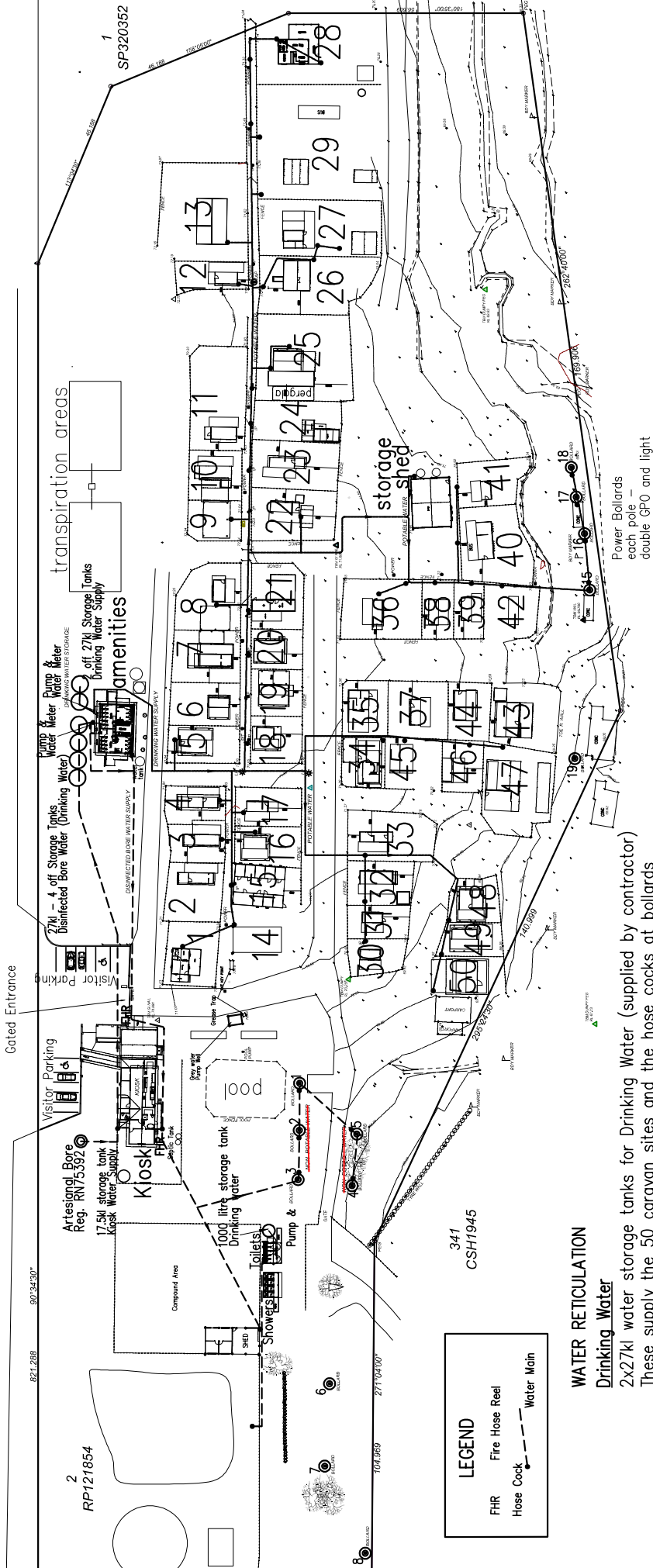
NOTE SRC DA24421
Read in conjunction with
PDD Drawing 23155-H-02 BA (D)
dated: August 2024

Grey Water Sprinkler Area
Project#: "As Constructed"

Project:	Lake Atkinson Resort 545 Atkinsons Dam Road, Atkinsons Dam
Client:	Lake Atkinson Resort
Drawing No:	2009.12 sheet 16
Scale:	1:1000 (A3)
Drawn/Date:	brh 2/8/2024

PROPERTY DESCRIPTION
Lot 2 RP 121854
Parish of England

545 ATKINSONS DAM ROAD



LEGEND

FHR

Fire Hose Reel

Hose Cock

Water Main

WATER RETICULATION

Drinking Water

2x27kl water storage tanks for Drinking Water (supplied by contractor)
These supply the 50 caravan sites and the hose cocks at bollards numbered 15 to 18 (adjacent to Site 40)
This supply also feeds the hand wash basins within the main Amenities Building.

Small Toilet and Shower Blocks

1000 litre water storage tank for Drinking Water (supplied by contractor)
This supplies the hand wash basins within the small toilet block
Kiosk

1/17.5kl water storage tank for Drinking Water (supplied by contractor)
This supplies all fixtures within the Kiosk.

Disinfected Bore Water

As Global Environment Corporation letter dated 16/7/2024
4x27kl water storage tanks for disinfected bore water. (Drinking Water)
These supply the main toilet block being piped to the showers, toilets and laundry facility.
This also supplies the Fire Hose Reels, swimming pool area and small toilet and animal husbandry, and several hose cocks for washing, watering and animal husbandry.

Note

Drinking Water will be delivered, as above, by a contractor (Burnes Water) and stored in the 2x27kl tanks as indicated above.



AMENDED

SITE PLAN
1:1000 (A3)

APPROVED

Somerset Regional Council
for the PLUMBING DEPARTMENT
DA24421
30 July 2024

Water Supply

Project:
Atkinson Dam
Waterfront Caravan Park,
Atkinson Dam Road,
Coominya.

Client:
Squarego Pty Ltd

Drawing No:
2009.12
Sheet 1

Scale:
1:1000 (A3)

Drawn/Date:
24/7/2024

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: 5 August 2024
Subject: Adoption of Charges Resolution (No. 1) 2024
File Ref: SOMERSET REGIONAL COUNCIL/LAND USE AND
PLANNING/PLANNING/Charges Resolutions
Action Officer: SP—MO

Background/Summary

Council levies infrastructure charges on development approvals through a Charges Resolution under section 113 of the *Planning Act 2016* (Planning Act). The charges resolution adopts charges (each an adopted charge) that are less than the Council proportion of the maximum adopted charge that is prescribed by the State Government in the *Planning Regulation 2017* (Planning Regulation). The Council proportion of the maximum adopted charge is calculated in accordance with a breakup agreement between Council and Urban Utilities.

The maximum adopted charge is increased from July 1 each year, either:

- a. automatically through the provisions of the Planning Regulation, or
- b. where the State Government replaces the prescribed amounts within the Planning Regulation (which has been the case in each year since 2017, other than in 2023).

Under either option, the increase is calculated using the “3-yearly moving average quarterly percentage increase in the PPI (Producer Price Index)”, which is a process prescribed within the Planning Regulation.

As Council's charges resolution does not include a provision that automatically increases the adopted charges using the 3-yearly moving average quarterly percentage increase in the PPI, Council officers review the resolution and the adopted charges each year, following the release of the new maximum adopted charge, with a new charges resolution presented to Council for adoption.

Council officers have reviewed Charges Resolution (No. 1) 2023 as required.

This report seeks Council's approval to adopt the draft Charges Resolution (No. 1) 2024 (Attachment 1), which includes the following the amendments:

- increase the adopted charges generally by 6.29% (prior to rounding);
- decrease the adopted charges for residential uses with 2 or less bedrooms in Charge Area A by 4.75%;
- decrease the adopted charges for relocatable dwellings with 2 or less bedrooms in Charge Area A by 4.75%;
- removal of provisions related to the maximum adopted charge for 2023-2024 where the State Government did not amend the Planning Regulation;
- redrafted provisions to improve alignment with terms used in the Planning Regulation, Minister's Guidelines and Rules, and Council's Local Government Infrastructure Plan;
- minor amendments for improved clarity and operational efficiency;
- consequential renumbering.

The proposed commencement date of Charges Resolution (No. 1) 2024 is Monday 19 August 2024.

Increase of the maximum adopted charge

The Queensland Government amended the maximum adopted charge from 1 July 2024, with an increase of 6.29% across all categories. Table 2 has been amended to reflect the new prescribed amount as the maximum adopted charge.

The amended resolution has removed special provisions from section 2.8 that detail the prescribed amount was not updated in 2023, as these provisions are no longer required.

Amendments to the adopted charges

The adopted charges have been increased using the 3-yearly moving average quarterly percentage increase in the PPI methodology as required. Generally, adopted charges are proposed to be increased by 6.29% across most categories (prior to any rounding).

This indexation does not result in any adopted charges exceeding the Council proportion of the maximum adopted charge.

However, a recent review of adopted charges by Council officers, in consultation with officers from Urban Utilities, has identified two demand units where it is proposed to decrease the adopted charge for consistency with other shareholder councils. Specifically:

- residential uses with 2 or less bedrooms where in Charge Area A; and
- relocatable dwellings with 2 or less bedrooms where in Charge Area A.

Charge Area A refers to land that is within the Urban Footprint around Fernvale, Kilcoy, and Lowood, and provides higher adopted charges to identified residential uses than in the balance of the region.

These demand units are being levied at 54.8% of the maximum adopted charge (using 2023 amounts). Other Urban Utilities shareholder councils are only afforded 50% of the maximum adopted charge for these categories. Officers propose to reduce the adopted charges for these two demand units by 4.75% (\$598.00) such that the adopted charge is 48.76% of the maximum adopted charge for 2024, which is consistent with the proportion attached to the “3 or more bedroom” equivalent uses in Charge Area A.

Attachment 2 provides a Comparison of Adopted Charges between Charges Resolution (No. 1) 2023 and proposed Charges Resolution (No. 1) 2024.

Amendments to Section 2 Adopted Charges

Section 2 has been amended to ensure compliance with section 113 of the Planning Act, by clarifying the date that the adopted charges start to have effect (section 113(4)) and identifying that the charges resolution does not apply to development under section 113(3).

These amendments also clarify that a balance lot will be levied an adopted charge where forming part of a residential subdivision, and that an adopted charge does not apply where for a boundary realignment (i.e. where no new lots are created).

Amendments to Section 3 Discounts

The discounts section has been amended to better reflect the terminology of section 120 of the Planning Act when dealing with extra demand.

Amendments to Section 4 Calculation of the levied charge

This section has been amended to clarify how levied charges are calculated, to ensure that multiple charges do not apply to the same area. An additional provision is included to ensure that where a levied charge would exceed the maximum that Council can charge, the levied charge will be the maximum adopted charge and proportioned per the allocation of adopted charges (as per Council’s current practice).

Amendments to Section 5 Payment triggers

This section has been amended to ensure consistency with the requirements of section 122 of the Planning Act, which cannot be varied by a charges resolution.

Amendments to Section 6 Automatic increase provision

Minor amendments are proposed to ensure that terminology aligns with the Planning Act, including an avoidance of doubt provision to ensure the increase has effect as provided for by the Act.

Other minor amendments

Updating terms throughout to ensure consistency with the Minister's Guidelines and Rules and Council's Local Government Infrastructure Plan.

Minor amendments are also proposed to the demand units for development that is for a tourist park to align with the Planning Regulation 2017 and improve operational efficiency in preparing infrastructure charges notices.

Attachments

1. Proposed Charges Resolution (No. 1) 2024
2. Comparison of Adopted Charges between Charges Resolution (No. 1) 2023 and proposed Charges Resolution (No. 1) 2024
3. Proposed Charges Resolution (No. 1) 2024 (Tracked Changes)

Recommendation

THAT Council:

1. adopt the Charges Resolution (No. 1) 2024, as shown in Attachment 1, with a commencement date of Monday 19 August 2024;
2. publish the Charges Resolution (No.1) 2024 to Council's website in accordance with section 118 of the *Planning Act 2016*; and
3. advise Urban Utilities of Council's adoption of Charges Resolution (No. 1) 2024.

Somerset Regional Council
Charges Resolution (No.1) 2024

1.0 Introduction

- 1.1 This is a charges resolution (“resolution”) made pursuant to section 113 of the *Planning Act 2016* (“PA”).
- 1.2 This resolution is attached to, but does not form part of, Somerset Regional Council’s planning schemes (the “planning schemes”) for the Somerset Region and the former Esk and Kilcoy Shires.
- 1.3 This resolution is structured as follows:

Section/ Attachment #	Name	Function
1.0	Introduction	Background, legal authorisation and timing, applicable areas and types of development that trigger charges calculation, definitions of relevant terms.
2.0	Adopted Charges	Details types of development that attract adopted charges, identifies adopted charges, and network apportionments.
3.0	Discounts	Identifies the discounts that will be taken into account in the calculation of a levied charge.
4.0	Calculation of the Levied Charge	Identifies method by which the levied charge will be worked out.
5.0	Payment Triggers	Identifies when a levied charge needs to be paid.
6.0	Automatic Increase Provision for Levied Charges	Identifies how a Levied Charge is to be increased to the date it is paid.
7.0	Conversion Applications	Identifies Council’s requirements for making a conversion application and the process of assessing and deciding the conversion application.
8.0	Offsets and Refunds for Trunk Infrastructure	Identifies method for determining the establishment cost of trunk infrastructure, the process for reconciling an offset or refund, and the timing of refunds.
9.0	Adopted Charges Reductions for Eligible Community Organisations	Identifies eligible community organisations that may be eligible for a reduction in levied charges and the process for calculating the reduction.
Attachment 1	Definitions of Trunk Infrastructure	Identifies definitions for trunk infrastructure networks used to assess conversion applications.
Attachment 2	Methodology for determining the Final Contract Value for Trunk Infrastructure Works	Outlines the default methodology for determining the establishment cost of trunk infrastructure works.
Attachment 3	Breakup Agreement	Outlines the charges breakup between Council and the Distributor-Retailer (Urban Utilities).

- 1.4 This resolution seeks to implement the requirements of the *Planning Act 2016*. The resolution has effect on and from **19 August 2024**.

- 1.5 This resolution adopts a charge (each an “adopted charge”) for particular development that is equal to or less than the maximum adopted charge prescribed within the *Planning Regulation 2017*. **Table 1(A), 1(B) and 1(C)** identify the relationship between the planning scheme use types and classes of development to which the adopted charges apply.
- 1.6 This resolution covers all of the local government area.
- 1.7 The Priority infrastructure area (“PIA”) identifies the areas which are prioritised to accommodate urban growth up to 2026 to ensure the efficient delivery of infrastructure, and is identified in the Local government infrastructure plan.
- 1.8 Trunk infrastructure items for the transport, public parks and community lands, and stormwater networks (the “local government trunk infrastructure networks”) are identified in the Local government infrastructure plan and are described in Attachment 1.
- The desired standards of service, plans for trunk infrastructure, and establishment costs of trunk infrastructure for the transport, public parks and community lands, and stormwater networks are identified within the Local government infrastructure plan.
- 1.9 Under the *Planning Act 2016*, an adopted charge may be levied for the trunk infrastructure that is planned to serve the premises on which development is undertaken.
- The types of development that trigger the levying of an adopted charge under this charges resolution are:
- (a) reconfiguring a lot; and
 - (b) material change of use of premises; and
 - (c) building work.

1.10 Interpretation

In this resolution:

adopted charge means the charge to be applied for the purpose of calculating the levied charge as stated in section 2.0. (Adopted charge).

bedroom for purposes of determining the charge for Accommodation (short term) and Accommodation (long term) is that part of a room containing a bed (regardless of its size), e.g. a room containing only one bed is a “bedroom” while a dormitory containing 4 separate beds is regarded as 4 “bedrooms”.

In making a determination that an Accommodation (short term) or Accommodation (long term) building falls within the category of a “1 or 2 bedroom dwelling”, the building must contain no more than 2 beds (regardless of their size) and each such building is taken to constitute a “dwelling” (Somerset Region Planning Scheme) or “dwelling unit” (Esk Shire Planning Scheme 2005 and Kilcoy Shire Council Planning Scheme 2006) for purposes of determining the applicable charge for the facility.

Charge Area A means the area within the urban footprint of the towns of Fernvale, Kilcoy, or Lowood.

Editors’ note—For example, land within the urban footprint at Woolmar or Winya is within the urban footprint of the town of Kilcoy and therefore within Charge Area A.

Charge Area B, means the area other than Charge Area A.

court area means the area of premises where the leisure, sport or recreation activity is conducted and excludes the area of the premises not used for conducting the leisure, sport or recreation activity, such as areas for spectators, office or administration, amenities or food and beverages.

discount means the assessed demand for an existing use right prior to the development application to be applied within the calculation an adopted infrastructure charge which acknowledges the existing usage of the trunk infrastructure networks by the premises and reduces the charges accordingly as stated in section 3.0 (Discounts).

distributor-retailer means the Central SEQ Distributor-retailer Authority, trading as Urban Utilities.

dwelling for purposes of determining the adopted charge for residential development has the meaning given to that term in the Somerset Region Planning Scheme.

dwelling unit for purposes of determining the adopted charge for residential development has the meaning given to that term in the respective Planning Schemes for the former Esk and Kilcoy Shires.

gross floor area (GFA) for purposes of determining Council's adopted charge has the meaning given to that term in the *Planning Regulation 2017*.

impervious area for the purposes of determining Council's adopted charge has the meaning given to that term in the *Queensland Urban Drainage Manual* (QUDM).

infrastructure charges notice see schedule 2 (Dictionary) of the *Planning Act 2016*.

lawful use see schedule 2 (Dictionary) of the *Planning Act 2016*.

levied charge means the charge levied on an applicant through an infrastructure charges notice in accordance with section 119 of the *Planning Act 2016*, worked out by applying the provisions of this Charges Resolution.

Local government infrastructure plan (LGIP) means Part 4 and Schedule 3 of the Somerset Region Planning Scheme.

Local government trunk infrastructure networks see section 1.8.

maximum adopted charge see schedule 2 (Dictionary) of the *Planning Act 2016*.

offsets relate to works and land contributions concerning trunk infrastructure that is deemed to be eligible for off-set against adopted charges.

planning scheme means the Somerset Region Planning Scheme and the former Esk and Kilcoy Shire Council Planning Schemes.

producer price index (PPI) means the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge Construction index for Queensland published by the Australian Bureau of Statistics.

3-yearly PPI index average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters.

schedule of works means the schedule of works for existing and future trunk infrastructure as identified in Local government infrastructure plan.

suite means a single room or a set of connecting rooms that can operate as a single occupancy or single tenancy.

urban footprint has the meaning given to SEQ Urban Footprint as defined in the *Planning Regulation 2017*.

Table 1(A) Former Esk Shire Planning scheme use types to which adopted charges apply	
Planning scheme use types	Classes of development to which adopted charges apply
House, Multiple Dwelling, (unit, duplex, apartment), Caretaker's Residence	Residential
Hotel (residential components), Motel, Caravan Park, Host Home Accommodation	Accommodation (Short term)
Caravan Park, Multiple Dwelling (retirement village, nursing home, aged care accommodation, hostel)	Accommodation (Long term)
Community Facilities (Church)	Places of Assembly
Commercial Premises (showrooms, produce stores, retail warehouses), Plant Nursery, Warehouse	Commercial (Bulk goods)
Commercial Premises (shops, restaurants, take away food premises, kiosk), Service Station	Commercial (Retail)
Commercial Premises (offices)	Commercial (Office)
Community Facilities (education uses)	Educational Facility
Hotel (non residential component), Indoor Entertainment (entertainment facilities)	Entertainment
Indoor Entertainment (sporting facilities)	Indoor Sport and Recreation
Low & Medium Impact Industries, Transport Depot	Other Industry
High Impact Industry	High Impact Industry
Agriculture, Animal Husbandry, Forestry, Stable	Low Impact Rural
Aquaculture, Intensive Animal Husbandry, Cattery, Kennel	High Impact Rural
Commercial Premises (veterinary establishments), Community Facilities (hospital, ambulance, fire brigade, police stations & emergency services)	Essential Services
Extractive Industry, Outdoor Entertainment, Rural Industry, Utilities-local, Utilities- public	Specialised uses
Home Based Business, Advertising Sign, Relatives Apartment	Minor uses

Table 1(B) Former Kilcoy Shire Planning scheme use types to which adopted charges apply	
Planning scheme use types	Classes of development to which adopted charges apply
Caretaker's Residence, Dwelling House, Residential Premises (accommodation unit, apartment, duplex, dwelling house, multiple dwelling house, townhouse)	Residential
Residential Premises (Motel, Commercial Facilities (hotel residential component), Holiday Cabin Development, Host Premises	Accommodation (Short term)
Caravan Park, Residential Premises (hostel, boarding house)	Accommodation (Long term)
Commercial Facilities (Licensed Club, Reception Rooms), Community Activities (social, cultural, religious and community services)	Places of Assembly
Commercial Facilities (bulk store, warehouse, car hire premises, showroom), Plant Nursery	Commercial (Bulk goods)
Commercial Facilities (laundry, markets, shop, shopping centre, supermarket) Local Store, Refreshment Premises, Service Station	Commercial (Retail)
Commercial Facilities (office)	Commercial (Office)
Community Activities (educational services), Child Care Centre	Educational Facility
Commercial Facilities (hotel), Indoor Entertainment	Entertainment
Recreational Use (indoor)	Indoor Sport and Recreation
Low Impact Industry, Medium Impact Industry, Service Industry	Other Industry
High Impact Industry	High Impact Industry
Agriculture, Animal Husbandry, Stable	Low Impact Rural
Intensive Rural Use, Cattery, Kennel	High Impact Rural
Commercial Facilities (medical centre), Community Activities (hospital, ambulance, fire brigade, police stations and emergency services and the like), Public Utility, Veterinary Premises	Essential Services
Extractive Industry, Tourist Attraction, Recreational Use (outdoor), Rural Industry	Specialised uses
Home Business, Relatives Apartment	Minor uses

Table 1(C) Somerset Region Planning scheme use types to which adopted charges apply	
Planning scheme use types	Classes of development to which adopted charges apply
Caretaker's accommodation, Dual occupancy, Dwelling house, Dwelling unit, Multiple dwelling	Residential
Hotel (accommodation components), Nature based tourism (accommodation components), Party house, Resort complex (accommodation components), Short-term accommodation, Tourist park	Accommodation (Short term)
Community residence, Relocatable home park, Retirement facility, Rooming accommodation	Accommodation (Long term)
Club, Community use, Function facility, Funeral parlour, Place of worship	Places of Assembly
Agricultural supplies store, Bulk landscape supplies, Garden centre, Hardware and trade supplies, Outdoor sales, Showroom	Commercial (Bulk goods)
Adult store, Car wash, Food and drink outlet, Service industry, Service station, Shop, Shopping centre	Commercial (Retail)
Office, Sales office	Commercial (Office)
Childcare centre, Community care centre, Educational establishment	Educational Facility
Bar, Brothel, Hotel (other than accommodation component), Nightclub entertainment facility, Resort complex (other than accommodation component), Theatre	Entertainment
Indoor sport and recreation	Indoor Sport and Recreation
Low impact industry, Marine industry, Medium impact industry, Research and technology industry, Rural industry, Transport depot, Warehouse	Other Industry
High impact industry, Special industry	High Impact Industry
Animal husbandry, Cropping, Permanent plantation, Wind farm	Low Impact Rural
Animal keeping (for a cattery or kennel), Aquaculture, Intensive animal industry, Intensive horticulture, Wholesale nursery, Winery	High Impact Rural
Detention facility, Emergency services, Health care services, Hospital, Residential care facility, Substation, Veterinary services	Essential Services

Air services, Animal keeping (other than for cattery or kennel), Crematorium, Environment facility, Extractive industry, Major electricity infrastructure, Major sport, recreation and entertainment facility, Motorsport facility, Nature based tourism (other than accommodation component), Non-resident workers accommodation, Outdoor sport and recreation, Outstation, Parking station, Port service, Renewable energy facility, Rural workers accommodation, Tourist attraction, Utility installation	Specialised uses
Cemetery, Home based business, Landing, Market, Park, Roadside stall, Telecommunications facility, Temporary use	Minor uses

2.0 Adopted Charges

- 2.1 Adopted charges under this resolution have effect on and from the day that this resolution takes effect.
- 2.2 **Table 2** identifies Council's adopted charges for the local government trunk infrastructure networks for development under this charges resolution.
- 2.3 This resolution adopts different charges within different parts of the local government area (each a charge area) for some charge categories. Table 2 identifies where the adopted charges vary by charge area. The charges areas are defined in section 1.10.
- 2.4 The distributor-retailer may levy adopted charges for the water supply and sewerage networks under the distributor-retailer's Netserv Plan.
- 2.5 The proportional allocation of the maximum adopted charges under the *Planning Regulation 2017* between Council and the distributor-retailer (the charges break-up) is specified in Attachment 3.
- 2.6 Development exempt from adopted charges
- 2.6.1 Adopted charges for the local government trunk infrastructure networks do not apply to:
- (a) development identified in section 113(3) of the Planning Act; or
 - (b) development that is reconfiguring a lot:
 - (i) for a lot that is transferred to Council, the distributor-retailer, or the Crown for public purposes, park, or stormwater/drainage; or
 - (ii) for a boundary realignment only; or
 - (c) development that is material change of use or building works for a dwelling house (secondary dwelling).
- 2.7 Reconfiguring a lot
- 2.7.1 For the purpose of determining a charge for reconfiguring a lot, each lot within a Town Zone (Residential Precinct), Town Zone (Park Residential Precinct), Village Zone, Park Residential Zone, Residential Zone, General Residential Zone, General Residential Zone (Park Residential Precinct), Township Zone, Rural Residential Zone, and each lot approved for residential purposes in an Emerging Community Zone or Rural Zone is taken to be equivalent to residential development for a 3 or more bedroom dwelling in the relevant charge area.
- 2.7.2 To avoid any doubt, a balance lot created in a reconfiguring a lot for residential development will be included in the calculation of the levied charge.
- 2.8 Specialised and undefined uses
- 2.8.1 Where development is for a use that is listed as a specialised use or an undefined use, Council will determine the most appropriate equivalent use charging category from **Table 1(A)**, **1(B)**, and **1(C)** to apply to the development to calculate the levied charge in accordance with **Table 2**.
- 2.9 Stormwater network
- 2.9.1 An adopted charge for the stormwater network will only apply to land within the Urban Footprint.

2.10 Public parks and community land network

- 2.10.1 An adopted charge for the public parks and community land network will not apply to land within the Remainder of shire public parks and community land catchment (PPCL6) as shown on the Local government infrastructure plan maps.

Table 2: Adopted Charges

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Prescribed amounts as at 1 July 2024		Charge area	Adopted charge			
				Stormwater network	Public parks and community land network	Transport network	Demand unit
	(\$ per regulated demand unit)	(regulated demand unit)		(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
Residential uses	\$24,609.05	each dwelling with 2 or less bedrooms	Charge Area A	\$3,364.00	\$5,079.00	\$3,556.00	each dwelling with 2 or less bedrooms
Residential uses	\$24,609.05	each dwelling with 2 or less bedrooms	Charge Area B	\$2,501.00	\$3,775.00	\$2,643.00	each dwelling with 2 or less bedrooms
Residential uses	\$34,452.65	each dwelling with 3 or more bedrooms	Charge Area A	\$4,721.00	\$7,128.00	\$4,991.00	each dwelling with 3 or more bedrooms
Residential uses	\$34,452.65	each dwelling with 3 or more bedrooms	Charge Area B	\$2,501.00	\$3,775.00	\$2,643.00	each dwelling with 3 or more bedrooms
Accommodation (short-term)	\$12,304.45	each group of 2 sites or less	All Charge Areas	\$247.00	\$0.00	\$871.00	each tent, caravan or similar site in a tourist park
Accommodation (short-term)	\$17,226.20	each group of 3 sites	All Charge Areas	\$247.00	\$0.00	\$871.00	each tent, caravan or similar site in a tourist park
Accommodation (short-term)	\$12,304.45	each cabin with 2 or less bedrooms	All Charge Areas	\$247.00	\$0.00	\$871.00	each cabin with 2 or less bedrooms in a tourist park
Accommodation (short-term)	\$17,226.20	each cabin with 3 or more bedrooms	All Charge Areas	\$247.00	\$0.00	\$871.00	each cabin with 3 or more bedrooms in a tourist park

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Prescribed amounts as at 1 July 2024		Charge area	Adopted charge			
				Stormwater network	Public parks and community land network	Transport network	Demand unit
	(\$ per regulated demand unit)	(regulated demand unit)		(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
Accommodation (short-term)	\$12,304.45	each suite with 2 or less bedrooms	All Charge Areas	\$247.00	\$0.00	\$871.00	each suite with 2 or less bedrooms
Accommodation (short-term)	\$17,226.20	each suite with 3 or more bedrooms	All Charge Areas	\$247.00	\$0.00	\$871.00	each suite with 3 or more bedrooms
Accommodation (short-term)	\$12,304.45	each bedroom that is not part of a suite	All Charge Areas	\$247.00	\$0.00	\$871.00	each bedroom that is not part of a suite
Accommodation (long-term)	\$24,609.05	each relocatable dwelling site for 2 or less bedrooms	Charge Area A	\$3,364.00	\$5,079.00	\$3,556.00	each relocatable dwelling site for 2 or less bedrooms
Accommodation (long-term)	\$24,609.05	each relocatable dwelling site for 2 or less bedrooms	Charge Area B	\$2,501.00	\$3,775.00	\$2,643.00	each relocatable dwelling site for 2 or less bedrooms
Accommodation (long-term)	\$34,452.65	each relocatable dwelling site for 3 or more bedrooms	Charge Area A	\$4,721.00	\$7,128.00	\$4,991.00	each relocatable dwelling site for 3 or more bedrooms
Accommodation (long-term)	\$34,452.65	each relocatable dwelling site for 3 or more bedrooms	Charge Area B	\$2,501.00	\$3,775.00	\$2,643.00	each relocatable dwelling site for 3 or more bedrooms
Accommodation (long-term)	\$24,609.05	each suite with 2 or less bedrooms	All Charge Areas	\$247.00	\$2,643.00	\$2,643.00	each suite with 2 or less bedrooms

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Prescribed amounts as at 1 July 2024		Charge area	Adopted charge			
				Stormwater network	Public parks and community land network	Transport network	Demand unit
	(\$ per regulated demand unit)	(regulated demand unit)		(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
Accommodation (long-term)	\$34,452.65	each suite with 3 or more bedrooms	All Charge Areas	\$247.00	\$2,643.00	\$2,643.00	each suite with 3 or more bedrooms
Accommodation (long-term)	\$24,609.05	each bedroom that is not part of a suite	All Charge Areas	\$247.00	\$2,643.00	\$2,643.00	each bedroom that is not part of a suite
Places of assembly	\$86.20	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$44.91	each square metre of gross floor area
Places of assembly	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Commercial (bulk goods)	\$172.25	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$56.14	each square metre of gross floor area
Commercial (bulk goods)	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Commercial (retail)	\$221.50	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$56.14	each square metre of gross floor area
Commercial (retail)	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Commercial (office)	\$172.25	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$13.70	each square metre of gross floor area

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Prescribed amounts as at 1 July 2024		Charge area	Adopted charge			
				Stormwater network	Public parks and community land network	Transport network	Demand unit
	(\$ per regulated demand unit)	(regulated demand unit)		(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
Commercial (office)	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Educational facility	\$172.25	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$56.14	each square metre of gross floor area
Educational facility	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Entertainment	\$246.05	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$56.14	each square metre of gross floor area
Entertainment	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Indoor sport and recreation	\$246.05	each square metre of gross floor area, other than court areas	All Charge Areas	\$0.00	\$0.00	\$30.77	each square metre of gross floor area, other than court areas
Indoor sport and recreation	\$24.55	each square metre of gross floor area that is court area	All Charge Areas	\$0.00	\$0.00	\$18.27	each square metre of gross floor area that is court area
Indoor sport and recreation	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Prescribed amounts as at 1 July 2024		Charge area	Adopted charge			
				Stormwater network	Public parks and community land network	Transport network	Demand unit
	(\$ per regulated demand unit)	(regulated demand unit)		(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
High impact or special industry	\$86.20	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$18.63	each square metre of gross floor area
High impact or special industry	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Other industry	\$61.50	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$18.63	each square metre of gross floor area
Other industry	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
High impact rural	\$24.55	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$8.41	each square metre of gross floor area
Low impact rural	Nil	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable
Essential services	\$172.25	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$13.70	each square metre of gross floor area
Essential services	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Minor uses	Nil	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable
Other uses	Refer to specialised uses and undefined uses						

3.0 Discounts

3.1 In accordance with section 120 of the *Planning Act 2016*, a levied charge may be only for extra demand placed upon trunk infrastructure that will be generated by the development.

3.2 Discounts for existing demand will apply to the following:

- (a) an existing use on the premises if the use is lawful and already taking place on the premises; or
- (b) a previous use that is no longer taking place on the premises if the use was lawful at the time the use was carried out; or
- (c) other development on the premises if the development may be lawfully carried out without the need for a further development permit, including a development permit for building work; or
- (d) the relevant adopted charge for the lots that make up the land subject of the approval, to the extent that the adopted charge has not already been taken up by development on the land.

3.3 However, a discount will not apply if:

- (a) an infrastructure requirement that applies, or applied to the use or development, has not been complied with; or
- (b) for 3.2 (c)—an infrastructure requirement applies to the premises on which the development will be carried out, and the infrastructure requirement was imposed on the basis of development of a lower scale or intensity being carried out on the premises.

3.3 Discounts in Section 3.2 will be calculated in the same manner in which the relevant demand charge is calculated under Section 4.0. To avoid doubt, Council is only charging for the extra demand caused by the development.

3.4 If more than one type of discount under Section 3.2 is relevant to the premises:

- (a) to the extent that such discount are mutually incompatible—a discount will only apply to the higher of the discounts; and
- (b) otherwise—the discount shall be the sum of the relevant discounts.

Example 1—A premises that is two vacant lots shall receive the sum of the demand credits for two vacant lots.

Example 2—A premises that is currently lawfully used as an office that was previously lawfully used as a shop will attract a demand credit for commercial (retail) only (the higher demand credit of the two demand credits available), as the use of premises for both uses is mutually incompatible.

Example 3—A premises that is two vacant lots and a lot that is currently lawfully used for an office shall receive the sum of the demand credits for two vacant lots and the higher of the third lot or the use as an office.

3.5 Council may, in its discretion and subject to satisfactory evidence from an applicant, provide a demand credit for a previous headworks payment or levied charge payment that is surplus to the existing demand being placed on the local government trunk infrastructure networks.

3.6 Any discount calculated in accordance with Section 3.1 – 3.4 is to be allocated to the trunk infrastructure network to which the discount was accrued, unless otherwise determined under a separate infrastructure agreement between Council and the applicant.

3.7 Where the demand credit exceeds the development demand for the local government trunk infrastructure networks:

- (a) it is taken that there is no additional demand placed on the local government trunk infrastructure networks;
- (b) the initial levied charge is taken to be \$0.00; and

(c) no refund is provided.

4.0 Calculation of the Levied Charge

4.1 The following steps identify the process to work out the levied charge for a development:

Step 1 Determine the definition of the proposed development based upon the translation of Planning Scheme land use types – refer to **Table 1(A), 1(B)** and **1(C)**.

Step 2 Determine the development demand unit (e.g. m² GFA) and associated charge rate (i.e. \$/ demand unit) that may be levied for the proposed development – refer to **Table 2**.

Should the area within which the site is located not be serviced, or is not planned to be serviced by a particular network(s) then such separate components of the charge shall be deducted from the total adopted charge payable.

Step 3 Determine any existing discount amount for each trunk infrastructure network currently servicing the premises as stated in Section 3.0

Step 4 Calculate the charge to be levied by subtracting the applicable discount amount from the proposed development charge amount for each trunk infrastructure network (in monetary value).

4.2 If the development is for building works or a material change of use that is for more than one use:

- (a) to the extent that the development provides for an area that is able to be used for more than one use, or is common between two or more uses—the developed demand is to be calculated using the higher of the adopted charges for the relevant uses; and
- (b) otherwise—the levied charge shall be worked out using the sum of the development demands and the relevant adopted charges.

Example 1—A development that involves a new building for 200m² GFA of office and 200m² GFA of shop shall have a development demand that is the sum of 200m² GFA commercial (office) and 200m² GFA commercial (retail).

Example 2—A development that involves a new building for 400m² GFA that is proposed to be used as either an office or a shop will attract a development demand for 400m² commercial (retail) only, as the higher development demand of the two relevant uses.

4.3 Should the levied charge calculated exceed the Council proportion of the maximum adopted charge under the breakup agreement, the initial levied charge will be set at the Council proportion of the maximum adopted charge stated in Table 2, allocated proportionally to the local government trunk infrastructure networks as shown in Table 2.

5.0 Payment Triggers

This section states when a levied charge is to be paid.

5.1 Levied charges are payable at the time outlined in section 122 of the Planning Act.

Editor's note—A levied charge becomes payable:

(a) if the charge applies for reconfiguring a lot—when the local government that levied the charge approves a plan for the reconfiguration that, under the Land Title Act, is required to be given to the local government for approval; or

(b) if the charge applies for building work—when the final inspection certificate for the building work, or the certificate of occupancy for the building, is given under the Building Act; or

(c) if the charge applies for a material change of use—when the change happens; or

(d) if the charge applies for other development—on the day stated in the infrastructure charges notice under which the charge is levied.

5.2 Despite 5.1, an infrastructure agreement may provide that levied charges are paid at an alternative time.

6.0 Automatic increase provision for levied charges

6.1 A levied charge is to be automatically increased by the difference between the producer price index (PPI) applicable at the time the charge was levied, and the producer price index applicable at the time of payment of the levied charge¹, adjusted by reference to the 3-yearly PPI Index Average².

6.2 The amount of the levied charge increase in accordance with section 6.1 is not to exceed the maximum adopted charge the Council could have levied for the development at the time the charge is paid.

6.3 If the levied charge is increased in accordance with sections 6.1 and 6.2, the levied charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.

6.4 To avoid any doubt, this section is an automatic increase provision under the Planning Act.

¹ To be clear, the charge to be paid is the greater of the charge as levied by Council and the levied charge indexed using the Producer Price Index (adjusted by reference to the 3-yearly PPI Index Average) for the period starting on the day the charge is levied and ending on the day the charge is paid.

² 3-yearly PPI index average is defined in section 114 of the *Planning Act 2016* and means the PPI index smoothed in accordance with the 3-year moving average quarterly percentage change between quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

7.0 Conversion Applications

7.1 Purpose

7.1.1 This section applies where:

- a) A condition of a development approval under section 145 of PA requires non-trunk infrastructure to be provided; and
- b) The construction of the non-trunk infrastructure has not started; and
- c) The applicant for the development approval is seeking to apply to Council to convert the non-trunk infrastructure to trunk infrastructure (a conversion application).

7.1.2 Council's requirements for making an application and the process of assessing and deciding the conversion application is identified below.

7.2 Process for making a conversion application

7.2.1 A conversion application must:

- a) be in writing;
- b) be accompanied by the completed Council prescribed form for conversion applications (if applicable);
- c) relate to non-trunk infrastructure conditioned under section 145 of PA;
- d) be lodged with Council before construction of the relevant non-trunk infrastructure commences;
- e) be accompanied by supporting information including:
 - (i) Details of the relevant development approval including application number, property address and real property description;
 - (ii) The applicant's contact details;
 - (iii) The relevant condition(s) for non-trunk infrastructure imposed to which the conversion application relates;
 - (iv) A written statement that construction of the infrastructure had not commenced prior to the making of the conversion application;
 - (v) A description of the circumstances giving rise to the conversion application including supporting commentary and rationale that addresses Council's trunk infrastructure criteria;
 - (vi) Other relevant supporting information where available including:
 - Engineering estimates of works;
 - Preliminary design plans;
 - Network servicing analysis.
 - Details of special considerations (e.g. geographical context).

7.3 Assessing and deciding a conversion application

7.3.1 The process of assessing and deciding a conversion application is as follows:

- a) Council will assess the application having regard to its trunk infrastructure criteria (outlined below);
- b) Council must consider and decide the application within the required period being 30 business days after:
 - (i) Generally – the making of the application; or
 - (ii) If an information requirement is made – the requirement is complied with.
- c) Before making its decision, Council may give notice to the applicant requiring additional information for making the decision.
- d) The notice must detail:
 - (i) The information required;
 - (ii) A period of at least 10 business days for giving the information;
 - (iii) That the application will lapse if the applicant does not comply with the notice within the specified period, or any later period as agreed between Council and the applicant within the specified period.
- e) Council must, as soon as practicable after deciding the conversion application, give the applicant notice of its decision.
- f) If the decision is to convert the non-trunk infrastructure to trunk infrastructure, the notice

- must state whether an offset or refund applies and if so, the details of an offset or refund.
- g) If the decision is to not convert the non-trunk infrastructure to trunk infrastructure, the notice must be an information notice that states:
- (i) The decision and the reasons for it;
 - (ii) That its recipient may appeal against the decision; and
 - (iii) How the recipient may appeal.

7.4 Effect of conversion

- 7.4.1 If Council's decision is to convert the non-trunk infrastructure to trunk infrastructure:
- a) the condition of the relevant development approval requiring non-trunk infrastructure to be provided no longer has effect;
 - b) Council may, within 20 business days after making the decision, amend the development approval by imposing a necessary infrastructure condition for the trunk infrastructure; and
 - c) if the necessary infrastructure condition is imposed, Council will, within 10 business days after imposing the condition, give an infrastructure charges notice or amend, by notice to the applicant, any existing infrastructure charges notice for the development approval for the purposes of determining offset or refund requirements.

7.5 Trunk infrastructure criteria

- 7.5.1 The identified trunk infrastructure criteria for deciding whether or not to convert non-trunk infrastructure to trunk infrastructure are the following:
- 1. The infrastructure is consistent with Council's Desired Standards of Service (DSS); and
 - 2. The infrastructure is identified in Council's plans for trunk infrastructure and schedule of works but is required in a different geographical location; or
 - 3. The infrastructure is consistent with Council's **Definitions of trunk infrastructure** identified in Attachment 1; or
 - 4. For infrastructure that is not consistent with Council's definitions of trunk infrastructure, the infrastructure is consistent with all of the following **trunk infrastructure principles**:
 - a) Facilitates development of other premises by enabling increased development or overcoming deficiencies in service through its provision; and
 - b) Reduces or eliminates unnecessary and interim staged infrastructure; and
 - c) Provides a critical shared link between multiple development sites and the defined and mapped trunk network; and
 - d) Would have been identified as 'trunk' infrastructure had the ultimate demand and development pattern been known in more detail at the time of developing the infrastructure plan; and
 - e) The type, size and location of the infrastructure is the *most cost effective option* for servicing multiple users in the area. The most effective option means the least cost option based upon the life cycle cost of the infrastructure required to service existing and future development in the area at the desired standards of service.

8.0 Offsets and Refunds for Trunk Infrastructure

8.1 Application of an offset and refund

- 8.1.1 Unless otherwise provided for in an infrastructure agreement, this section applies where:
- a) a development application has been conditioned to provide necessary trunk infrastructure; or
 - b) non-trunk infrastructure has been converted to trunk infrastructure through a conversion application; and
 - c) an adopted charge applies to the development.
- 8.1.2 Where the establishment cost for the trunk infrastructure is equal to or less than the levied charge, the cost will be offset against the levied charges (an **offset**).
- 8.1.3 Where the establishment cost for the trunk infrastructure is more than the levied charge and the trunk infrastructure has been provided:
- a) there is no amount payable for the development approval; and
 - b) Council will provide a refund to the applicant for the difference between the establishment cost of the trunk infrastructure and the levied charge (a **refund**), in accordance with the provisions of this charges resolution.
- 8.1.4 The value, timing and reconciliation of payments may also be managed by an infrastructure agreement which may further specify or alter the provisions in this resolution including for staged development.

8.2 Determining the establishment cost of trunk infrastructure

- 8.2.1 The Infrastructure Charges Notice for a development approval may specify an establishment cost for trunk infrastructure that is the subject of a necessary trunk infrastructure condition.
- 8.2.2 The establishment cost in the Infrastructure Charges Notice is an indicative preliminary establishment cost only and will not be used as the basis for determining the value of an offset or refund unless agreed to under clause 8.2.6.
- 8.2.3 The establishment cost for trunk infrastructure works will be recalculated following detailed design and quantification of trunk infrastructure requirements to determine the Final Contract Value, in accordance with the processes outlined in Attachment2.
- 8.2.4 The establishment cost for trunk infrastructure that is land will be recalculated following confirmation of the land area to be dedicated based on the Council's nominal planned value of land identified in Table 3. The land value is to be indexed in line with the 3-yearly PPI Index Average, from the June 2014 to the date the levied charge becomes payable.
- 8.2.5 A final determination of whether a refund applies can only be made upon confirmation of the Final Contract Value and/or Land Value (as applicable).
- 8.2.6 Despite Clauses 8.2.3 to 8.2.5 Council, at its absolute discretion, may agree with the applicant to use an alternative establishment cost as the basis for determining the value of an offset or refund (**Agreed Value**). The agreed value may be specified in an ICN, Negotiated ICN, or Infrastructure Agreement.

Table 3 – Land Values

Location	Land Value \$/m² (June 2014)
Fernvale	\$63
Esk	\$38
Banks Creek	\$13
Lowood	\$63
Vernor	\$13
Toogoolawah	\$38
Coominya	\$13
Somerset Dam	\$38
Moore	\$13
Minden	\$13
Glamorgan Vale	\$13
Borallon	\$13
Wivenhoe Pocket	\$13
Colinton	\$13
Linville	\$13
Ottaba	\$13
Harlin	\$13
Woolmar	\$38
Kilcoy	\$38
Sheep Station Creek	\$38
Jimna	\$13
Winya	\$38

8.3 Reconciliation an offset or refund

8.3.1 An applicant entitled to an offset or refund for the trunk infrastructure contribution is to give to Council a notice in the prescribed form which states:

- a) The date the fully completed trunk infrastructure was accepted 'On Maintenance'; or
- b) The date Council accepted an Uncompleted Works Deed for uncompleted works.

8.3.2 Council will as soon as reasonably practicable after receiving a notice under section 8.3.1 confirm if the establishment cost is:

- a) For an offset, less than the levied charge; or
- b) For a refund, greater than the levied charge.

8.3.3 For the purposes of determining if an offset or refund applies, the levied charge is to be indexed from the date it was levied to date that the establishment cost was determined by Council, using the 3-yearly PPI Index average.

8.3.4 If an offset applies, Council is to set off the establishment cost against the levied charge when the levied charge stated in the infrastructure charges notice is payable.

8.3.5 If a refund applies, Council is to:

- a) determine the value of the refund by subtracting the levied charge³ from the establishment cost; and

³ Indexed from the date it was levied to date that the establishment cost of the trunk infrastructure was confirmed by Council using the 3-yearly PPI Index average.

- b) give the refund to the applicant.

8.3.6 Council has adopted a policy position in relation to the form of the refund to be given to the applicant. Council's policy position is that the refund will be provided as either an:

- a) Infrastructure demand credit, in the first instance and where agreed to with the applicant; or
- b) Cash payment refund.

8.4 Infrastructure demand credits

8.4.1 In the first instance, Council will seek to provide a refund in the form of an Infrastructure demand credit through written agreement with the applicant. The following methods for assigning the demand credits will be applied in order of preference:

- a) Where future stages are to be developed under the approval and the future stages will be subject to a levied charge; the refund is to be held as a demand credit on the land that is the subject of the future stages of development;
- b) Where (a) does not apply, and the applicant or related entities of the applicant hold development approvals over other land in the Local Government Area that will be subject to a levied charge, the refund is to be held as a credit against the parcels of land the subject of the development approval(s);
- c) Where (a) or (b) do not apply and the applicant or related entities of the applicant:
 - (i) have development applications currently being assessed by Council in the Local Government Area that, if approved, would be subject to a levied charge; and
 - (ii) is the current owner of the land;

the refund is to be held as a credit against the land that is the subject of the development applications upon the application(s) being approved.

8.4.2 Demand credits are determined by dividing the monetary value of the refund by the total adopted charge rate for a 3-bedroom dwelling (for applicable networks only) in the charge area in which the demand credits are to be assigned. The value of one demand credit is the total adopted charge (for applicable networks) for a 3-bedroom dwelling in the charge area in which the credit is assigned.

Example:

- A refund of \$100,000 has been calculated for an approved development in the Esk Township.
- The refund is to be held on the land to be used in future stages of the same development.
- The adopted charge for a 3-bedroom dwelling in the Esk Township is \$5,085 (for Council networks).
- The demand credit is 19.6 3-bedroom dwellings equivalent in the Esk Township ($\$100,000 / \$5,085$) for Council networks.

8.4.3 Claiming Demand Credit – The demand credits calculated in 8.4.2 are to be multiplied by the current adopted charge rate for a 3-bedroom dwelling in the charge area in which the demand credit was assigned. This amount can be used to reduce the amount of the levied charge that is payable for other development that is subject to the agreement.

8.5 Section not used

8.6 Infrastructure Agreements

8.6.1 Council, at its absolute discretion, may enter into an Infrastructure Agreement where alternatives to the above processes are being sought by an applicant or to address other matters including (but not limited to):

- the method for determining the establishment cost of trunk infrastructure;

- the required charges or trunk infrastructure to be contributed for each component or hierarchy of the network;
- the timing of payment of levied charges;
- the nature and timing of offsets and refunds;
- the nature of any security to be lodged and the details of the use and release of such security;
- details of the trunk infrastructure to be provided and the provision program;
- details of the responsible entity for the funding, design and construction of the trunk infrastructure including land acquisition (if applicable);
- limited novation, assignment and rescission provisions to allow an alternate party to construct the same trunk infrastructure detailed in the agreement;
- provisions for unforeseen delays and redundancy provisions where a development approval and trunk infrastructure construction activities are held in abeyance;
- any other details considered appropriate by the Council.

9.0 Adopted Charges Reductions for Eligible Community Organisations

9.1 What are eligible community organisations

9.1.1 The following community organisations are eligible community organisations:

- (a) a charitable organisation which is a charitable not-for-profit organisation registered with the Australian Charities and Not-for-profits Commission or Fair Trading Queensland and uses a volunteer or paid workforce;

Examples of a charitable organisation – Meals on Wheels, Australian Red Cross

- (b) a community-based organisation which is an incorporated not-for-profit association that relies primarily on membership fees, fundraising activities, volunteer labour and government grants;

Examples of a community-based organisation—welfare organisations, cultural organisations, indigenous organisations, environmental organisations, rescue organisations, scouts and guides, youth organisations, senior citizens clubs, public halls and men's sheds which may have a restricted liquor or gaming licence.

- (c) a sporting or recreation organisation which is an incorporated not-for-profit association that:
 - (i) is constituted to undertake a community-based sporting or recreation activity;
 - (ii) primarily relies on membership fees, games fees, fundraising activities and government grants;
 - (iii) depends mainly on unpaid volunteer labour; and
 - (iv) may have a restricted liquor or gaming licence;

Examples of a sporting or recreation organisation—Junior and senior sports clubs

- (d) a religious organisation which is recognised by the Australian Tax Office as being eligible for a charity tax concession;
- (e) a school which is recognised by the Queensland Department of Education and Training including a parents and citizens association associated with the school;
- (f) another not-for-profit organisation approved by the local government which:
 - (i) provides a service to the community; and
 - (ii) does not normally have an income stream or is otherwise able to demonstrate its status as non-profit through an external source such as the Australian Taxation Office.

9.2 Eligibility criteria

9.2.1 A charges reduction is available to eligible community organisations for developments that meet the following criteria:

- (a) There is no profit or gain by individual members of the group;
- (b) The organisations' constitution or governing documents prevent it from distributing profits or assets for the benefit of particular persons, both while it is operating and on winding up;
- (c) Profits can still be incurred, but are used to carry out the purpose of the organisation or group;
- (d) The organisation makes a vital contribution to the wider Somerset Region, through the provision of community programs and services;
- (e) The applicant is the owner or approved user (with owner consent) of the premises that are the subject of the application.

9.2.2 A charges reduction is only available for the transport, public parks and community land, and stormwater networks.

9.3 Amount of reduction

9.3.1 The amount of the eligible community organisation charges reduction is as follows:

Purpose of development	Reduction
Construct new or extended community service, sporting, or recreation facilities (including sport/recreation amenities), but not including any liquor or gaming spaces	100%
Construct new or extended educational or religious facilities	50%
Construct new or extended facilities for the consumption of liquor or gaming	30%

9.4 Timing of charges reduction

9.4.1 A charges reduction will be calculated prior to the giving of the infrastructure charges notice.

9.4.2 An approved reduction to the levied charge is to apply at the time the payment of the levied charge is required.

Attachment 1 – Definitions of Trunk Infrastructure

Network	System	Items
Stormwater management	Quantity	<ul style="list-style-type: none"> - Natural waterways - Overland flow paths/channels (natural and constructed) - Piped drainage (including pipes, culverts, manholes, inlets and outlets) Exclude items that have been included in the road network. - Detention and retention facilities <p>Trunk infrastructure excludes development infrastructure internal to a development or to connect a development to the external infrastructure network.</p>
	Quality	<ul style="list-style-type: none"> - Stormwater Quality Infrastructure Devices (SQIDs) - Gross Pollutant Traps (GPTs) - Wetlands - Riparian corridors - Bio-retention facilities - Bank stabilisation, erosion protection and revegetation <p>Trunk infrastructure excludes development infrastructure internal to a development or to connect a development to the external infrastructure network.</p>
Transport	Local government and state controlled roads (separately identified)	<ul style="list-style-type: none"> - Arterial, sub-arterial and major collector roads - State controlled roads - Associated intersections, traffic lights, lighting, bridges, culverts, kerb and channel, local road drainage, pedestrian footpaths and cycleways (within the road reserve), on road cycleways, and basic revegetation on trunk roads. <p>Trunk infrastructure excludes development infrastructure internal to a development or to connect a development to the external infrastructure network.</p>
Public parks and land for community facilities	Public parks	<ul style="list-style-type: none"> - Land, works and embellishments for local, district and local government-wide parks for formal and informal recreation and sporting purposes.
	Other community facilities	<ul style="list-style-type: none"> - Land and basic works associated with the clearing of land and connection to services

Attachment 2 – Methodology for Determining Final Contract Value for Trunk Infrastructure Works

1. Notice of Design with Operational Works

- a) Upon lodgement of the development application for Operational Works, the applicant is to provide Council a formal Notice of Trunk Infrastructure Design (the **Notice of Design**), including a plan which clearly depicts the trunk infrastructure items that is the subject of the necessary trunk infrastructure condition. The plan may be in the same format as the operational works plan; however it must clearly distinguish the trunk infrastructure from any non-trunk infrastructure.

Note: The intent of the Notice of Design process is to attain early agreement as to the scope and nature of the trunk works generally described in the Development Approval.

- b) Council will assess the Notice of Design in conjunction with the Operation Works application and will advise the applicant if Council:
- (i) agrees; or
 - (ii) agrees with conditions, or
 - (iii) disagrees with the Applicant's Notice of Design.
- c) Once a Design Approval is given which forms part of the Operational Works Approval and Permit, the applicant may then seek to tender the construction of the trunk works.

2. Call for Tender Notification

- a) At the time that the applicant calls for public tenders for the trunk infrastructure works, a notice (a **Notice to Tender**) containing the following information is to be submitted to Council:
- (i) Final detailed design documents;
 - (ii) A Bill of Quantities* for the Trunk Works (no costs required) that matches the Trunk Works identified in the Operational Works Approval including the Notice of Design.
 - (iii) Notification of any prospective tenderers that the tender documents have been sent to specifically as part of the open public tender.
 - (iv) The criteria and process for tender assessment that the Applicant and the RPEQ will undergo.

***Note:** The bill of quantities should be presented as a 'separable portion' from the rest of the non-trunk (internal) development works, and in the same format it would be presented to tenderers as part of a tender process. Providing the information in this manner will ensure Council's assessment of the trunk infrastructure design, bill of quantities and costs is seamless and expedited.

3. Tender Assessment of Trunk Works

- a) In procuring the Trunk Works, the following costs can be included in the offset/refund value:
- (i) the cost of planning and designing the work;
 - (ii) the cost of survey and site investigation for the work;
 - (iii) the cost of relocation of services which are considered necessary to deliver the works in accordance with Council standards;
 - (iv) a cost (fixed or provisional) under a construction contract for the work;
 - (v) contract administration;
 - (vi) construction/engineering supervision;
 - (vii) a portable long service leave payment for a construction contract;
 - (viii) an insurance premium for the work;

- (ix) Council's inspection fee for the commencement and end of the maintenance period for the work;
 - (x) the cost of an approval for the work;
 - (xi) any variations agreed to by Council as a result of agreed site directions including the superintendent of works and the Council officer.
- b) The following is to be excluded from the offset/refund value of the trunk works:
- (i) the cost of carrying out temporary infrastructure;
 - (ii) the cost of carrying out non-trunk infrastructure;
 - (iii) the cost of the decommissioning, removal and rehabilitation of infrastructure identified in (i) and (ii) above;
 - (iv) the part of the trunk infrastructure contribution provided by Council or a person other than the person seeking the infrastructure offset;
 - (v) a cost to the extent that GST is payable and an input tax credit can be claimed for the work;
 - (vi) the cost of carrying out relocation or rehabilitation works for existing infrastructure not directly associated with the supply of trunk works.
- c) In procuring the trunk works, the applicant is to provide to Council a Notice (**Notice of Tender Assessment**) which identifies:
- (i) the tender process conducted;
 - (ii) the tenders received including separable portions and contract values for trunk works within the bill of quantities;
 - (iii) the applicant's preferred tenderer;
 - (iv) the applicant's reason(s) for the preferred tenderer in a tender evaluation report;
 - (v) the terms of the proposed work contract;
 - (vi) a plan for each infrastructure network clearly showing the extent of the works or land for which the infrastructure offset is sought.
- d) Within 10 business days of receiving a Notice of Tender Assessment, Council is to provide a Notice confirming the Contract Value, having regard to matters outlined in this section only.

4. Reconciliation of Final Contract Value

A Reconciliation of Final Contract Value is to occur following lodgement of the earlier of:

- a) an application for 'On Maintenance' with Council for the Trunk Works; or
- b) Lodgement of an Uncompleted Works Bond.

If the Applicant has fully completed the Trunk Works and is seeking an 'On Maintenance' certificate from Council for the Trunk Works, the Applicant is to provide to Council a **Notice of Final Contract Value**. The Notice is to include the following:

- a) Copy of RPEQ Certificate(s) of Payment for each Progress Claim for the Trunk Works and any agreed variations;
- b) A reasonable amount of evidence to support any claimed and agreed variations (e.g. consultant reports, weigh bills, meeting minutes with Council officers, design details etc.)
- c) A consolidated Final Bill of Quantities in the same general format as was included in the Notice to Tender, but having regard for (a) and (b) above.

Within five (5) business days of Council's satisfaction that:

- 1. (a) and (b) above are consistent with the Design Approval and Notice of Tender Assessment; and
- 2. 'On Maintenance' being given by Council for the Trunk Works;

the Council is to confirm the Final Contract Value.

In certain circumstances, and at Council's full discretion, Council may accept a bond for Uncompleted Works prior to the Trunk Works being accepted as 'On Maintenance'. In this circumstance, the following will apply:

If the Applicant has **not** fully completed the Trunk Works and is seeking early Plan Sealing or compliance with Conditions from Council through the signing of an Uncompleted Works Deed, the Applicant is to provide a **Notice of Final Contract Value**. The Notice is to include the following:

- (a) Copy of an RPEQ Certificate of Payment for each Progress Claim for the Trunk Works and any agreed variations to the date of the calculation of remaining works for the purpose of the Uncompleted Works Bond;
- (b) A reasonable amount of evidence to support any claimed and agreed variations (e.g. consultant reports, weigh bills, meeting minutes with Council officers, design details etc.)
- (c) An RPEQ certified assessment in line with the quantities and costs of remaining works specified for the Trunk Works component in the Uncompleted Works Deed submitted to Council;
- (d) A consolidated Final Bill of Quantities in the same general format as was included in the Notice to Tender, but having regard for (a) and (b) above, and including the estimated amount in line with (c) above.

Within 5 business days of Council's satisfaction that:

- 1. (a) and (b) above are consistent with the Design Approval and Notice of Procurement;
and
- 2. The acceptance of an Uncompleted Works Deed by Council for the Trunk Works;

the Council is to confirm the Final Contract Value.

Attachment 3 – Breakup Agreement

[Refer to attached Breakup Agreement between Council and the Distributor-retailer Authority (Urban Utilities)]



**Queensland
Government**

Department of
Local Government and Planning

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Somerset Regional Council	
- 5 SEP 2011	
DOC ID	
ASSOC	
BOX NO	R

Our ref: MC11/2562
LG/11/2167

- 2 SEP 2011

Mr Robert Bain
Chief Executive Officer
Somerset Regional Council
PO Box 117
Esk QLD 4312

Dear Mr Bain

Re: Agreement on the split of infrastructure charges

Thank you for your letter of 15 June 2011.

I wish to confirm that the Department of Local Government and Planning has noted the agreement reached between Somerset Regional Council and Queensland Urban Utilities. As a result of the agreement, the default proportional split in the draft State planning regulatory provision released on 1 July 2011 does not apply to Somerset Regional Council and Queensland Urban Utilities.

If you require any further information, please contact Ms Natalie Wilde, Director, on [REDACTED] or by email at [REDACTED], who will be pleased to assist.

Yours sincerely

Jack Noye
Director-General
Department of Local Government and Planning

Executive Building
100 George Street
PO Box 15009
City East Queensland 4002
Telephone +61 7 3227 8548
Facsimile +61 7 3224 4683
Website www.dlgp.qld.gov.au

ABN 25 166 523 889

15th June 2011

The Hon. Paul Lucas MP
Department of Local Government & Planning
PO Box 15009
CITY EAST QLD 4002

Dear Sir

**Subject: Maximum Infrastructure Charges Framework – Water and Sewerage
Infrastructure Standard Charge**

Our Ref: LAND USE AND PLANNING - PLANNING - Services Infrastructure -

Doc Id. 567397

Your Ref:

I advise that Somerset Regional Council officers and Queensland Urban Utilities (QUU) have agreed to the infrastructure charges as per the attached table.

Council has not formerly adopted the charges, however they are aware of the negotiated amounts. It is intended that Council will adopt the infrastructure charges at the next Council meeting on 29th June 2011.

I trust this is sufficient for your purposes.

Yours sincerely



Robert Bain

Chief Executive Officer

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Somerset - Proposed QUU Charges Under Standard Charge Regime

Residential

Type of development (Dwelling)	2011/2012			2012/2013		
	Proposed QUU Component Charge			Proposed QUU Component Charge		
	Water	Sewerage	Total	Water	Sewerage	Total
3+ Bedroom Dwelling	1,800	8,200	10,000	1,800	10,450	12,250
1-2 Bedroom Dwelling	1,300	7,700	9,000	1,300	7,700	9,000

Non-Residential - Accommodation

Type of development (Dwelling)	Proposed QUU Component Charge			Proposed QUU Component Charge		
	Water	Sewerage	Total	Water	Sewerage	Total
Short Term 3+ Bedroom Dwelling	900	4,100	5,000	900	5,225	6,125
Short Term 1-2 Bedroom Dwelling	650	3,850	4,500	650	3,850	4,500
Long Term 3+ Bedroom Dwelling	1,800	8,200	10,000	1,800	10,450	12,250
Long Term 1-2 Bedroom Dwelling	1,300	7,700	9,000	1,300	7,700	9,000

Non-Residential - Other

Type of development (m2 GFA)	Proposed QUU Component Charge			Proposed QUU Component Charge		
	Water	Sewerage	Total	Water	Sewerage	Total
Assembly	4	21	25	4	21	25
Commercial (Bulk Goods)	9	54	63	9	54	63
Commercial (Retail)	9	54	63	9	54	63
Commercial (Office)	9	54	63	9	54	63
Education	9	54	63	9	54	63
Entertainment	9	54	63	9	54	63
Indoor Sport & Rec (non-court areas)	9	54	63	9	54	63
Indoor Sport & Rec (court areas)	1	4	5	1	4	5
Industry	4	21	25	4	21	25
High Impact Industry	6	34	40	6	34	40
Low Impact Rural	0	0	0	0	0	0
High Impact Rural	NA	NA	NA	NA	NA	NA
Essential Services	4	21	25	4	21	25
Specialist Uses	individual	individual	individual	individual	individual	individual
Minor Uses	0	0	0	0	0	0

Assumed no water or sewerage connection

Charge category	Prescribed amount as at 1 July 2024 (\$ per regulated demand unit)	Regulated demand unit	Local government proportion (\$ per regulated demand unit)	Charge area	Indicative total for LG networks (\$ per demand unit) CR23	Indicative total for LG networks (\$ per demand unit) CR24	Proportion of MAC (%) CR24	Change between CR23 and CR24 (\$)	Change between CR23 and CR24 (%)	Demand unit
Residential uses	\$24,609.05	each dwelling with 2 or less bedrooms	\$13,534.98	Charge Area A	\$12,597.00	\$11,999.00	48.76%	-\$598.00	-4.7472%	each dwelling with 2 or less bedrooms
Residential uses	\$24,609.05	each dwelling with 2 or less bedrooms	\$13,534.98	Charge Area B	\$8,392.00	\$8,919.00	36.24%	\$527.00	6.2798%	each dwelling with 2 or less bedrooms
Residential uses	\$34,452.65	each dwelling with 3 or more bedrooms	\$18,948.96	Charge Area A	\$15,845.00	\$16,840.00	48.88%	\$995.00	6.2796%	each dwelling with 3 or more bedrooms
Residential uses	\$34,452.65	each dwelling with 3 or more bedrooms	\$18,948.96	Charge Area B	\$8,392.00	\$8,919.00	25.89%	\$527.00	6.2798%	each dwelling with 3 or more bedrooms
Accommodation (short-term)	\$12,304.45	each group of 2 sites or less	\$6,767.45	All Charge Areas	\$1,053.00	\$1,118.00	9.09%	\$65.00	6.1728%	each tent, caravan or similar site in a tourist park
Accommodation (short-term)	\$17,226.20	each group of 3 sites	\$9,474.41	All Charge Areas	\$1,053.00	\$1,118.00	6.49%	\$65.00	6.1728%	each tent, caravan or similar site in a tourist park
Accommodation (short-term)	\$12,304.45	each cabin with 2 or less bedrooms	\$6,767.45	All Charge Areas	\$1,053.00	\$1,118.00	9.09%	\$65.00	6.1728%	each cabin in tourist park with 2 or less bedrooms
Accommodation (short-term)	\$17,226.20	each cabin with 3 or more bedrooms	\$9,474.41	All Charge Areas	\$1,053.00	\$1,118.00	6.49%	\$65.00	6.1728%	each cabin in tourist park with 3 or more bedrooms
Accommodation (short-term)	\$12,304.45	each suite with 2 or less bedrooms	\$6,767.45	All Charge Areas	\$1,053.00	\$1,118.00	9.09%	\$65.00	6.1728%	each suite with 2 or less bedrooms
Accommodation (short-term)	\$17,226.20	each suite with 3 or more bedrooms	\$9,474.41	All Charge Areas	\$1,053.00	\$1,118.00	6.49%	\$65.00	6.1728%	each suite with 3 or more bedrooms

Comparison of Adopted Charges between *Charges Resolution (No. 1) 2023* and proposed *Charges Resolution (No. 1) 2024*

Charge category	Prescribed amount as at 1 July 2024 (\$ per regulated demand unit)	Regulated demand unit	Local government proportion (\$ per regulated demand unit)	Charge area	Indicative total for LG networks (\$ per demand unit) CR23	Indicative total for LG networks (\$ per demand unit) CR24	Proportion of MAC (%) CR24	Change between CR23 and CR24 (\$)	Change between CR23 and CR24 (%)	Demand unit
Accommodation (short-term)	\$12,304.45	each bedroom that is not part of a suite	\$6,767.45	All Charge Areas	\$1,053.00	\$1,118.00	9.09%	\$65.00	6.1728%	each bedroom that is not part of a suite
Accommodation (long-term)	\$24,609.05	each relocatable dwelling site for 2 or less bedrooms	\$13,534.98	Charge Area A	\$12,597.00	\$11,999.00	48.76%	-\$598.00	-4.7472%	each relocatable dwelling site for 2 or less bedrooms
Accommodation (long-term)	\$24,609.05	each relocatable dwelling site for 2 or less bedrooms	\$13,534.98	Charge Area B	\$8,392.00	\$8,919.00	36.24%	\$527.00	6.2798%	each relocatable dwelling site for 2 or less bedrooms
Accommodation (long-term)	\$34,452.65	each relocatable dwelling site for 3 or more bedrooms	\$18,948.96	Charge Area A	\$15,845.00	\$16,840.00	48.88%	\$995.00	6.2796%	each relocatable dwelling site for 3 or more bedrooms
Accommodation (long-term)	\$34,452.65	each relocatable dwelling site for 3 or more bedrooms	\$18,948.96	Charge Area B	\$8,392.00	\$8,919.00	25.89%	\$527.00	6.2798%	each relocatable dwelling site for 3 or more bedrooms
Accommodation (long-term)	\$24,609.05	each suite with 2 or less bedrooms	\$13,534.98	All Charge Areas	\$5,207.00	\$5,533.00	22.48%	\$326.00	6.2608%	each suite with 2 or less bedrooms
Accommodation (long-term)	\$34,452.65	each suite with 3 or more bedrooms	\$18,948.96	All Charge Areas	\$5,207.00	\$5,533.00	16.06%	\$326.00	6.2608%	each suite with 3 or more bedrooms
Accommodation (long-term)	\$24,609.05	each bedroom that is not part of a suite	\$13,534.98	All Charge Areas	\$5,207.00	\$5,533.00	22.48%	\$326.00	6.2608%	each bedroom that is not part of a suite

Charge category	Prescribed amount as at 1 July 2024 (\$ per regulated demand unit)	Regulated demand unit	Local government proportion (\$ per regulated demand unit)	Charge area	Indicative total for LG networks (\$ per demand unit) CR23	Indicative total for LG networks (\$ per demand unit) CR24	Proportion of MAC (%) CR24	Change between CR23 and CR24 (\$)	Change between CR23 and CR24 (%)	Demand unit
Places of assembly	\$86.20	each square metre of gross floor area	\$46.55	All Charge Areas	\$42.26	\$44.91	52.10%	\$2.65	6.2707%	each square metre of gross floor area
Places of assembly	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater
Commercial (bulk goods)	\$172.25	each square metre of gross floor area	\$94.74	All Charge Areas	\$52.82	\$56.14	32.59%	\$3.32	6.2855%	each square metre of gross floor area
Commercial (bulk goods)	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater
Commercial (retail)	\$221.50	each square metre of gross floor area	\$143.98	All Charge Areas	\$52.82	\$56.14	25.35%	\$3.32	6.2855%	each square metre of gross floor area
Commercial (retail)	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater
Commercial (office)	\$172.25	each square metre of gross floor area	\$94.74	All Charge Areas	\$12.89	\$13.70	7.95%	\$0.81	6.2839%	each square metre of gross floor area
Commercial (office)	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater
Educational facility	\$172.25	each square metre of gross floor area	\$94.74	All Charge Areas	\$52.82	\$56.14	32.59%	\$3.32	6.2855%	each square metre of gross floor area

Charge category	Prescribed amount as at 1 July 2024 (\$ per regulated demand unit)	Regulated demand unit	Local government proportion (\$ per regulated demand unit)	Charge area	Indicative total for LG networks (\$ per demand unit) CR23	Indicative total for LG networks (\$ per demand unit) CR24	Proportion of MAC (%) CR24	Change between CR23 and CR24 (\$)	Change between CR23 and CR24 (%)	Demand unit
Educational facility	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater
Entertainment	\$246.05	each square metre of gross floor area	\$167.31	All Charge Areas	\$52.82	\$56.14	22.82%	\$3.32	6.2855%	each square metre of gross floor area
Entertainment	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater
Indoor sport and recreation	\$246.05	each square metre of gross floor area, other than court areas	\$167.31	All Charge Areas	\$28.95	\$30.77	12.51%	\$1.82	6.2867%	each square metre of gross floor area, other than court areas
Indoor sport and recreation	\$24.55	each square metre of gross floor area that is court area	\$18.41	All Charge Areas	\$17.19	\$18.27	74.42%	\$1.08	6.2827%	each square metre of gross floor area that is court area
Indoor sport and recreation	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater
High impact or special industry	\$86.20	each square metre of gross floor area	\$37.07	All Charge Areas	\$17.53	\$18.63	21.61%	\$1.10	6.2750%	each square metre of gross floor area
High impact or special industry	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater

Charge category	Prescribed amount as at 1 July 2024 (\$ per regulated demand unit)	Regulated demand unit	Local government proportion (\$ per regulated demand unit)	Charge area	Indicative total for LG networks (\$ per demand unit) CR23	Indicative total for LG networks (\$ per demand unit) CR24	Proportion of MAC (%) CR24	Change between CR23 and CR24 (\$)	Change between CR23 and CR24 (%)	Demand unit
Other industry	\$61.50	each square metre of gross floor area	\$30.75	All Charge Areas	\$17.53	\$18.63	30.29%	\$1.10	6.2750%	each square metre of gross floor area
Other industry	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater
High impact rural	\$24.55	each square metre of gross floor area	\$12.28	All Charge Areas	\$7.92	\$8.41	34.26%	\$0.49	6.1869%	each square metre of gross floor area
Low impact rural	Not applicable									
Essential services	\$172.25	each square metre of gross floor area	\$141.25	All Charge Areas	\$12.89	\$13.70	7.95%	\$0.81	6.2839%	each square metre of gross floor area
Essential services	\$12.30	each square metre impervious to stormwater	\$12.30	All Charge Areas	\$11.48	\$12.20	99.19%	\$0.72	6.2718%	each square metre impervious to stormwater
Minor uses	Not applicable									
Other uses	See specialised uses and undefined uses									

Somerset Regional Council

Charges Resolution (No.1) ~~2023~~2024

1.0 Introduction

- 1.1 This is a charges resolution ("resolution") made pursuant to section 113 of the *Planning Act 2016* ("PA").
- 1.2 This resolution is attached to, but does not form part of, Somerset Regional Council's planning schemes (the "planning schemes") for the Somerset Region and the former Esk and Kilcoy Shires.
- 1.3 This resolution is structured as follows:

Section/ Attachment #	Name	Function
1.0	Introduction	Background, legal authorisation and timing, applicable areas and types of development that trigger charges calculation, definitions of relevant terms.
2.0	Adopted Charge s	Details types of development that attract adopted charges, identifies adopted charges, and network apportionments.
3.0	Discounts	Identifies the discounts that will be taken into account in the calculation of a levied charge.
4.0	Calculation of the Levied Charge	Identifies method by which the levied charge will be calculated worked out.
5.0	Payment Triggers	Identifies when a levied charge needs to be paid.
6.0	Automatic Increase Provision for Levied Charges	Identifies how a Levied Charge is to be increased to the date it is paid.
7.0	Conversion Applications	Identifies Council's requirements for making a conversion application and the process of assessing and deciding the conversion application.
8.0	Offsets and Refunds for Trunk Infrastructure	Identifies method for determining the establishment cost of trunk infrastructure, the process for reconciling an offset or refund, and the timing of refunds.
9.0	Adopted Charges Reductions for Eligible Community Organisations	Identifies eligible community organisations that may be eligible for a reduction in levied charges and the process for calculating the reduction.
Attachment 1	Definitions of Trunk Infrastructure	Identifies definitions for trunk infrastructure networks used to assess conversion applications.
Attachment 2	Methodology for determining the Final Contract Value for Trunk Infrastructure Works	Outlines the default methodology for determining the establishment cost of trunk infrastructure works.
Attachment 3	Breakup Agreement	Outlines the charges breakup between Council and the Distributor-Retailer (Urban Utilities).

- 1.4 This resolution seeks to implement the requirements of the *Planning Act 2016*. The resolution has effect on and from ~~20 November 2023~~19 August 2024.

1.5 This resolution adopts a charge (each an “adopted charge”) for particular development that is equal to or less than the maximum adopted charge prescribed within the *Planning Regulation 2017*. **Table 1(A), 1(B) and 1(C)** identify the relationship between the planning scheme use types and classes of development to which the adopted charges apply.

1.6 This resolution covers all of the local government area.

1.7 The Priority infrastructure area (“PIA”) identifies the areas which are prioritised to accommodate urban growth up to 2026 to ensure the efficient delivery of infrastructure, and is identified in the Local government infrastructure plan.

1.8 Trunk infrastructure items for the transport, public parks and community lands, and stormwater networks (the “local government trunk infrastructure networks”) are identified in the Local government infrastructure plan and are described in Attachment 1.

The desired standards of service, plans for trunk infrastructure, and establishment costs of trunk infrastructure for the transport, public parks and community lands, and stormwater networks are identified within the Local government infrastructure plan.

1.9 Under the *Planning Act 2016*, an adopted charge may be levied for the trunk infrastructure that is planned to serve the premises on which development is undertaken.

The types of development that ~~may~~ trigger the levying of an adopted charge under this charges resolution are: –

- (a) reconfiguring a lot; and
- (b) material change of use of premises; and
- (c) building work.

1.10 Interpretation

In this resolution:

adopted charge means the charge to be applied for the purpose of calculating the levied charge as stated in section 2.0. (Adopted charge).

bedroom for purposes of determining the charge for Accommodation (short term) and Accommodation (long term) is that part of a room containing a bed (regardless of its size), e.g. a room containing only one bed is a “bedroom” while a dormitory containing 4 separate beds is regarded as 4 “bedrooms”.

In making a determination that an Accommodation (short term) or Accommodation (long term) building falls within the category of a “1 or 2 bedroom dwelling”, the building must contain no more than 2 beds (regardless of their size) and each such building is taken to constitute a “dwelling” (Somerset Region Planning Scheme) or “dwelling unit” (Esk Shire Planning Scheme 2005 and Kilcoy Shire Council Planning Scheme 2006) for purposes of determining the applicable charge for the facility.

Charge Area A means the area within the urban footprint of the towns of Fernvale, Kilcoy, or Lowood.

Editors’ note—For example, land within the urban footprint at Woolmar or Winya is within the urban footprint of the town of Kilcoy and therefore within Charge Area A.

Charge Area B, means the area other than Charge Area A.

court area means the area of premises where the leisure, sport or recreation activity is conducted and excludes the area of the premises not used for conducting the leisure, sport or recreation activity, such as areas for spectators, office or administration, amenities or food and beverages.

discount means the assessed demand for an existing use right prior to the development application to be applied within the calculation an adopted infrastructure charge which acknowledges the existing usage of the trunk infrastructure networks by the premises and reduces the charges accordingly as stated in section 3.0 (Discounts).

distributor-retailer means the Central SEQ Distributor-retailer Authority, trading as Urban Utilities.

dwelling for purposes of determining the adopted charge for residential development has the meaning given to that term in the Somerset Region Planning Scheme.

dwelling unit for purposes of determining the adopted charge for residential development has the meaning given to that term in the respective Planning Schemes for the former Esk and Kilcoy Shires.

gross floor area (GFA) for purposes of determining Council's adopted charge has the meaning given to that term in the *Planning Regulation 2017*.

impervious area for the purposes of determining Council's adopted charge has the meaning given to that term in the *Queensland Urban Drainage Manual* (QUDM).

infrastructure charges notice see schedule 2 (Dictionary) of the *Planning Act 2016*.

lawful use see schedule 2 (Dictionary) of the *Planning Act 2016*.

levied charge means the charge levied on an applicant through an infrastructure charges notice in accordance with section 119 of the *Planning Act 2016*, worked out by applying the provisions of this Charges Resolution.

Local government infrastructure plan (LGIP) means Part 4 and Schedule 3 of the Somerset Region Planning Scheme.

Local government trunk infrastructure networks see section 1.8.

maximum adopted charge see schedule 2 (Dictionary) of the *Planning Act 2016*.

offsets relate to works and land contributions concerning trunk infrastructure that is deemed to be eligible for off-set against adopted charges.

planning scheme means the Somerset Region Planning Scheme and the former Esk and Kilcoy Shire Council Planning Schemes.

producer price index (PPI) means the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge Construction index for Queensland published by the Australian Bureau of Statistics.

3-yearly PPI index average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters.

schedule of works means the schedule of works for existing and future trunk infrastructure as identified in Local government infrastructure plan.

suite means a single room or a set of connecting rooms that can operate as a single occupancy or single tenancy.

urban footprint has the meaning given to SEQ Urban Footprint as defined in the *Planning Regulation 2017*.

Table 1(A) Former Esk Shire Planning scheme use types to which adopted charges apply	
Planning scheme use types	Classes of development to which adopted charges apply
House, Multiple Dwelling, (unit, duplex, apartment), Caretaker's Residence	Residential
Hotel (residential components), Motel, Caravan Park, Host Home Accommodation	Accommodation (Short term)
Caravan Park, Multiple Dwelling (retirement village, nursing home, aged care accommodation, hostel)	Accommodation (Long term)
Community Facilities (Church)	Places of Assembly
Commercial Premises (showrooms, produce stores, retail warehouses), Plant Nursery, Warehouse	Commercial (Bulk goods)
Commercial Premises (shops, restaurants, take away food premises, kiosk), Service Station	Commercial (Retail)
Commercial Premises (offices)	Commercial (Office)
Community Facilities (education uses)	Educational Facility
Hotel (non residential component), Indoor Entertainment (entertainment facilities)	Entertainment
Indoor Entertainment (sporting facilities)	Indoor Sport and Recreation
Low & Medium Impact Industries, Transport Depot	Other Industry
High Impact Industry	High Impact Industry
Agriculture, Animal Husbandry, Forestry, Stable	Low Impact Rural
Aquaculture, Intensive Animal Husbandry, Cattery, Kennel	High Impact Rural
Commercial Premises (veterinary establishments), Community Facilities (hospital, ambulance, fire brigade, police stations & emergency services)	Essential Services
Extractive Industry, Outdoor Entertainment, Rural Industry, Utilities-local, Utilities- public	Specialised uses
Home Based Business, Advertising Sign, Relatives Apartment	Minor uses

Table 1(B) Former Kilcoy Shire Planning scheme use types to which adopted charges apply	
Planning scheme use types	Classes of development to which adopted charges apply
Caretaker's Residence, Dwelling House, Residential Premises (accommodation unit, apartment, duplex, dwelling house, multiple dwelling house, townhouse)	Residential
Residential Premises (Motel, Commercial Facilities (hotel residential component), Holiday Cabin Development, Host Premises	Accommodation (Short term)
Caravan Park, Residential Premises (hostel, boarding house)	Accommodation (Long term)
Commercial Facilities (Licensed Club, Reception Rooms), Community Activities (social, cultural, religious and community services)	Places of Assembly
Commercial Facilities (bulk store, warehouse, car hire premises, showroom), Plant Nursery	Commercial (Bulk goods)
Commercial Facilities (laundry, markets, shop, shopping centre, supermarket) Local Store, Refreshment Premises, Service Station	Commercial (Retail)
Commercial Facilities (office)	Commercial (Office)
Community Activities (educational services), Child Care Centre	Educational Facility
Commercial Facilities (hotel), Indoor Entertainment	Entertainment
Recreational Use (indoor)	Indoor Sport and Recreation
Low Impact Industry, Medium Impact Industry, Service Industry	Other Industry
High Impact Industry	High Impact Industry
Agriculture, Animal Husbandry, Stable	Low Impact Rural
Intensive Rural Use, Cattery, Kennel	High Impact Rural
Commercial Facilities (medical centre), Community Activities (hospital, ambulance, fire brigade, police stations and emergency services and the like), Public Utility, Veterinary Premises	Essential Services
Extractive Industry, Tourist Attraction, Recreational Use (outdoor), Rural Industry	Specialised uses
Home Business, Relatives Apartment	Minor uses

Table 1(C) Somerset Region Planning scheme use types to which adopted charges apply	
Planning scheme use types	Classes of development to which adopted charges apply
Caretaker's accommodation, Dual occupancy, Dwelling house, Dwelling unit, Multiple dwelling	Residential
Hotel (accommodation components), Nature based tourism (accommodation components), Party house, Resort complex (accommodation components), Short-term accommodation, Tourist park	Accommodation (Short term)
Community residence, Relocatable home park, Retirement facility, Rooming accommodation	Accommodation (Long term)
Club, Community use, Function facility, Funeral parlour, Place of worship	Places of Assembly
Agricultural supplies store, Bulk landscape supplies, Garden centre, Hardware and trade supplies, Outdoor sales, Showroom	Commercial (Bulk goods)
Adult store, Car wash, Food and drink outlet, Service industry, Service station, Shop, Shopping centre	Commercial (Retail)
Office, Sales office	Commercial (Office)
Childcare centre, Community care centre, Educational establishment	Educational Facility
Bar, Brothel, Hotel (other than accommodation component), Nightclub entertainment facility, Resort complex (other than accommodation component), Theatre	Entertainment
Indoor sport and recreation	Indoor Sport and Recreation
Low impact industry, Marine industry, Medium impact industry, Research and technology industry, Rural industry, Transport depot, Warehouse	Other Industry
High impact industry, Special industry	High Impact Industry
Animal husbandry, Cropping, Permanent plantation, Wind farm	Low Impact Rural
Animal keeping (for a cattery or kennel), Aquaculture, Intensive animal industry, Intensive horticulture, Wholesale nursery, Winery	High Impact Rural
Detention facility, Emergency services, Health care services, Hospital, Residential care facility, Substation, Veterinary services	Essential Services

Air services, Animal keeping (other than for cattery or kennel), Crematorium, Environment facility, Extractive industry, Major electricity infrastructure, Major sport, recreation and entertainment facility, Motorsport facility, Nature based tourism (other than accommodation component), Non-resident workers accommodation, Outdoor sport and recreation, Outstation, Parking station, Port service, Renewable energy facility, Rural workers accommodation, Tourist attraction, Utility installation	Specialised uses
Cemetery, Home based business, Landing, Market, Park, Roadside stall, Telecommunications facility, Temporary use	Minor uses

2.0 Adopted Charges

2.1 Adopted charges under this resolution have effect on and from the day that this resolution takes effect.

2.2 Table 2 identifies Council's adopted charges for stormwater, public parks and community land, and transport networks the local government trunk infrastructure networks for each of the types of development that may trigger the levying of an adopted charge for development under this charges resolution.

2.3 This resolution adopts different charges within different parts of the local government area (each a charge area) for some charge categories. Table 2 identifies where the adopted charges vary by charge area. The charges areas are defined in section 1.10.

2.4 The distributor-retailer may levy adopted charges for the water supply and sewerage networks under the distributor-retailer's Netserv Plan.

2.5 The proportional allocation of the maximum adopted charges under the *Planning Regulation 2017* between Council and the distributor-retailer (the charges break-up) is specified in Attachment 3.

2.6 Development exempt from adopted charges

2.6.1 Adopted charges for the local government trunk infrastructure networks do not apply to:

(a) development identified in section 113(3) of the Planning Act; or

(b) development that is reconfiguring a lot:

(i) for a lot that is transferred to Council, the distributor-retailer, or the Crown for public purposes, park, or stormwater/drainage; or

(ii) for a boundary realignment only; or

(c) development that is material change of use or building works for a dwelling house (secondary dwelling).

2.7 Reconfiguring a lot

2.7.1 For the purpose of determining a charge for reconfiguring a lot, each lot within a Town Zone (Residential Precinct), Town Zone (Park Residential Precinct), Village Zone, Park Residential Zone, Residential Zone, General Residential Zone, General Residential Zone (Park Residential Precinct), Township Zone, Rural Residential Zone, and each lot approved for residential purposes in an Emerging Community Zone or Rural Zone ~~(other than a lot which is intended to be transferred to Council, the distributor-retailer, or the Crown for community purposes)~~, is taken to be equivalent to residential development for a 3 or more bedroom dwelling in the relevant charge area.

2.7.2 To avoid any doubt, a balance lot created in a reconfiguring a lot for residential development will be included in the calculation of the levied charge.

2.4 Secondary dwelling

2.4.1 ~~Development that is for a secondary dwelling will not be levied an adopted charge.~~

2.5.2.8 Specialised and undefined uses

2.8.1 ~~Upon receiving a development application for a~~Where development is for a use that is listed as a specialised use or an undefined use, Council will determine the most appropriate equivalent use charging category from **Table 1(A), 1(B), and 1(C)** to apply to the development to calculate the ~~adopted levied~~ charge in accordance with **Table 2**.

2.6.2.9 Stormwater network

2.9.1 An adopted charge for the stormwater network will only apply to land within the Urban Footprint.

2.10 Public parks and community land network

2.10.1 An adopted charge for the public parks and community land network will not apply to land within the Remainder of shire public parks and community land catchment (PPCL6) as shown on the Local government infrastructure plan maps.

~~2.8 — Maximum adopted charge (2023-2024 Financial Year)~~

~~2.8.1 — At the time of adopting this charges resolution, the Queensland Government had not amended the prescribed amount within Schedule 16 of the *Planning Regulation 2017* and as such the maximum adopted charge is to be worked out using the method in section 112(2)(b)(ii) of the *Planning Act 2016*.~~

~~2.8.2 — The maximum adopted charge shown in Table 2 is worked out using the 3-yearly moving average quarterly percentage increase in the PPI, and applies unless and until Schedule 16 of the *Planning Regulation 2017* is amended with new prescribed amounts for 2023-2024 Financial Year.~~

Table 2: Adopted Charges

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Maximum adopted charge as at 1 July 2023 <u>Prescribed amounts as at 1 July 2024</u>		Charge area	Adopted charge			
	(\$ per regulated demand unit)	(regulated demand unit)		Stormwater network	Public parks and community land network	Transport network	Demand unit
				(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
Residential uses	\$24,609.05	each dwelling with 2 or less bedrooms	Charge Area A	\$3,364.00	\$5,079.00	\$3,556.00	each dwelling with 2 or less bedrooms
Residential uses	\$24,609.05	each dwelling with 2 or less bedrooms	Charge Area B	\$2,501.00	\$3,775.00	\$2,643.00	each dwelling with 2 or less bedrooms
Residential uses	\$34,452.65	each dwelling with 3 or more bedrooms	Charge Area A	\$4,721.00	\$7,128.00	\$4,991.00	each dwelling with 3 or more bedrooms
Residential uses	\$34,452.65	each dwelling with 3 or more bedrooms	Charge Area B	\$2,501.00	\$3,775.00	\$2,643.00	each dwelling with 3 or more bedrooms
Accommodation (short-term)	\$12,304.45	each group of 2 sites or less	All Charge Areas	\$247.00	\$0.00	\$871.00	each tent, caravan or similar site in a tourist park
Accommodation (short-term)	\$17,226.20	each group of 3 sites	All Charge Areas	\$247.00	\$0.00	\$871.00	each tent, caravan or similar site in a tourist park
Accommodation (short-term)	\$12,304.45	each cabin with 2 or less bedrooms	All Charge Areas	\$247.00	\$0.00	\$871.00	each cabin with 2 or less bedrooms in a tourist park
Accommodation (short-term)	\$17,226.20	each cabin with 3 or more bedrooms	All Charge Areas	\$247.00	\$0.00	\$871.00	each cabin with 3 or more bedrooms in a tourist park

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Maximum adopted charge as at 1 July 2023 Prescribed amounts as at 1 July 2024		Charge area	Adopted charge			
				Stormwater network	Public parks and community land network	Transport network	Demand unit
	(\$ per regulated demand unit)	(regulated demand unit)		(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
Accommodation (short-term)	\$12,304.45	each suite with 2 or less bedrooms	All Charge Areas	\$247.00	\$0.00	\$871.00	each suite with 2 or less bedrooms
Accommodation (short-term)	\$17,226.20	each suite with 3 or more bedrooms	All Charge Areas	\$247.00	\$0.00	\$871.00	each suite with 3 or more bedrooms
Accommodation (short-term)	\$12,304.45	each bedroom that is not part of a suite	All Charge Areas	\$247.00	\$0.00	\$871.00	each bedroom that is not part of a suite
Accommodation (long-term)	\$24,609.05	each relocatable dwelling site for 2 or less bedrooms	Charge Area A	\$3,364.00	\$5,079.00	\$3,556.00	each relocatable dwelling site for 2 or less bedrooms
Accommodation (long-term)	\$24,609.05	each relocatable dwelling site for 2 or less bedrooms	Charge Area B	\$2,501.00	\$3,775.00	\$2,643.00	each relocatable dwelling site for 2 or less bedrooms
Accommodation (long-term)	\$34,452.65	each relocatable dwelling site for 3 or more bedrooms	Charge Area A	\$4,721.00	\$7,128.00	\$4,991.00	each relocatable dwelling site for 3 or more bedrooms
Accommodation (long-term)	\$34,452.65	each relocatable dwelling site for 3 or more bedrooms	Charge Area B	\$2,501.00	\$3,775.00	\$2,643.00	each relocatable dwelling site for 3 or more bedrooms
Accommodation (long-term)	\$24,609.05	each suite with 2 or less bedrooms	All Charge Areas	\$247.00	\$2,643.00	\$2,643.00	each suite with 2 or less bedrooms

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Maximum adopted charge as at 1 July 2023Prescribed amounts as at 1 July 2024		Charge area	Adopted charge			
	(\$ per regulated demand unit)	(regulated demand unit)		Stormwater network	Public parks and community land network	Transport network	Demand unit
				(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
Accommodation (long-term)	\$34,452.65	each suite with 3 or more bedrooms	All Charge Areas	\$247.00	\$2,643.00	\$2,643.00	each suite with 3 or more bedrooms
Accommodation (long-term)	\$24,609.05	each bedroom that is not part of a suite	All Charge Areas	\$247.00	\$2,643.00	\$2,643.00	each bedroom that is not part of a suite
Places of assembly	\$86.20	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$44.91	each square metre of gross floor area
Places of assembly	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Commercial (bulk goods)	\$172.25	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$56.14	each square metre of gross floor area
Commercial (bulk goods)	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Commercial (retail)	\$221.50	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$56.14	each square metre of gross floor area
Commercial (retail)	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Commercial (office)	\$172.25	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$13.70	each square metre of gross floor area

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Maximum adopted charge as at 1 July 2023 <u>Prescribed amounts as at 1 July 2024</u>		Charge area	Adopted charge			
				Stormwater network	Public parks and community land network	Transport network	Demand unit
	(\$ per regulated demand unit)	(regulated demand unit)		(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
Commercial (office)	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Educational facility	\$172.25	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$56.14	each square metre of gross floor area
Educational facility	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Entertainment	\$246.05	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$56.14	each square metre of gross floor area
Entertainment	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Indoor sport and recreation	\$246.05	each square metre of gross floor area, other than court areas	All Charge Areas	\$0.00	\$0.00	\$30.77	each square metre of gross floor area, other than court areas
Indoor sport and recreation	\$24.55	each square metre of gross floor area that is court area	All Charge Areas	\$0.00	\$0.00	\$18.27	each square metre of gross floor area that is court area
Indoor sport and recreation	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Charge category	Maximum adopted charge as at 1 July 2023 Prescribed amounts as at 1 July 2024		Charge area	Adopted charge			
				Stormwater network	Public parks and community land network	Transport network	Demand unit
	(\$ per regulated demand unit)	(regulated demand unit)		(\$ per demand unit)	(\$ per demand unit)	(\$ per demand unit)	
High impact or special industry	\$86.20	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$18.63	each square metre of gross floor area
High impact or special industry	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Other industry	\$61.50	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$18.63	each square metre of gross floor area
Other industry	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
High impact rural	\$24.55	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$8.41	each square metre of gross floor area
Low impact rural	Nil	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable
Essential services	\$172.25	each square metre of gross floor area	All Charge Areas	\$0.00	\$0.00	\$13.70	each square metre of gross floor area
Essential services	\$12.30	each square metre impervious to stormwater	All Charge Areas	\$12.20	\$0.00	\$0.00	each square metre impervious to stormwater
Minor uses	Nil	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable
Other uses	Refer to specialised uses and undefined uses						

3.0 Discounts

3.1 In accordance with section 120 of the *Planning Act 2016*, a levied charge may be only for ~~additional-extra~~ demand placed upon trunk infrastructure that will be generated by the development. ~~Council has set out the discounts that may be applied for charges calculated in Table 2, based on the higher value of:~~

- ~~(a) Where an adopted charge has been paid for the development of the premises, the adopted charge paid; or~~
- ~~(b) Where the premises is subject to an existing lawful use or a past existing lawful use for which evidence can be provided, the adopted charge based on the existing or past existing lawful use of the premises on which the development is to be carried out; or~~
- ~~(c) For residential lots, where no premises have been lawfully constructed or vacant land exists, the adopted charge for each of the lots to which the development relates (to the equivalent of the charge for a 3 or more bedroom dwelling); or~~
- ~~(d) Where an infrastructure contribution was provided for the development of the premises under previous infrastructure charging policies, the charge paid at the time of payment subject to indexation⁴ and evidence of payment made.~~

3.2 ~~Discounts for existing demand will apply to the following:~~

- ~~(a) an existing use on the premises if the use is lawful and already taking place on the premises; or~~
- ~~(b) a previous use that is no longer taking place on the premises if the use was lawful at the time the use was carried out; or~~
- ~~(c) other development on the premises if the development may be lawfully carried out without the need for a further development permit, including a development permit for building work; or~~
- ~~(d) the relevant adopted charge for the lots that make up the land subject of the approval, to the extent that the adopted charge has not already been taken up by development on the land.~~

3.3 ~~However, a discount will not apply if:~~

- ~~(a) an infrastructure requirement that applies, or applied to the use or development, has not been complied with; or~~
- ~~(b) for 3.2 (c)—an infrastructure requirement applies to the premises on which the development will be carried out, and the infrastructure requirement was imposed on the basis of development of a lower scale or intensity being carried out on the premises.~~

~~3.23.3~~ Discounts in Section ~~3.1 (a)–(c)~~3.2 will be calculated in the same manner in which the relevant demand ~~and~~ charge is calculated under Section 4.0. To avoid doubt, Council is only charging for the ~~additional-extra~~ demand caused by the ~~proposed~~ development.

3.4 ~~If more than one type of discount under Section 3.2 is relevant to the premises:~~

- ~~(a) to the extent that such discount are mutually incompatible—a discount will only apply to the higher of the discounts; and~~
- ~~(b) otherwise—the discount shall be the sum of the relevant discounts.~~

~~Example 1—A premises that is two vacant lots shall receive the sum of the demand credits for two vacant lots.~~

⁴-To be calculated by indexing the infrastructure contributions previously paid based on the difference between the Producer Price Index (PPI) applicable at the time the infrastructure contribution was paid, and the PPI Index applicable at the time this resolution took effect, adjusted by reference to the 3-yearly PPI Index average.

Example 2—A premises that is currently lawfully used as an office that was previously lawfully used as a shop will attract a demand credit for commercial (retail) only (the higher demand credit of the two demand credits available), as the use of premises for both uses is mutually incompatible.

Example 3—A premises that is two vacant lots and a lot that is currently lawfully used for an office shall receive the sum of the demand credits for two vacant lots and the higher of the third lot or the use as an office.

- ~~3.3 A discount calculated under Section 3.1 and Section 3.2 will not be higher than the required adopted charge. To avoid doubt, surplus discounts, if any, will not be refunded.~~
- ~~3.4 Despite Section 3.3, Council may in its absolute discretion, enter into an infrastructure agreement to attach any surplus discounts to the land and these discounts may be offset against any future required infrastructure charge.~~
- ~~3.5 Council may, in its discretion and subject to satisfactory evidence from an applicant, provide a demand credit for a previous headworks payment or levied charge payment that is surplus to the existing demand being placed on the local government trunk infrastructure networks.~~
- ~~3.53.6~~ Any discount calculated in accordance with Section 3.1 – 3.4 is to be allocated to the trunk infrastructure network to which the discount was accrued, unless otherwise determined under a separate infrastructure agreement between Council and the applicant.
- ~~3.7 Where the demand credit exceeds the development demand for the local government trunk infrastructure networks:~~
- ~~(a) it is taken that there is no additional demand placed on the local government trunk infrastructure networks;~~
- ~~(b) the initial levied charge is taken to be \$0.00; and~~
- ~~(c) no refund is provided.~~
- ~~3.6 No discount will be applied in those instances where the right to establish the use has been secured but the use has not been established, or the existing use does not actually place a demand on the network for which credit is sought. The only exception to this is in relation to residential lots on which no dwelling unit has been constructed. In such exceptional cases, a demand credit equivalent to a three bedroom dwelling for each lot that is proposed to be further developed will be allowed as in accordance with Section 3.1(c).~~

4.0 Calculation of the Levied Charge

4.1 The following steps identify the process to calculate-work out the levied charge for a development-~~application~~:

Step 1 Determine the definition of the proposed development based upon the translation of Planning Scheme land use types – refer to **Table 1(A), 1(B)** and **1(C)**.

Step 2 Determine the development demand unit (e.g. m² GFA) and associated charge rate (i.e. \$/ demand unit) that may be levied for the proposed development – refer to **Table 2**.

Should the area within which the site is located not be serviced, or is not planned to be serviced by a particular network(s) then such separate components of the charge shall be deducted from the total adopted charge payable.

Step 3 Determine any existing discount amount for each trunk infrastructure network currently servicing the premises as stated in Section 3.0

Step 4 Calculate the charge to be levied by subtracting the applicable discount amount from the proposed development charge amount for each trunk infrastructure network (in monetary value).

~~4.2 A development proposal that includes more than one use (mixed use development) may involve uses or development with different assessable demands under Table 2. The following rules will apply to the calculation of the demand and associated charge for a mixed use development:~~

~~(a) if more than one use is proposed to occur in any given area the subject of the approval, the levied charge will be the sum of the individual charge for each use calculated in accordance with Table 2; and~~

~~(b) if an approved development includes an area which is common to two or more uses identified in Table 2, the assessable demand for the common area will be based on the use or development with the highest charge amount.~~

~~4.3 If an adopted charge is intended to be levied pursuant to a building works approval and the building may be used for more than one use under Table 2, the levied charge will be the sum of the individual adopted charge for each use calculated in accordance with Table 2.~~

~~4.4 Where an adopted charge is levied on a building works approval extra care must be taken to ensure discounts are properly considered and that only the unanticipated impacts of the use are reasonably captured by the charge.~~

4.2 If the development is for building works or a material change of use that is for more than one use:

(a) to the extent that the development provides for an area that is able to be used for more than one use, or is common between two or more uses—the developed demand is to be calculated using the higher of the adopted charges for the relevant uses; and

(b) otherwise—the levied charge shall be worked out using the sum of the development demands and the relevant adopted charges.

Example 1—A development that involves a new building for 200m² GFA of office and 200m² GFA of shop shall have a development demand that is the sum of 200m² GFA commercial (office) and 200m² GFA commercial (retail).

Example 2—A development that involves a new building for 400m² GFA that is proposed to be used as either an office or a shop will attract a development demand for 400m² commercial (retail) only, as the higher development demand of the two relevant uses.

4.3 Should the levied charge calculated exceed the Council proportion of the maximum adopted charge under the breakup agreement, the initial levied charge will be set at the Council

proportion of the maximum adopted charge stated in Table 2, allocated proportionally to the local government trunk infrastructure networks as shown in Table 2.

5.0 Payment Triggers

This section states when a levied charge is to be paid.

~~5.1 A levied charge is payable at the following time:~~

- ~~(a) if the charge applies to reconfiguring a lot when the local government approves the plan of subdivision for the reconfiguration;~~
- ~~(b) if the charge applies to a material change of use when the change happens;~~
- ~~(c) if the charge applied to building work when at the time specified for the giving of the following:
 - ~~i. a final inspection certificate for a single detached class 1a building or a class 10 building or structure;~~
 - ~~ii. a certificate of occupancy for a building or structure of another class;~~~~

~~if paragraphs (a), (b) and (c) do not apply, on the day stated in the infrastructure charges notice.~~

5.1 Levied charges are payable at the time outlined in section 122 of the Planning Act.

Editor's note—A levied charge becomes payable:

- (a) if the charge applies for reconfiguring a lot—when the local government that levied the charge approves a plan for the reconfiguration that, under the Land Title Act, is required to be given to the local government for approval; or
- (b) if the charge applies for building work—when the final inspection certificate for the building work, or the certificate of occupancy for the building, is given under the Building Act; or
- (c) if the charge applies for a material change of use—when the change happens; or
- (d) if the charge applies for other development—on the day stated in the infrastructure charges notice under which the charge is levied.

5.2 Despite 5.1, an infrastructure agreement may provide that levied charges are paid at an alternative time.

6.0 Automatic increase provision for levied charges

6.1 A levied charge is to be automatically increased by the difference between the producer price index (PPI) applicable at the time the charge was levied, and the producer price index applicable at the time of payment of the levied charge², adjusted by reference to the 3-yearly PPI Index Average³.

6.2 The amount of the levied charge increase in accordance with section 6.1 is not to exceed the maximum adopted charge the Council could have levied for the development at the time the charge is paid.

6.3 If the levied charge is increased in accordance with sections 6.1 and 6.2, the levied charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.

6.4 To avoid any doubt, this section is an automatic increase provision under the Planning Act.

² To be clear, the charge to be paid is the greater of the charge as levied by Council and the levied charge indexed using the Producer Price Index (adjusted by reference to the 3-yearly PPI Index Average) for the period starting on the day the charge is levied and ending on the day the charge is paid.

³ 3-yearly PPI index average is defined in section 114 of the *Planning Act 2016* and means the PPI index smoothed in accordance with the 3-year moving average quarterly percentage change between quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

7.0 Conversion Applications

7.1 Purpose

7.1.1 This section applies where:

- a) A condition of a development approval under section 145 of PA requires non-trunk infrastructure to be provided; and
- b) The construction of the non-trunk infrastructure has not started; and
- c) The applicant for the development approval is seeking to apply to Council to convert the non-trunk infrastructure to trunk infrastructure (a conversion application).

7.1.2 Council's requirements for making an application and the process of assessing and deciding the conversion application is identified below.

7.2 Process for making a conversion application

7.2.1 A conversion application must:

- a) be in writing;
- b) be accompanied by the completed Council prescribed form for conversion applications (if applicable);
- c) relate to non-trunk infrastructure conditioned under section 145 of PA;
- d) be lodged with Council before construction of the relevant non-trunk infrastructure commences;
- e) be accompanied by supporting information including:
 - (i) Details of the relevant development approval including application number, property address and real property description;
 - (ii) The applicant's contact details;
 - (iii) The relevant condition(s) for non-trunk infrastructure imposed to which the conversion application relates;
 - (iv) A written statement that construction of the infrastructure had not commenced prior to the making of the conversion application;
 - (v) A description of the circumstances giving rise to the conversion application including supporting commentary and rationale that addresses Council's trunk infrastructure criteria;
 - (vi) Other relevant supporting information where available including:
 - Engineering estimates of works;
 - Preliminary design plans;
 - Network servicing analysis.
 - Details of special considerations (e.g. geographical context).

7.3 Assessing and deciding a conversion application

7.3.1 The process of assessing and deciding a conversion application is as follows:

- a) Council will assess the application having regard to its trunk infrastructure criteria (outlined below);
- b) Council must consider and decide the application within the required period being 30 business days after:
 - (i) Generally – the making of the application; or
 - (ii) If an information requirement is made – the requirement is complied with.
- c) Before making its decision, Council may give notice to the applicant requiring additional information for making the decision.
- d) The notice must detail:
 - (i) The information required;
 - (ii) A period of at least 10 business days for giving the information;
 - (iii) That the application will lapse if the applicant does not comply with the notice within the specified period, or any later period as agreed between Council and the applicant within the specified period.
- e) Council must, as soon as practicable after deciding the conversion application, give the applicant notice of its decision.
- f) If the decision is to convert the non-trunk infrastructure to trunk infrastructure, the notice

- must state whether an offset or refund applies and if so, the details of an offset or refund.
- g) If the decision is to not convert the non-trunk infrastructure to trunk infrastructure, the notice must be an information notice that states:
- (i) The decision and the reasons for it;
 - (ii) That its recipient may appeal against the decision; and
 - (iii) How the recipient may appeal.

7.4 Effect of conversion

7.4.1 If Council's decision is to convert the non-trunk infrastructure to trunk infrastructure:

- a) the condition of the relevant development approval requiring non-trunk infrastructure to be provided no longer has effect;
- b) Council may, within 20 business days after making the decision, amend the development approval by imposing a necessary infrastructure condition for the trunk infrastructure; and
- c) if the necessary infrastructure condition is imposed, Council will, within 10 business days after imposing the condition, give an infrastructure charges notice or amend, by notice to the applicant, any existing infrastructure charges notice for the development approval for the purposes of determining offset or refund requirements.

7.5 Trunk infrastructure criteria

7.5.1 The identified trunk infrastructure criteria for deciding whether or not to convert non-trunk infrastructure to trunk infrastructure are the following:

- 1. The infrastructure is consistent with Council's Desired Standards of Service (DSS); and
- 2. The infrastructure is identified in Council's plans for trunk infrastructure and schedule of works but is required in a different geographical location; or
- 3. The infrastructure is consistent with Council's ***Definitions of trunk infrastructure*** identified in Attachment 1; or
- 4. For infrastructure that is not consistent with Council's definitions of trunk infrastructure, the infrastructure is consistent with all of the following ***trunk infrastructure principles***:
 - a) Facilitates development of other premises by enabling increased development or overcoming deficiencies in service through its provision; and
 - b) Reduces or eliminates unnecessary and interim staged infrastructure; and
 - c) Provides a critical shared link between multiple development sites and the defined and mapped trunk network; and
 - d) Would have been identified as 'trunk' infrastructure had the ultimate demand and development pattern been known in more detail at the time of developing the infrastructure plan; and
 - e) The type, size and location of the infrastructure is the *most cost effective option* for servicing multiple users in the area. The most effective option means the least cost option based upon the life cycle cost of the infrastructure required to service existing and future development in the area at the desired standards of service.

8.0 Offsets and Refunds for Trunk Infrastructure

8.1 Application of an offset and refund

- 8.1.1 Unless otherwise provided for in an infrastructure agreement, this section applies where:
- a) a development application has been conditioned to provide necessary trunk infrastructure; or
 - b) non-trunk infrastructure has been converted to trunk infrastructure through a conversion application; and
 - c) an adopted charge applies to the development.
- 8.1.2 Where the establishment cost for the trunk infrastructure is equal to or less than the levied charge, the cost will be offset against the levied charges (an **offset**).
- 8.1.3 Where the establishment cost for the trunk infrastructure is more than the levied charge and the trunk infrastructure has been provided:
- a) there is no amount payable for the development approval; and
 - b) Council will provide a refund to the applicant for the difference between the establishment cost of the trunk infrastructure and the levied charge (a **refund**), in accordance with the provisions of this charges resolution.
- 8.1.4 The value, timing and reconciliation of payments may also be managed by an infrastructure agreement which may further specify or alter the provisions in this resolution including for staged development.

8.2 Determining the establishment cost of trunk infrastructure

- 8.2.1 The Infrastructure Charges Notice for a development approval may specify an establishment cost for trunk infrastructure that is the subject of a necessary trunk infrastructure condition.
- 8.2.2 The establishment cost in the Infrastructure Charges Notice is an indicative preliminary establishment cost only and will not be used as the basis for determining the value of an offset or refund unless agreed to under clause 8.2.6.
- 8.2.3 The establishment cost for trunk infrastructure works will be recalculated following detailed design and quantification of trunk infrastructure requirements to determine the Final Contract Value, in accordance with the processes outlined in Attachment2.
- 8.2.4 The establishment cost for trunk infrastructure that is land will be recalculated following confirmation of the land area to be dedicated based on the Council's nominal planned value of land identified in Table 3. The land value is to be indexed in line with the 3-yearly PPI Index Average, from the June 2014 to the date the levied charge becomes payable.
- 8.2.5 A final determination of whether a refund applies can only be made upon confirmation of the Final Contract Value and/or Land Value (as applicable).
- 8.2.6 Despite Clauses 8.2.3 to 8.2.5 Council, at its absolute discretion, may agree with the applicant to use an alternative establishment cost as the basis for determining the value of an offset or refund (**Agreed Value**). The agreed value may be specified in an ICN, Negotiated ICN, or Infrastructure Agreement.

Table 3 – Land Values

Location	Land Value \$/m² (June 2014)
Fernvale	\$63
Esk	\$38
Banks Creek	\$13
Lowood	\$63
Vernor	\$13
Toogoolawah	\$38
Coominya	\$13
Somerset Dam	\$38
Moore	\$13
Minden	\$13
Glamorgan Vale	\$13
Borallon	\$13
Wivenhoe Pocket	\$13
Colinton	\$13
Linville	\$13
Ottaba	\$13
Harlin	\$13
Woolmar	\$38
Kilcoy	\$38
Sheep Station Creek	\$38
Jimna	\$13
Winya	\$38

8.3 Reconciliation an offset or refund

8.3.1 An applicant entitled to an offset or refund for the trunk infrastructure contribution is to give to Council a notice in the prescribed form which states:

- a) The date the fully completed trunk infrastructure was accepted 'On Maintenance'; or
- b) The date Council accepted an Uncompleted Works Deed for uncompleted works.

8.3.2 Council will as soon as reasonably practicable after receiving a notice under section 8.3.1 confirm if the establishment cost is:

- a) For an offset, less than the levied charge; or
- b) For a refund, greater than the levied charge.

8.3.3 For the purposes of determining if an offset or refund applies, the levied charge is to be indexed from the date it was levied to date that the establishment cost was determined by Council, using the 3-yearly PPI Index average.

8.3.4 If an offset applies, Council is to set off the establishment cost against the levied charge when the levied charge stated in the infrastructure charges notice is payable.

8.3.5 If a refund applies, Council is to:

- a) determine the value of the refund by subtracting the levied charge⁴ from the establishment cost; and

⁴ Indexed from the date it was levied to date that the establishment cost of the trunk infrastructure was confirmed by Council using the 3-yearly PPI Index average.

- b) give the refund to the applicant.

8.3.6 Council has adopted a policy position in relation to the form of the refund to be given to the applicant. Council's policy position is that the refund will be provided as either an:

- a) Infrastructure demand credit, in the first instance and where agreed to with the applicant; or
- b) Cash payment refund.

8.4 Infrastructure demand credits

8.4.1 In the first instance, Council will seek to provide a refund in the form of an Infrastructure demand credit through written agreement with the applicant. The following methods for assigning the demand credits will be applied in order of preference:

- a) Where future stages are to be developed under the approval and the future stages will be subject to a levied charge; the refund is to be held as a demand credit on the land that is the subject of the future stages of development;
- b) Where (a) does not apply, and the applicant or related entities of the applicant hold development approvals over other land in the Local Government Area that will be subject to a levied charge, the refund is to be held as a credit against the parcels of land the subject of the development approval(s);
- c) Where (a) or (b) do not apply and the applicant or related entities of the applicant:
 - (i) have development applications currently being assessed by Council in the Local Government Area that, if approved, would be subject to a levied charge; and
 - (ii) is the current owner of the land;

the refund is to be held as a credit against the land that is the subject of the development applications upon the application(s) being approved.

8.4.2 Demand credits are determined by dividing the monetary value of the refund by the total adopted charge rate for a 3-bedroom dwelling (for applicable networks only) in the charge area in which the demand credits are to be assigned. The value of one demand credit is the total adopted charge (for applicable networks) for a 3-bedroom dwelling in the charge area in which the credit is assigned.

Example:

- A refund of \$100,000 has been calculated for an approved development in the Esk Township.
- The refund is to be held on the land to be used in future stages of the same development.
- The adopted charge for a 3-bedroom dwelling in the Esk Township is \$5,085 (for Council networks).
- The demand credit is 19.6 3-bedroom dwellings equivalent in the Esk Township ($\$100,000 / \$5,085$) for Council networks.

8.4.3 Claiming Demand Credit – The demand credits calculated in 8.4.2 are to be multiplied by the current adopted charge rate for a 3-bedroom dwelling in the charge area in which the demand credit was assigned. This amount can be used to reduce the amount of the levied charge that is payable for other development that is subject to the agreement.

8.5 Section not used

8.6 Infrastructure Agreements

8.6.1 Council, at its absolute discretion, may enter into an Infrastructure Agreement where alternatives to the above processes are being sought by an applicant or to address other matters including (but not limited to):

- the method for determining the establishment cost of trunk infrastructure;

- the required charges or trunk infrastructure to be contributed for each component or hierarchy of the network;
- the timing of payment of levied charges;
- the nature and timing of offsets and refunds;
- the nature of any security to be lodged and the details of the use and release of such security;
- details of the trunk infrastructure to be provided and the provision program;
- details of the responsible entity for the funding, design and construction of the trunk infrastructure including land acquisition (if applicable);
- Limited novation, assignment and rescission provisions to allow an alternate party to construct the same trunk infrastructure detailed in the agreement;
- Provisions for unforeseen delays and redundancy provisions where a development approval and trunk infrastructure construction activities are held in abeyance;
- any other details considered appropriate by the Council.

9.0 Adopted Charges Reductions for Eligible Community Organisations

9.1 What are eligible community organisations

9.1.1 The following community organisations are eligible community organisations:

- (a) a charitable organisation which is a charitable not-for-profit organisation registered with the Australian Charities and Not-for-profits Commission or Fair Trading Queensland and uses a volunteer or paid workforce;

Examples of a charitable organisation – Meals on Wheels, Australian Red Cross

- (b) a community-based organisation which is an incorporated not-for-profit association that relies primarily on membership fees, fundraising activities, volunteer labour and government grants;

Examples of a community-based organisation—welfare organisations, cultural organisations, indigenous organisations, environmental organisations, rescue organisations, scouts and guides, youth organisations, senior citizens clubs, public halls and men's sheds which may have a restricted liquor or gaming licence.

- (c) a sporting or recreation organisation which is an incorporated not-for-profit association that:
 - (i) is constituted to undertake a community-based sporting or recreation activity;
 - (ii) primarily relies on membership fees, games fees, fundraising activities and government grants;
 - (iii) depends mainly on unpaid volunteer labour; and
 - (iv) may have a restricted liquor or gaming licence;

Examples of a sporting or recreation organisation—Junior and senior sports clubs

- (d) a religious organisation which is recognised by the Australian Tax Office as being eligible for a charity tax concession;
- (e) a school which is recognised by the Queensland Department of Education and Training including a parents and citizens association associated with the school;
- (f) another not-for-profit organisation approved by the local government which:
 - (i) provides a service to the community; and
 - (ii) does not normally have an income stream or is otherwise able to demonstrate its status as non-profit through an external source such as the Australian Taxation Office.

9.2 Eligibility criteria

9.2.1 A charges reduction is available to eligible community organisations for developments that meet the following criteria:

- (a) There is no profit or gain by individual members of the group;
- (b) The organisations' constitution or governing documents prevent it from distributing profits or assets for the benefit of particular persons, both while it is operating and on winding up;
- (c) Profits can still be incurred, but are used to carry out the purpose of the organisation or group;
- (d) The organisation makes a vital contribution to the wider Somerset Region, through the provision of community programs and services;
- (e) The applicant is the owner or approved user (with owner consent) of the premises that are the subject of the application.

9.2.2 A charges reduction is only available for the transport, public parks and community land, and stormwater networks.

9.3 Amount of reduction

9.3.1 The amount of the eligible community organisation charges reduction is as follows:

Purpose of development	Reduction
Construct new or extended community service, sporting, or recreation facilities (including sport/recreation amenities), but not including any liquor or gaming spaces	100%
Construct new or extended educational or religious facilities	50%
Construct new or extended facilities for the consumption of liquor or gaming	30%

9.4 Timing of charges reduction

9.4.1 A charges reduction will be calculated prior to the giving of the infrastructure charges notice.

9.4.2 An approved reduction to the levied charge is to apply at the time the payment of the levied charge is required.

Attachment 1 – Definitions of Trunk Infrastructure

Network	System	Items
Stormwater management	Quantity	<ul style="list-style-type: none"> - Natural waterways - Overland flow paths/channels (natural and constructed) - Piped drainage (including pipes, culverts, manholes, inlets and outlets) Exclude items that have been included in the road network. - Detention and retention facilities <p>Trunk infrastructure excludes development infrastructure internal to a development or to connect a development to the external infrastructure network.</p>
	Quality	<ul style="list-style-type: none"> - Stormwater Quality Infrastructure Devices (SQIDs) - Gross Pollutant Traps (GPTs) - Wetlands - Riparian corridors - Bio-retention facilities - Bank stabilisation, erosion protection and revegetation <p>Trunk infrastructure excludes development infrastructure internal to a development or to connect a development to the external infrastructure network.</p>
Transport	Local government and state controlled roads (separately identified)	<ul style="list-style-type: none"> - Arterial, sub-arterial and major collector roads - State controlled roads - Associated intersections, traffic lights, lighting, bridges, culverts, kerb and channel, local road drainage, pedestrian footpaths and cycleways (within the road reserve), on road cycleways, and basic revegetation on trunk roads. <p>Trunk infrastructure excludes development infrastructure internal to a development or to connect a development to the external infrastructure network.</p>
Public parks and land for community facilities	Public parks	<ul style="list-style-type: none"> - Land, works and embellishments for local, district and local government-wide parks for formal and informal recreation and sporting purposes.
	Other community facilities	<ul style="list-style-type: none"> - Land and basic works associated with the clearing of land and connection to services

Attachment 2 – Methodology for Determining Final Contract Value for Trunk Infrastructure Works

1. Notice of Design with Operational Works

- a) Upon lodgement of the development application for Operational Works, the applicant is to provide Council a formal Notice of Trunk Infrastructure Design (the **Notice of Design**), including a plan which clearly depicts the trunk infrastructure items that is the subject of the necessary trunk infrastructure condition. The plan may be in the same format as the operational works plan; however it must clearly distinguish the trunk infrastructure from any non-trunk infrastructure.

Note: The intent of the Notice of Design process is to attain early agreement as to the scope and nature of the trunk works generally described in the Development Approval.

- b) Council will assess the Notice of Design in conjunction with the Operation Works application and will advise the applicant if Council:
- (i) agrees; or
 - (ii) agrees with conditions, or
 - (iii) disagrees with the Applicant's Notice of Design.
- c) Once a Design Approval is given which forms part of the Operational Works Approval and Permit, the applicant may then seek to tender the construction of the trunk works.

2. Call for Tender Notification

- a) At the time that the applicant calls for public tenders for the trunk infrastructure works, a notice (a **Notice to Tender**) containing the following information is to be submitted to Council:
- (i) Final detailed design documents;
 - (ii) A Bill of Quantities* for the Trunk Works (no costs required) that matches the Trunk Works identified in the Operational Works Approval including the Notice of Design.
 - (iii) Notification of any prospective tenderers that the tender documents have been sent to specifically as part of the open public tender.
 - (iv) The criteria and process for tender assessment that the Applicant and the RPEQ will undergo.

***Note:** The bill of quantities should be presented as a 'separable portion' from the rest of the non-trunk (internal) development works, and in the same format it would be presented to tenderers as part of a tender process. Providing the information in this manner will ensure Council's assessment of the trunk infrastructure design, bill of quantities and costs is seamless and expedited.

3. Tender Assessment of Trunk Works

- a) In procuring the Trunk Works, the following costs can be included in the offset/refund value:
- (i) the cost of planning and designing the work;
 - (ii) the cost of survey and site investigation for the work;
 - (iii) the cost of relocation of services which are considered necessary to deliver the works in accordance with Council standards;
 - (iv) a cost (fixed or provisional) under a construction contract for the work;
 - (v) contract administration;
 - (vi) construction/engineering supervision;
 - (vii) a portable long service leave payment for a construction contract;
 - (viii) an insurance premium for the work;

- (ix) Council's inspection fee for the commencement and end of the maintenance period for the work;
 - (x) the cost of an approval for the work;
 - (xi) any variations agreed to by Council as a result of agreed site directions including the superintendent of works and the Council officer.
- b) The following is to be excluded from the offset/refund value of the trunk works:
- (i) the cost of carrying out temporary infrastructure;
 - (ii) the cost of carrying out non-trunk infrastructure;
 - (iii) the cost of the decommissioning, removal and rehabilitation of infrastructure identified in (i) and (ii) above;
 - (iv) the part of the trunk infrastructure contribution provided by Council or a person other than the person seeking the infrastructure offset;
 - (v) a cost to the extent that GST is payable and an input tax credit can be claimed for the work;
 - (vi) the cost of carrying out relocation or rehabilitation works for existing infrastructure not directly associated with the supply of trunk works.
- c) In procuring the trunk works, the applicant is to provide to Council a Notice (**Notice of Tender Assessment**) which identifies:
- (i) the tender process conducted;
 - (ii) the tenders received including separable portions and contract values for trunk works within the bill of quantities;
 - (iii) the applicant's preferred tenderer;
 - (iv) the applicant's reason(s) for the preferred tenderer in a tender evaluation report;
 - (v) the terms of the proposed work contract;
 - (vi) a plan for each infrastructure network clearly showing the extent of the works or land for which the infrastructure offset is sought.
- d) Within 10 business days of receiving a Notice of Tender Assessment, Council is to provide a Notice confirming the Contract Value, having regard to matters outlined in this section only.

4. Reconciliation of Final Contract Value

A Reconciliation of Final Contract Value is to occur following ~~lodgment~~[lodgement](#) of the earlier of:

- a) an application for 'On Maintenance' with Council for the Trunk Works; or
- b) ~~Lodgment~~[Lodgement](#) of an Uncompleted Works Bond.

If the Applicant has fully completed the Trunk Works and is seeking an 'On Maintenance' certificate from Council for the Trunk Works, the Applicant is to provide to Council a **Notice of Final Contract Value**. The Notice is to include the following:

- a) Copy of RPEQ Certificate(s) of Payment for each Progress Claim for the Trunk Works and any agreed variations;
- b) A reasonable amount of evidence to support any claimed and agreed variations (e.g. consultant reports, weigh bills, meeting minutes with Council officers, design details etc.)
- c) A consolidated Final Bill of Quantities in the same general format as was included in the Notice to Tender, but having regard for (a) and (b) above.

Within five (5) business days of Council's satisfaction that:

- 1. (a) and (b) above are consistent with the Design Approval and Notice of Tender Assessment; and
- 2. 'On Maintenance' being given by Council for the Trunk Works;

the Council is to confirm the Final Contract Value.

In certain circumstances, and at Council's full discretion, Council may accept a bond for Uncompleted Works prior to the Trunk Works being accepted as 'On Maintenance'. In this circumstance, the following will apply:

If the Applicant has **not** fully completed the Trunk Works and is seeking early Plan Sealing or compliance with Conditions from Council through the signing of an Uncompleted Works Deed, the Applicant is to provide a **Notice of Final Contract Value**. The Notice is to include the following:

- (a) Copy of an RPEQ Certificate of Payment for each Progress Claim for the Trunk Works and any agreed variations to the date of the calculation of remaining works for the purpose of the Uncompleted Works Bond;
- (b) A reasonable amount of evidence to support any claimed and agreed variations (e.g. consultant reports, weigh bills, meeting minutes with Council officers, design details etc.)
- (c) An RPEQ certified assessment in line with the quantities and costs of remaining works specified for the Trunk Works component in the Uncompleted Works Deed submitted to Council;
- (d) A consolidated Final Bill of Quantities in the same general format as was included in the Notice to Tender, but having regard for (a) and (b) above, and including the estimated amount in line with (c) above.

Within 5 business days of Council's satisfaction that:

- 1. (a) and (b) above are consistent with the Design Approval and Notice of Procurement;
and
- 2. The acceptance of an Uncompleted Works Deed by Council for the Trunk Works;

the Council is to confirm the Final Contract Value.

Attachment 3 – Breakup Agreement

[Refer to attached Breakup Agreement between Council and the Distributor-retailer Authority (Urban Utilities)]

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson – Chief Executive Officer
From: Jacqui O'Connor – Business Recovery Officer
Director: Luke Hannan – Director Planning and Development
Date: 8 August 2024
Subject: Small Business Friendly Councils – Annual Report 2023-24
File Ref: Planning and Development/QSBC Small Business Friendly Councils Initiative.
Action Officer: BRO

Background/Summary

The Somerset Regional Council signed the Small Business Friendly Councils charter on 14 April 2021 affirming its support for the region's small businesses.

The Small Business Friendly (SBF) Program aims to bring people together around a common goal to enhance the operating environment for small businesses in Queensland and provide the opportunities they need to thrive.

There are 49 organisations who have joined the SBF Program thus far. As a participating member, Council benefits from:

- A framework and tools to support councils to create a strategy and action plan to help councils be more small business friendly.
- Access to a facilitated community of like-minded organisations to discuss experiences, inform Council's own efforts, and provide support.
- Regular forums to learn more about what others are doing, discuss ideas and what councils can do to support small businesses.
- Opportunities to showcase Council activities that support small businesses, promote Council's efforts, and provide inspiration to others.
- Use of the SBF Program logo to promote Council's commitment to small businesses and raise awareness of Council's involvement in the program.
- Dedicated advice and support from the QSBC including statewide advocacy and small business assistance.

Members of the SBF Program are required to provide an annual report to the Queensland Small Business Commission (QSBC) reflecting on their efforts in relation to the charter commitments and highlighting their activities and successes.

Members must submit the report to the QSBC by 30 September each year (for the previous financial year).

Attachments

Somerset Regional Council Small Business Friendly Councils – Annual Report 2023-24

Recommendation

THAT Council approve the Somerset Regional Council Small Business Friendly Councils – Annual Report 2023-24 for submission to the Queensland Small Business Commissioner.

Somerset Regional Council

Annual Report 2023-24

Member information

Details	
Organisation name:	Somerset Regional Council
Main address:	2 Redbank Street, Esk 4312
Main email:	mail@somerset.qld.gov.au
Main phone:	07 5424 4000
Main website URL:	www.somerset.qld.gov.au
ABN:	50 138 958 249
Charter signing date:	14/04/2021

Authorised representatives

Authorised representative details	
Full name:	Andrew Johnson
Position:	Chief Executive Officer
Email:	AJohnson@somerset.qld.gov.au
Phone:	07 5424 4000
Proxy details	
Full name:	Luke Hannan
Position:	Director – Planning and Development
Email:	LHannan938@somerset.qld.gov.au
Phone:	07 5424 4000

Report information

Details	
Report date:	05/08/2024
Prepared by:	Luke Hannan, Director – Planning and Development
Stakeholders consulted:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Report published:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Report URL (if online):	

Charter performance

Actively communicate and engage with small businesses

Commitments	Performance self-assessment			
	● Not yet	● In progress	● Achieved	● Very well achieved
a) Actively engage and be mindful of small businesses, their issues and priorities when making decisions. (e.g., create a business advisory group).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Communicate clearly in a timely manner both formally and informally. (e.g., working at all levels to exceed your customers' expectations).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Engage with statewide partners where appropriate on matters affecting small businesses.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Publish clear service standards stating what small businesses can expect from us. (e.g., in service charter, economic strategy, annual plan, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Summary of key activities and achievements in relation to this element:

- a) Prior to the March local government election, Council met quarterly with the Economic Development and Tourism Advisory Committee, which includes Councillors, council officers and small business representatives, to discuss issues and opportunities throughout the Somerset region.
- b) Council's Business Recovery Officer has held regular face to face business visits to collect business intelligence and feedback around local issues and priorities.
- c) Council officers have proactively engaged with State Government agencies such as the Queensland Rural Industry Development Authority (QRIDA), Department of Employment, Small Business and Training, and the Small Business Financial Counselling Service, to discuss grant programs and support State-led initiatives.
- d) Council proudly displays their dedication to the SBF Program by publishing the charter commitments on the SRC website. Our dedication to the program is also listed as part of the Somerset Regional Council Economic Development Strategy and Council's Operational Plan.

Raise the profile and capability of small business

Commitments		Performance self-assessment			
		● Not yet	● In progress	● Achieved	● Very well achieved
a)	Publicly recognise and value the importance of small businesses to our community and local economy.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b)	Encourage campaigns to promote small business and local spending (e.g., buy local).	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c)	Help small businesses develop networks, access education, and increase their capabilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d)	Assist small businesses to access government, business and industry programs and resources.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Summary of key activities and achievements in relation to this element:

- a) Council has regularly promoted the importance of small business in the community through regular media releases, policy amendments and promotion of focused workshops, forums and events throughout the Somerset region.
- b) Council received funding through the Locally Led Economic Recovery Program to engage marketing consultants to design and develop a 'Buy Local' marketing campaign to be rolled out in the 2024-25 financial year.
- c) Delivery of **workforce capability workshops and recovery and resilience forums**, including:
 - Regenerative Agriculture Forum
 - Succession and Estate Planning
 - Small Business Financial Resilience Workshop
 - Farm Business Resilience Plan and Flood Management Plans Workshop
 - Growing your Business Through Modern Marketing
 - Developing a Resilient Business
 - Somerset Business Breakfast
 - Agribusiness Forum
 - Commencement of the Business Planning Course (delivered by University of Sunshine Coast).
- d) Assisted small businesses to access government and industry programs, including:
 - Facilitating a pop-up office for QRIDA to discuss open grant opportunities and support with applications.
 - Facilitating pop-up office for Department of Small Business and Training to discuss support initiatives
 - Engaging with the Small Business Financial Counselling Service, including attend the Somerset Business Breakfast.
 - Inviting representatives from DESBT to attend various workshops/forums within the Somerset region.

Promote and showcase small businesses

Commitments	Performance self-assessment			
	Not yet	In progress	Achieved	Very well achieved
a) Encourage and promote small business engagement via marketing and communication channels (e.g., engaging with local small businesses, collaborating with local chambers of commerce, industry groups etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Create awareness by promoting the Small Business Friendly Councils (SBFC) program (e.g., using the SBFC identifier online, in marketing collateral and in communication materials).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Sharing successes, ideas and learnings with other Small Business Friendly Councils and other stakeholders.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Allow the Queensland Small Business Commissioner to promote our Small Business Friendly Council activities and achievements.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Summary of key activities and achievements in relation to this element:

- Regular engagement with the Somerset Business Chamber (previously the Kilcoy Chamber of Commerce), including inviting the Chamber to attend and speak at the Somerset Business Breakfast celebrating Small Business Month.
- Ongoing participation in the SBFC program is listed on the SRC website and publicly available Somerset Economic Development Strategy. The SBF logo is also included on all marketing collateral for business related workshops and forums.
- Somerset's Business Recovery Officer participation in SBF Member meetings, sharing updates on SRC events and initiatives.

Develop and promote place-based programs for small business

Commitments	Performance self-assessment			
	Not yet	In progress	Achieved	Very well achieved
a) Identify, develop, promote and deliver at least two existing or new place-based programs to support businesses to start, grow and become more resilient.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Summary of key activities and achievements in relation to this element:

- Delivery of **workforce capability workshops and recovery and resilience forums**, including:
 - Regenerative Agriculture Forum
 - Succession and Estate Planning
 - Small Business Financial Resilience Workshop
 - Farm Business Resilience Plan and Flood Management Plans Workshop
 - Growing your Business Through Modern Marketing
 - Developing a Resilient Business
 - Somerset Business Breakfast

- Agribusiness Forum
- Commencement of the Business Planning Course (delivered by University of Sunshine Coast).

Council is also engaging with small business through the development of bespoke centre improvement strategies for each of Somerset's major towns. The Lowood Futures Strategy was completed and adopted by Council in late 2022 and the Kilcoy Streetscape Revitalisation Project was adopted in late 2023. Both projects provide long-term visions and blueprints for Kilcoy and Lowood and aim to enhance community wellbeing and amplify the towns' identities and competitive advantage. The initial stages of implementation have commenced including site investigations and developing a delivery program of the detailed concepts and initiatives.

Simplify administration and regulation for small business (red tape reduction)

Commitments	Performance self-assessment			
	Not yet	In progress	Achieved	Very well achieved
a) Limit unnecessary administration and take steps to ensure continuous business improvement.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Make it easier for small businesses to comply with administrative and/or regulatory requirements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Administer requirements in a consistent manner in collaboration with key stakeholders.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Regularly review and streamline administrative and/or regulatory arrangements to reduce red tape. (e.g., digitisation projects, process improvement).	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Maintain a simple, timely and cost-effective internal review and complaints management system. (e.g., actioning feedback, reviewing practices).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Summary of key activities and achievements in relation to this element:

- a) to d) Led by the Executive Management Team, Council supports a proactive culture to 'review and improve', which is permeates through all council business activities.

In addition to internal business advancements to digitise and streamline business activities and transactions, Council is progressing of actions listed specifically in Economic Development Strategy, including:

- Review and amend the Somerset Region Planning Scheme with a focus on economic development and business facilitation.
- Undertake Council business initiatives to encourage business investment opportunities and ensure businesses are provided with an efficient, customer focused experience regarding necessary approvals.

- Conduct annual Somerset business forums (based around agriculture, tourism and business development).
 - Deliver workshops to build local business capacity and capability.
- e) Council has an adopted Administration Action Complaints Policy and Complaints Management System.

Ensure fair procurement and prompt payment terms for small businesses

Commitments	Performance self-assessment			
	Not yet	In progress	Achieved	Very well achieved
a) Implement a procurement policy that gives small businesses a 'fair go' to supply goods and services.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Help small businesses find local procurement opportunities and make tendering quick and easy.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Pay all valid invoices from small business suppliers within a stated reasonable period (e.g., 20 calendar days from receipt of invoice).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Summary of key activities and achievements in relation to this element:

- a) Council actively promotes tendering opportunities for local small businesses and are easily available via the Somerset Regional Council home page.
- b) All invoices are paid within stated timeframes in accordance with supplier contracts.

Support small business resilience and recovery

Commitments	Performance self-assessment			
	Not yet	In progress	Achieved	Very well achieved
a) With support from statewide partners, deliver short, medium, and long-term activities to support small business recovery and resilience following significant business disruption and disasters.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b) Implement policies and practices for managing business disruption (e.g., supporting and working with small businesses to minimise disruption during capital works projects, transformational change etc).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Summary of key activities and achievements in relation to this element:

- a) Post disasters, the Somerset Regional Council Economic Recovery Group assembles to discuss short, medium and long-term support initiatives.
- b) Council received funding through the Category C Queensland Flooding - Flexible Funding Grants - Round Two to engage consultants to design and develop a Business Resilience and Recovery Plan. This has commenced and will be delivered in late 2024.

Measure and report on our performance

Commitments		Performance self-assessment			
		● Not yet	● In progress	● Achieved	● Very well achieved
a)	Seek regular feedback from small businesses to help drive continuous business improvement (e.g., surveys, engagements, councillor walks etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b)	Monitor our performance against this charter and ensure we are meeting our commitments.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c)	Publish a report about our performance in relation to this charter once every financial year.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d)	Complete the SBF Accelerator Pack within 6 months of signing the charter. (for new members after 28 April 2023).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Summary of key activities and achievements in relation to this element:

- a) – Quarterly meetings with business, tourism and agricultural sector representatives through Councils Economic Development and Tourism Advisory Committee.
 - Face to face business visits to discuss improvement opportunities with Council.
 - Follow-up emails post events to seek feedback.
- b) Annual reporting for SBFC is an opportunity to evaluate our performance against the charter. Additionally, continued participation in the SBFC program is an ongoing action item within the Economic Development Strategy and Business Recovery Officer position KPIs.
- c) Each SBF annual report will be available to public via the Council Ordinary Meeting Minutes and Council's Economic Development homepage.
- d) Not applicable

Member requirements

Requirements		Performance self-assessment			
1.	Authorised representative and proxy nominated and current.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>		
2.	For new members - Submitted Accelerator Action Plan to the QSBC within 6 months of joining the program.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	
3.	Actively participated in at least four Roundtable meetings in the previous F.Y	0 <input type="checkbox"/>	1-2 <input type="checkbox"/>	3-4 <input type="checkbox"/>	>4 <input checked="" type="checkbox"/>
4.	Actively participated in at least two online Community of Practice meetings in the previous FY.	0 <input type="checkbox"/>	1-2 <input type="checkbox"/>	3-4 <input type="checkbox"/>	>4 <input type="checkbox"/>
5.	Provided at least one Showcase submission to the QSBC in the previous FY.	0 <input checked="" type="checkbox"/>	1-2 <input type="checkbox"/>	3-4 <input type="checkbox"/>	>4 <input type="checkbox"/>
6.	Attended the Annual Conference in the previous FY.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>		
7.	Submitted Annual Report to the QSBC by 30 September for the previous FY.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>		

Additional information

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johson – Chief Executive Officer
From: Matthew McGoldrick – Place Project Manager
Director: Luke Hannan – Director Planning and Development
Date: 14 August 2024
Subject: Urban Precincts and Partnerships Program – Application for funding
File Ref: SRC/Grants and Subsidies/Applications
Action Officer: DPAD/PPM

Background/Summary

The Commonwealth Government foreshadowed that it would replace the Building Better Regions program with two new funding opportunities – the *Thriving Suburbs Program* and the *Urban Precincts and Partnerships Program*. Both programs have a theme of building regions, however the Thriving Suburbs Program focuses more on single location infrastructure improvements while the Urban Precincts and Partnerships program focuses on improving and re-invigorating townships and cities.

The Urban Precincts and Partnerships program has two streams, these streams are:

- Stream 1 – Precinct Planning – funding for the planning and designing of an urban precinct. Applications must be between \$500,000 and \$5 million.
- Stream 2 – Precinct Building – funding for the construction of part of the improvements to a Precinct. The precinct funding will only be provided for part of the precinct not as a blanket fund for all parts of the Precinct. Funding is between \$5million and \$15million.

The funding opportunity for both streams is open until 30 June 2027.

The funding provided requires Council to be in a partnership or develop partnerships to deliver the precinct. Those partnerships can be with State Government or with private businesses. The funding allows Council to apply for Stream 1, carry out the design project to completion then use the design to apply for Stream 2 construction. With both funding opportunities Council is in a preferential position from a funding perspective because the Somerset local government area is within the greater Brisbane region with the minimum funding percentage provided through the program being 70%.

Council has allocated an additional \$300,000 in the 2024/25 Budget for Lowood Futures detailed design.

Council officers have sought quotations for the required architectural services for streetscape, landscaping and building designs for Lowood. The total of the two preferred quotations is approximately \$670,000. Additional to these works will be costs to produce construction drawings that would be approximately \$100,000 (based on the information provided within the quotations).

It is recommended Council apply for funding under Stream 1 – Precinct Planning for \$770,000. Council's contribution would be up to \$231,000 (based on a 70/30 split) and utilise existing available budget for Lowood Futures design.

Attachments

Extract from the *Urban Precincts and Partnerships Program* funding guidance

Recommendation

THAT Council authorises the Chief Executive Officer to apply for funding under the Urban Precincts and Partnerships Program (Stream 1 – Precinct Planning) for \$770,000 for the Lowood streetscape, green core and building designs with a Council contribution of up to \$231,000 from the existing Lowood Futures design budget.

- deliver precinct plans that are tailored to their local contexts and based on community feedback and engagement
- support precinct plans to become investment ready.

2.2. Partnerships

The establishment of a partnership is essential to the Program, which has a focus on bringing together all relevant interested parties to collaboratively plan or deliver precinct proposals. These partnerships are intended to be conglomerates of relevant entities as well as other local stakeholders, including but not limited to::

- State and Territory government
- Local government
- Universities
- Not-for-profit entities
- First Nations groups
- Regional Development Australia committees
- Community organisations
- Private enterprise
- Australian government agencies that have policy/program interests or responsibilities.

Not all entity types listed above are eligible to apply for Program funding (see section 4: Eligibility Criteria), however they can form part of the partnership.

The intention behind a partnership is to ensure the precinct is well-considered and allows an opportunity for relevant parties to work through issues, consult early and be investment ready.

First Nations groups should be provided an opportunity to shape projects and influence a stronger outcome that incorporates First Nations experiences, culture and design.

3. Funding amount and agreement period

3.1. Funding opportunities available

The Australian Government has announced a total of \$150 million for the Program's two streams. For this funding opportunity, we estimate that a total of \$30 million is available.

- The minimum funding agreement amount is \$500,000.
- The maximum funding agreement amount is \$5 million.

The funding amount will be up to 100 per cent of the eligible expenditure for the project to a maximum amount of \$5 million. While funding for up to 100 per cent of the eligible expenditure can be considered, funding is intended to support a broader commitment to the precinct concept, therefore, you are required to demonstrate your contribution and commitment to the proposed precinct in Assessment Criteria 4. Your contributions can be cash or in-kind (such as land or resources), or a combination of both.

We are looking for applicants to show what they can do, monetarily and otherwise to ensure the success of the project.

Any partner contributions, and other funding for your project, can come from other sources including state, territory and local government grants. Other Commonwealth funding cannot be used for the project, however other parts of the broader precinct can be Commonwealth funded.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Darren McPherson, Natural Resource Management Officer
Director: Luke Hannan, Planning and Development
Date: 5 August 2024
Subject: Koala conservation and investment
File Ref: Environmental Management/Programs/Wildlife Conservation and Management
Action Officer: Natural Resource Management Officer

Background/Summary

At the Ordinary Council meeting on 10 July 2024, the following resolution was passed seeking information regarding Council opportunity and resourcing to support Koala conservation:

Resolution	Moved – Cr Isidro	Seconded – Cr Brieschke
	“THAT a report be brought back to a future meeting associated with the classification of koalas as endangered and opportunities for Council to seek funding from the Federal and State Governments to improve koala conservation in the Somerset Region.”	
	<i>Vote - unanimous</i>	
	<i>Carried</i>	

Whilst Koala population declines in the Somerset Region have not been as apparent as those that have occurred in the coastal local governments of Southeast Queensland (SEQ), the same factors present as threats to the endurance of local Koala populations, being:

- Habitat destruction
- Predation (wild dogs primarily)
- Disease
- Road strike.

Somerset Regional Council is the largest local government (by area) in SEQ, with perhaps the greatest inherent opportunity for enduring Koala conservation. Council also has the smallest population / ratebase in SEQ, which limits available recurrent budget to invest in conservation initiatives.

Despite the constraints of both budget and scale, Council has successfully delivered several initiatives that support (directly and in-directly) ongoing Koala conservation in our region:

- Co-delivery of the State Koala planning provisions and the SEQ Koala Conservation Strategy.
- Ensuring the retention of the Locally Refined Koala Habitat Area (LRKHA) in the legislated Koala protection mapping (Approx 47,000Ha of additional, legislated habitat protection in Somerset Region).
- Participation in Department of Environment, Science and Innovation (DESI) forums related to Koala conservation, incorporating funding and collaboration opportunity.
- Participant and supporter in Koala research and recovery projects.
- Delivery of Councils capital works offset (policy) in the deployment of Koala habitat along the Brisbane Valley Rail Trail.
- Ad-hoc opportunity planting/s for Koala habitat – e.g. Kilcoy Sieb Street with Kilcoy SHS, Toogoolawah, Esk and Wivenhoe Pocket.

- Koala media promotion in partnership with Griffith University Social marketing team, including 2024 Dogfest event.
- Delivery of Council's Free Tree Program, incorporating the provision of Koala habitat trees free of charge to residents.
- Provision of temporary (VMS Board) and permanent road signage installation raise awareness of Koala's around road hotspots.
- Council delivery and facilitation of Wild Dog control programs across the Somerset region (including other pest predator species).
- Retention/management of existing reserves such as Jensen Swamp.
- Facilitated wildlife awareness presentations to Somerset region schools.
- Facilitation of the Land for Wildlife program to promote and support habitat conservation of private land.

Council officers anticipate many of the listed initiatives may be continued within existing budget and through ongoing partnerships, however external opportunity(s) to extend funding and capacity should be considered favourably.

At a State and Federal Government level, there is considerable investment in Koala conservation, with \$76 Million over 4 years (2023) allocated by the Australian Government, and \$31.3 million in funding over 4 years (2024) and \$8.4 million per year ongoing, by the Queensland Government. This investment is dispersed across a geographic range, organisations, stakeholders and initiatives.

Most of these funds are delivered through grants (open or targeted), with varying eligibility. To ensure that Council is proactive in benefiting from these opportunities, Council continues to maintain representation at the various Koala forums where such opportunities are disseminated, and collaborations are fostered with partners such as the Local Government Association of Queensland (LGAQ), Queensland Trust for Nature (QTFN), and Healthy Land and Water (HLW).

Advocacy will also form a significant role in Council's ability to maintain existing service delivery and further enhance or consolidate existing measures. For example, the Koala Locally Refined Koala Habitat Area (incorporating 47,000Ha of habitat in the Somerset region) is not ensured in perpetuity, and may be revised in future State mapping reviews, as it does not entirely correspond to the State's mapping parameters.

Additionally, the Department of Transport and Main Roads (TMR) is a critical partner in providing koala preservation and education solutions within their road corridors. In particular, the Brisbane Valley Highway has known hotspots. While TMR has provided some solutions, such as the seasonal slashing of the koala nursery on the northern outskirts of Toogoolawah and providing signs to local wildlife carers in the Toogoolawah area, Council should continue to advocate TMR to provide sufficient resources and solutions to other known locations, within their road corridors.

In respect to allocated resourcing, Council's credentials in Koala conservation are very good and (arguably) proportional to surrounding Councils with greater resourcing. There is however a threshold when seeking external opportunities without equivalent internal resourcing for representation, delivery, and application for funding. Current delivery is primarily facilitated through Council's single Natural Resource Management officer, of which Koala conservation is only a small proportion of the role.

Attachments

Nil.

Recommendation

THAT Council:

1. receive the Koala conservation and investment report and the contents be noted; and

2. proactively seek external funding and partnership opportunities to enhance existing and future Koala conservation programs.
3. will continue to advocate to the Department of Transport and Main Roads to provide improved corridor management with respect to Koala conservation, including support for local wildlife carers.

FINANCE

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 19 July 2024
Subject: Bridge asset management policy amendment sought
File Ref: Asset management/ policy
Action Officer: DFIN

Background/Summary

Council's "Asset management policy – bridges" is attached.

Asset management policy – bridges policy was adopted consistent with *Local Government Regulation 2012* s168 which requires Council to "provide for strategies to ensure the sustainable management of the assets mentioned in the local government's asset register and the infrastructure of the local government".

Officers are continuing to develop asset management strategies consistent with requirements as engineering resources become available. Resources have necessarily been diverted to flood restoration and major capital delivery in recent years.

The Asset management policy – bridges policy was originally adopted at a time when Council had substantial timber bridges and the policy has not been reviewed since 2018.

Council has now replaced all of its timber bridges with longer lived bridges and other crossings, although Council does have 21 timber/concrete composite bridges.

The following changes are sought to Asset management policy – bridges policy to reflect current conditions:

- Removal of the requirement for annual bridge inspections, with a new requirement for a three yearly bridge inspection program
- In the condition assessment table, replacing references to timber bridges with timber or part-timber bridges.

Attachments

Asset management policy – bridges

Recommendation

THAT the Asset management policy – bridges be amended as follows:

- Under the heading "policy", the text "inspect bridges at least annually" be replaced with "inspect bridges at least every three years"
- Under the heading "policy" in the condition assessment table, wherever the text "timber bridge with measured girder stress" appears, replace this with "timber or part-timber bridge with measured girder stress".



Policy Subject/Title: Asset Management Policy – Bridges

Police Number: OP/005

Responsible Officer: Director Operations

Legislative or Regulatory Reference: Local Government Act 2009 and regulations

Related Policies / Procedures: Various

Authorised by: Somerset Regional Council

Authorised on: 8 September 2010

Review / Amendment dates:
22 February 2012 (Doc Id 604445)
27 June 2012 (Doc Id 625590)
8 August 2012 (Doc Id 631976)
11 July 2013 (Doc Id 711676 / no amendments)
19 December 2014 (Doc Id 794418)
28 March 2018 (Doc Id 1024321)
12 December 2018 (Doc Id 1084022)

1. OBJECTIVE

To meet Council's legal responsibilities for financially sustainable asset management in respect of bridges and hydraulic structures.

2. BACKGROUND

The *Local Government Act 2009* requires councils to adopt long term asset management plans which provide for strategies to ensure the sustainable management of assets and infrastructure.

It is intended that Council will adopt asset management policies for each of its asset categories as part of its long term asset management plan. This policy deals with Council's asset management strategies for bridges.

3. PURPOSE

This policy deals with Council's asset management strategies for bridges.

4. SCOPE

The policy applies to Somerset Regional Council

5. POLICY

Philosophy

Council's asset management philosophy with bridges is to utilise until end of life and then replace.

Council seeks to replace its timber bridge stocks with longer-lived assets of similar dimensions and at similar heights to current structures over time other than the bridges identified within this policy.

To manage its risks, Council will:

- a) Inspect bridges at least annually to ensure that they are safe for designated traffic. Inspection activities may include assessing maximum and average girder stress of timber bridges through bore samples.
- b) Maintain all bridges as part of an annual program to ensure that they are safe for designated traffic
- c) Impose mass restrictions on bridges where appropriate
- d) Close bridges where appropriate

All bridge inspections undertaken are to be evidenced and supported by a written document authorised by Director Operations.

Council confirms that it may be willing to use its cash reserves where necessary to replace bridges with new long-lived concrete or part-concrete structures unless these are low use

bridges identified in this policy.

All Council bridge assets are fair valued using written down current replacement cost. This valuation comprises the asset's current replacement cost (CRC) less accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Council will determine the gross cost of replacing the full service potential of the asset and then adjusted this amount to take account of the expired service potential of the asset.

CRC is measured by reference to the lowest cost at which the gross future economic benefits of the asset could currently be obtained in the normal course of business. Where existing assets were over designed, have excess capacity or were redundant an adjustment is made so that the resulting valuation reflected the cost of replacing the existing economic benefits based on an efficient set of modern equivalent assets to achieve the required level of service output within the council's planning horizon.

The unit rates (labour and materials) and quantities applied to determine the CRC of an asset or asset component are to be based on a "Greenfield" assumption meaning that the CRC is determined as the full cost of replacement with a new asset including components that may not need to be replaced, such as earthworks.

Council categorises its bridges into concrete, timber and concrete/timber composite hydraulic structures. Council assumes that environmental factors such as soil type, climate and topography are consistent across each bridge. Council also assumes a bridge is designed and constructed to the same standard and uses a consistent amount of labour and materials for its construction type.

CRC is calculated by reference to asset linear and area specifications, estimated labour and material inputs, services costs, and overhead allocations.

Council's bridges and hydraulic structures are to be valued by a suitably qualified engineer at fair value being depreciated replacement cost relying on dimensional, condition, costing and other data collected. Council's bridges primarily consist of either all timber structures, all concrete structures or "Doolan Deck" structures that include both concrete and timber components. Replacement costs for these assets are to be assessed based on unit rates which reflect the council's experiences in constructing bridges. Condition data for bridges are obtained through regular inspection activities including taking core samples of major timber components. Remaining lives of assets were assessed based on both condition and year of construction. No residual value is to be applied in respect of any bridge.

Conditions are assessed using the following table:

Definition	Rating	Reduction in design life
Timber bridge with measured girder stress of 60 Mpa or greater	5	90%
Timber bridge with measured girder stress of between 40 Mpa and 60 Mpa	4	50%
Timber bridge with measured girder stress of between 30 Mpa and 40 Mpa	3	30%
Timber bridge with measured girder stress of between 20 Mpa and 30 Mpa	2	15%

Good	1	5%
All-concrete or part-concrete bridge requiring no maintenance	0	0%

Council's bridge network has been valued using written down current replacement cost. This method utilises a number of inputs that require judgement and are therefore classed as unobservable. While these judgements are made with the greatest care, and based upon years of experience, different judgements could result in a different valuation. The table below summarises the effect that changes in the most significant unobservable inputs would have on the valuation:

Significant unobservable input	Range of inputs	Relationship of unobservable inputs to fair value
Estimated life	30 years to 100 years	The longer the estimated life, the higher the fair value
Estimated remaining life	0 years to 100 years	The longer the estimated remaining life, the higher the fair value
Condition rating	0 to 5 as above	The lower the condition rating, the higher the fair value
Standard construction unit rate per square metre of deck	\$1,950 to \$3,820 as above	The higher the standard construction unit rate, the higher the fair value

6. CONTROLS

This policy is subject to controls as outlined within the policy

7. DATE OF RESOLUTION

This original policy was approved by the Chief Executive Officer and adopted by Somerset Regional Council at the Ordinary Meeting of 8 September 2010.



Signed:

Date: 12 December 2018

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 29 July 2024
Subject: Risk management policy – Councillor accident insurance
File Ref: Risk management – workcare insurance
Action Officer: DFIN

Background/Summary

The Councillors' Reimbursement of Expenses Policy EX/001 includes as follows:

“(f) Insurance Cover

A local government will indemnify or insure Councillors in the event of injury sustained while discharging their civic duties. The local government will pay the excess for injury claims made by a Councillor resulting from conducting official Council business.”

Council has obtained insurance for Mayor and Councillors' accident coverage as part of a bundled insurance package with Local Government Workcare (LGW) since the formation of Somerset Regional Council. There have been no known claims. Council has given 30 days' notice of withdrawal from LGW as of 22 July 2024 consistent with Council's budget and the objectives of Council's procurement policy.

To achieve the insurance cover required under the Councillors' Reimbursement of Expenses Policy, it is proposed that Council obtain in the name of each elected member an insurance policy from WorkCover Queensland known as a Workplace Personal Injury Insurance Policy where the insured benefit level is equivalent to the elected member's scheduled remuneration as outlined by the Local Government Remuneration Commission (and not the elected member's total income). Endorsement is sought for this approach as an amendment to Council's risk management policy.

An example quotation has been obtained under the WorkCover Queensland Workplace Personal Injury Insurance Policy for a Councillor which indicates an annual cost per Councillor of \$1,512.39 plus GST or \$10,586.73 in total for all Councillors and the Mayor.

Section 150EF(1)(g)(ii) of the *Local Government Act 2009* outlines that matters relating to insurance for councillors are ordinary business matters of a local government.

Attachments

Risk management policy

Recommendation

THAT the risk management policy be amended by adding the following text in section 5:

“Effective from the date of Council's withdrawal from a workers compensation self-insurance fund, Council will manage its risks and meet the Councillor insurance coverage requirements of the Councillors' Reimbursement of Expenses Policy by insuring each elected member under Workcover Queensland's Workplace Personal Injury Insurance Policy where the insured benefit level is to be limited to and declared as the Councillor's annual remuneration as determined by the Local Government Remuneration Commission (or legal successor).”



Policy Subject/Title: RISK MANAGEMENT POLICY

Policy Number: F/005

Responsible Officer: Director Finance

Related Policies / Procedures: *Local Government Act* and Regulation

Authorised by: Somerset Regional Council

Authorised on: 25 March 2015 [Doc Id 809014]

Amendments:

- 13 September 2017 [Doc Id 982508]
- 27 June 2018 [Doc Id 1045262]
- 13 May 2020 [Doc Id 1196918]
- 24 June 2020 [Doc ID 1206979]
- 14 October 2020 [Doc ID 1235888]
- 25 November 2020 [Doc ID 1248438]
- 24 March 2021 [Doc ID 1279131]
- 26 May 2021 [Doc Id 1296590]
- 24 January 2024 [Doc Id 1579847]

1. OBJECTIVE

Pursuant to the Local Government Regulation 2012 (LGR2012), Council is required to record certain risks and control measures for those risks in addition to other risk management requirements.

2. BACKGROUND

Internal audit prompted the adoption of a risk management policy in 2015.

3. PURPOSE

To meet statutory and other requirements about risk.

To document Council's insurance strategy.

4. SCOPE

The policy applies to Somerset Regional Council.

5. POLICY

Risk management is the identification, analysis, assessment, treatment, monitoring and review of risks.

Under LGR2012, Council must keep a written record stating the following—

(a) the risks the local government's operations are exposed to, to the extent they are relevant to financial management;

(b) the control measures adopted to manage the risks.

Council's financial management risk and control register is to be kept as a registered document within Council's document management system to meet Council's statutory requirements.

Council's Operational Plans shall include a reference to maintenance of a risk management framework and risk register to the satisfaction of audit.

Each year before 30 June, a link to the financial management risk register is to be provided to all officers within the finance department requesting a review of relevant sections and seeking feedback to Director Finance within 14 days. Within 14 days of the receipt of feedback, Director Finance and the Chief Executive Officer will consider responses and determine whether to change any part of the risk register and internal controls.

Council believes that there may be an opportunity to save money by establishing a formal framework for managing risk. This framework may encompass some elements of the relevant standard.

Effective 30 June 2021, Council will self-insure its buildings and other structures and not carry external insurance for these assets.

Not carrying marine hull commercial insurance coverage or engineering / machinery breakdown insurance coverage is considered appropriate given Council's financial position.

A quarantined self-insurance cash reserve of \$53.804 million will be maintained representing the value of Council's credit facilities to Urban Utilities to help manage associated risk. Council understands and accepts the risk of this self-insurance strategy which will be offset by the benefits of cumulative avoided insurance premiums and which is appropriate given Council's financial position.

6. DATE OF RESOLUTION

This policy was approved by the Chief Executive Office and adopted by the Somerset Regional Council at the Ordinary Meeting of 24 January 2024.

Signed:

Date: 24 January 2024

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 29 July 2024
Subject: Contract matter – Jagera Daran Pty Ltd
File Ref: Cultural heritage survey
Action Officer: DFIN

Background/Summary

Council included the following in adopted budget Appendix C (capital works program) at its special meeting held on 10 July 2024:

“Mt Glen Rock - Esk - Cultural Heritage survey - \$80,000”

Council entered into a Cultural Heritage Management Plan (CHMP) for the Mount Glen Rock project site with the Jagera and a Services Agreement with Jagera Daran Pty Ltd and its authorised representatives.

Attachments

Nil

Recommendation

THAT to remove any doubt, Council resolves consistent with section 235 (a) of the *Local Government Regulation 2012* that it is satisfied that there is only one supplier who is reasonably able to provide the services outlined in the Cultural Heritage Management Plan (CHMP) and the Cultural Heritage Management Plan Services Agreement with Jagera Daran Pty Ltd being Jagera Daran Pty Ltd and that an exception from inviting written quotes or tenders apply while the CHMP and services agreement are in place.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Pauline Banditt, Senior Finance Officer
Director: Geoffrey Smith, Director Finance
Date: 29 July 2024
Subject: Finance report
File Ref: Monthly reporting/ finance
Action Officer: DFIN

Background/Summary

Financial reports

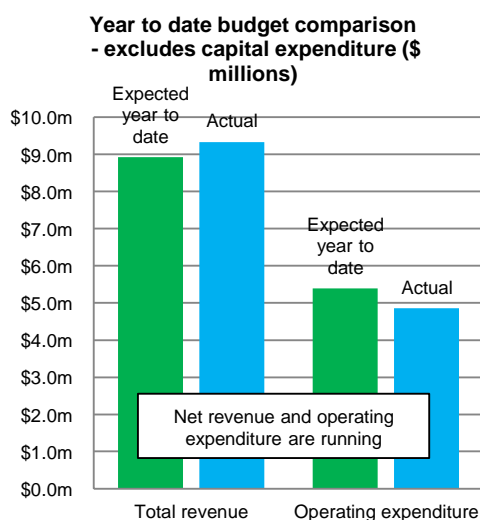
Reports for the period 1 July 2024 to 29 July 2024 are attached detailing the progress that has been made in relation to Council's FY2024 budget consistent with Local Government Regulation 2012 s204 and the attached basis of accounting statement.

Council officers are preparing FY2024 financial statements to be presented to the audit committee meeting on 11 September 2024. These statements are likely to show a large operating deficit for the financial year relating to:

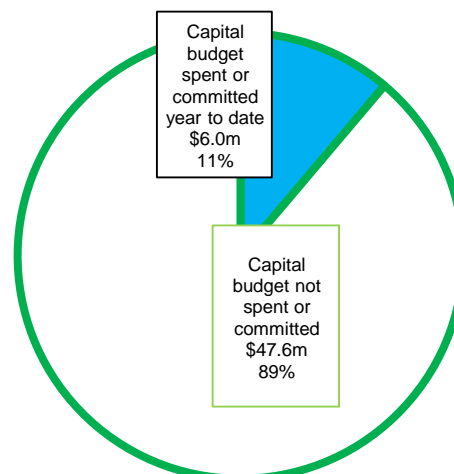
- Expenditure by Council on disaster recovery funding arrangements (DRFA) matters during FY2024 significantly exceeded the amount of confirmed DRFA revenue that could be brought to account. It is expected however that this expenditure will be fully recovered during FY2025.
- Council had minimal sole invitee contract work from the Department of Transport and Main Roads (DTMR) during FY2024. In both FY2022 and FY2023, contract works revenue from DTMR exceeded \$10M.
- Council received minimal payments of Commonwealth financial assistance grants during FY2024 (around \$0.2M out of an expected \$4.6M) with receipt delayed until early July 2024.

While several budgeted capital projects were not been completed during FY2024 - impacting capital grants, large projects at Esk Crows Nest Road, Lowood Minden Road and Lowood Pool and other places were completed and these were majority-funded by Council. Council cash balances were significantly reduced by non-reimbursed flood restoration expenditure and these large, budgeted capital projects during FY2024.

Provisional results with 8% of the financial year completed are summarised as follows:



Total capital expenditure and commitments



Grants

- Council is awaiting the outcome of the following funding applications lodged under the Queensland Government's SEQ Community Stimulus Program competitive component (SEQCSP) in July 2024:

	Project value	SEQCSP funding sought
Kilcoy Multipurpose Recreation Facility Upgrade (stage 1)	\$5,715,520	\$2,857,760
Toogoolawah Swimming Pool Upgrade Project	\$5,280,000	\$2,640,000

- Parallel funding applications were also lodged under the Queensland Government's Local Government Grants and Subsidies Program (LGGSP) in July 2024:

	Project value	LGGSP funding sought
Kilcoy Multipurpose Recreation Facility Upgrade (stage 1)	\$5,715,520	\$2,857,760
Toogoolawah Swimming Pool Upgrade Project	\$5,280,000	\$2,640,000

- Council is awaiting the outcome of a funding application lodged under the Australian Government's Disaster Ready Fund (DRF) for the following project in March 2024:

	Project value	DRF funding sought
Heatwave mitigation/ mature tree planting in low SEIFA greater western Brisbane	\$4,170,000	\$2,085,000

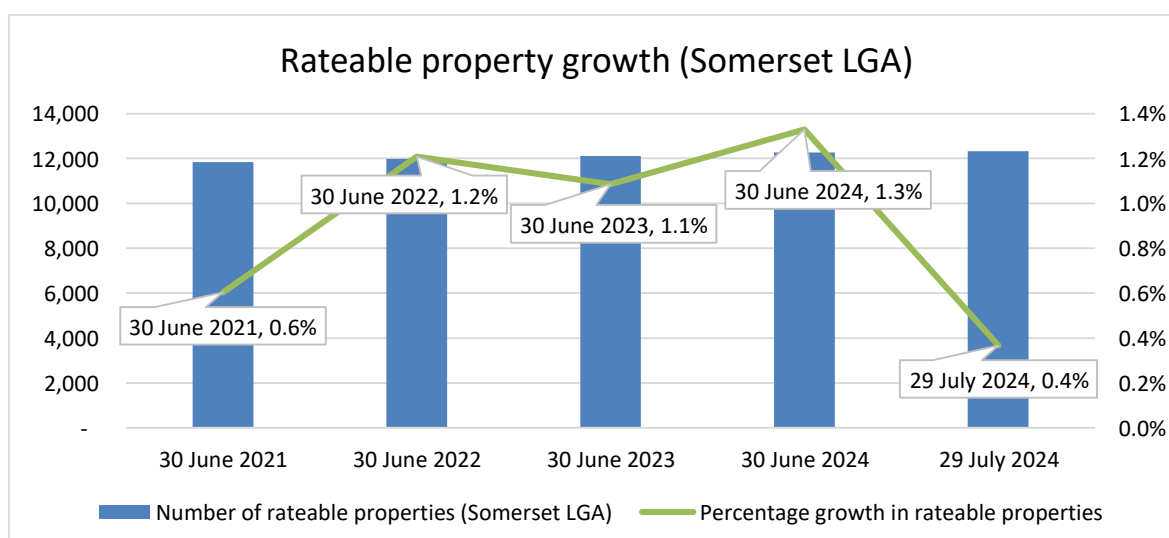
- Council is awaiting the outcome of a funding application lodged under the Australian Government Community Energy Upgrades Fund Round 1 (CEUF) in April 2024:

	Project value	CEUF funding sought
LED streetlighting conversion model	\$1,555,792	\$777,896

- Applications are in progress for Toogoolawah Gateway Centre and Mt Glen Rock hiking trails under the Commonwealth Government's Thriving Suburbs Program.

Growth

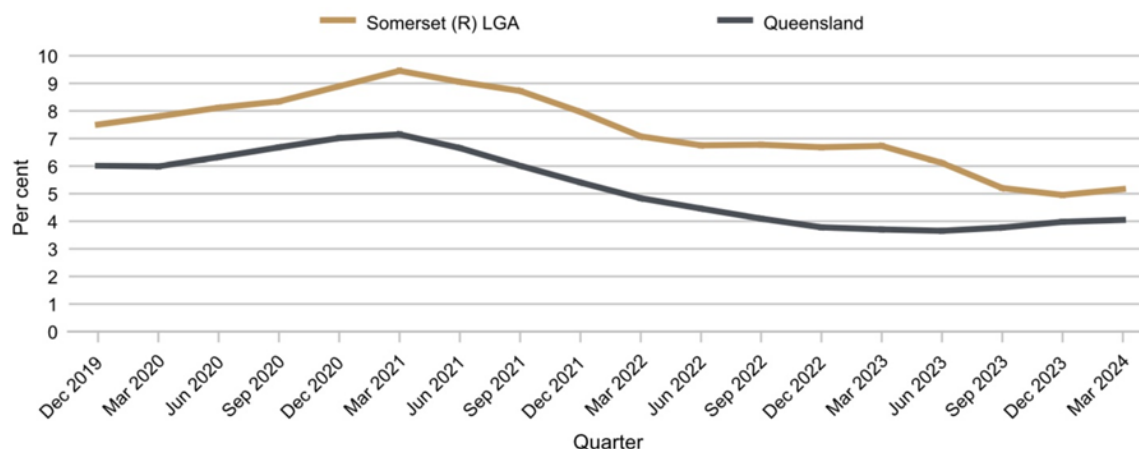
Rateable property data provides an indication of regional growth. The total number of rateable properties in Somerset has increased as below.



Unemployment

The Queensland Government Statistician's Office (QGSO) provides indicative local unemployment data on a semi-regular basis. The most recent data available suggests that there has been a significant improvement (of around 2%) in the local unemployment rate compared to the Queensland average since March 2023 as below:

Figure 11 Unemployment rate^(a), Somerset (R) LGA and Queensland



(a) Based on a 4-quarter smoothed series.

Source: Jobs and Skills Australia, *Small Area Labour Markets*, various editions

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.

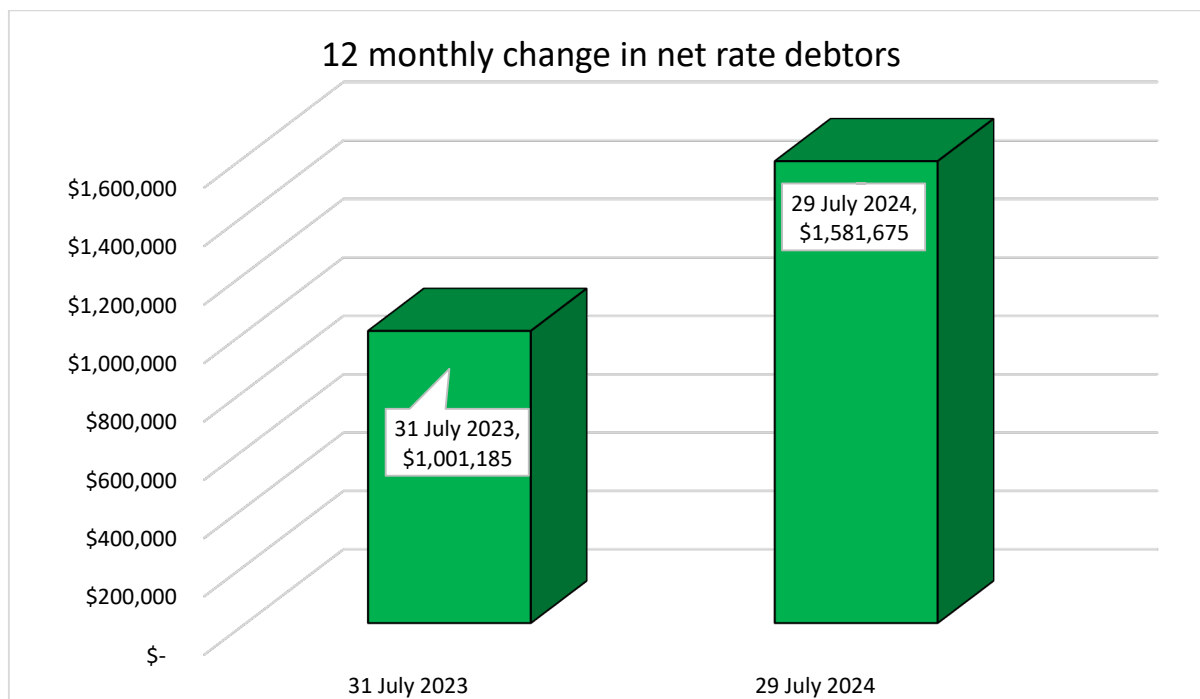
An investment summary is attached detailing interest earnings from Queensland Treasury Corporation (QTC) cash fund and other sources. Council's key long-term investment strategy has been to maintain interest-bearing credit facilities totalling \$53.8 million to Urban Utilities (UU) which helps fund vital 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 3.65%. Interest rates on the UU facilities are reviewed annually by QTC based on a rate resetting formula.

Interest revenue for FY2025 is budgeted at \$342 on average for every rateable property in Somerset, assisting Council to provide the lowest possible rates and charges to residents.

Rates

Council issues rate notices each six months. The following chart shows that the total rate debtors has increased in comparison to the previous year:



Council issued 27 notices of intention to sell land for overdue rates or charges on 10 and 16 May 2024. Council officers are working with owners and their mortgagees to collect overdue amounts while avoiding sales where possible.

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 (\$)
Scrub Creek (flood repairs) DM01671Ch1670-Ch1850	815	
Gregors Creek Rd (flood repairs) DM01502Ch2120-Ch2170	256	
Braeburn Rd (flood repairs) DM01374Ch170-Ch190	219	
Mahons Rd (flood repairs) DM07877Ch5910-Ch5950	115	
Rohlmanns Rd (flood repairs) DM04101Ch2650-Ch2650	106	
Mahons Rd (flood repairs) DM07878Ch6030-Ch6100	106	
Glamorgan Vale Rd (flood repairs) DM00956Ch3620-Ch3620	92	
Vernor Rd (flood repairs) DM08748Ch52-Ch600	73	134
Glamorgan Vale Rd (flood repairs) DM06782Ch1900-Ch1960	67	1115
Borgan Rd (flood repairs) DM08667Ch60-Ch180	65	539
Maronghi Creek Rd (flood repairs) DM07788Ch2680-Ch2750	64	914
Mount Kilcoy Rd (flood repairs) DM03712Ch4430-Ch4431	63	
Mount Beppo Rd (flood repairs) DM05458Ch10826-Ch10827	63	
Monsildale Rd (flood repairs) DM02682Ch11500-Ch11560	61	1024
Mount Beppo Rd (flood repairs) DM05455Ch11718-Ch11719	55	
Monsildale Rd (flood repairs) DM02668Ch10985-Ch11130	54	372
Mt Beppo Rd (flood repairs) DM05416Ch10506-Ch10507	52	
Greinkes Lane (flood repairs) DM05415Ch279-Ch280	52	
Voights Rd (flood repairs) DM01037Ch2024-Ch2040	41	
Titmarsh Crt (flood repairs) DM06172Ch180-Ch220	39	984

Mount Byron Rd (gravel) Mtc14466m	38	
Mount Beppo Rd (flood repairs) DM05418Ch10036-Ch10037	38	
Wernowskis Rd (flood repairs) DM06406Ch408-Ch428	35	1,754
Monsildale Rd(flood repairs) DM02595Ch21680-Ch21740	35	
Coopers Lane (flood repairs) DM03468Ch8-Ch9	35	
Petrea Rd (gravel) Mtc1847m	35	
Bellthorpe Park Rd (flood repairs) DM08160Ch0-Ch2680	35	13
Glamorgan Vale Rd (flood repairs) DM06809Ch5080-Ch5135	34	620
Monsildale Rd (flood repairs) DM02565Ch28640-Ch28670	34	1,117
Monsildale Rd (flood repairs) DM02756Ch20-Ch70	31	611
Subtotal (\$000's)	2,808	

Special road maintenance/ renewal

In addition to ordinary bitumen road maintenance and flood repairs, expenditure on resealing of bitumen roads is budgeted for FY2025 at \$1.9M. Resealing is a necessary part of the ongoing cost of managing the sealed road network.

Attachments

Financial reports and payment listings

Recommendation

THAT Council receive the financial reports for 1 July 2024 to 29 July 2024 and the report on payments processed from 20 June 2024 to 25 July 2024 totalling \$26,710,721.94 and that the contents be noted.

Somerset Regional Council

Monthly financial report - Basis of accounting

The accompanying financial report is prepared pursuant to section 204 of the *Local Government Regulation 2012*.

Section 204 does not require the adoption of Australian Accounting Standards.

Council aims to meet legal requirements in the preparation of monthly financial reports to enable an assessment of the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month.

In doing so, because Council carries out annual assessments of certain accounts, the monthly balances of these accounts are based on known information only that is cost-effective to collect, assess and/or calculate at the time of preparation of the monthly financial report.

These annual assessments are reflected in Council's trial balance and other financial records only at the time of their calculation.

Council does not consider that the benefits of calculating the balances of these accounts on a monthly basis would exceed the costs of obtaining relevant data and making these calculations.

Council further does not consider that estimating the balances of these accounts on a monthly basis would necessarily provide useful information to readers.

Audited annual financial statements are available on Council's website at <https://www.somerset.qld.gov.au/your-council/annual-reports>.

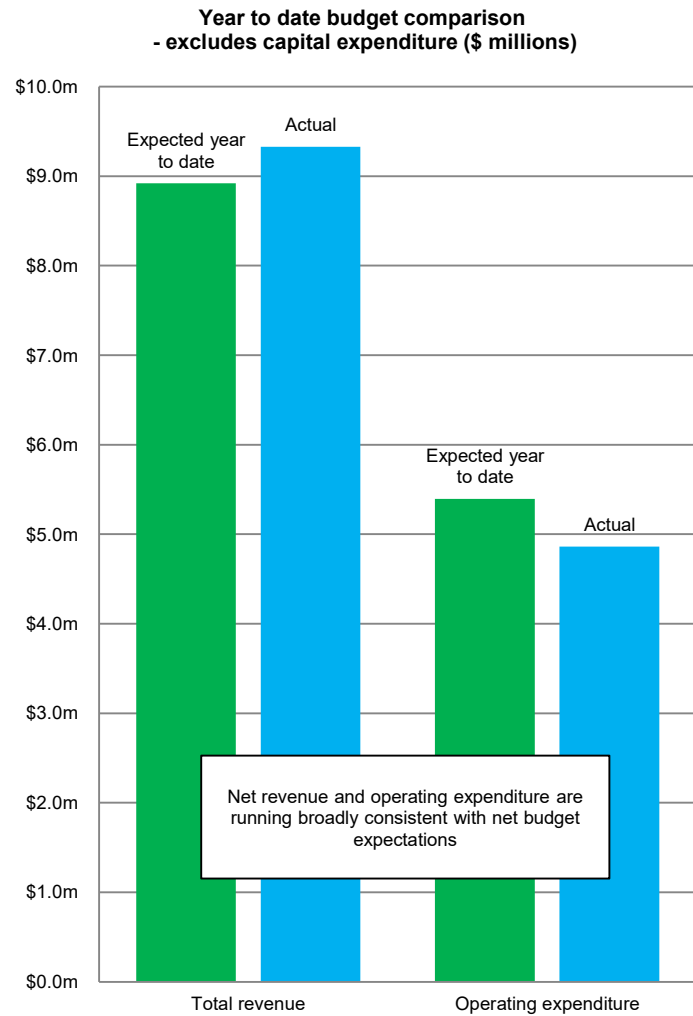
The accounts where these annual assessments are made, include, but are not limited to:

- Accruals
- Contract balances
- Depreciation and amortisation
- Equity accounted investments
- Leases
- Long service leave provision
- Prepayments
- Property, plant and equipment capitalisation and valuations
- Provisions for land restoration

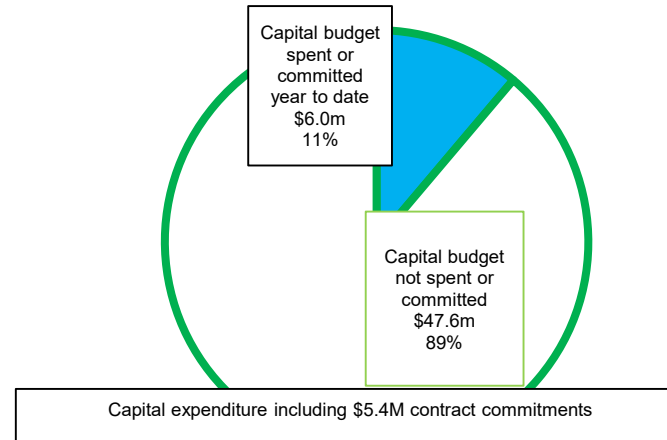
Operating and capital financial summary - please read in conjunction with Basis of Accounting

Period 1 July 2024 to 29 July 2024

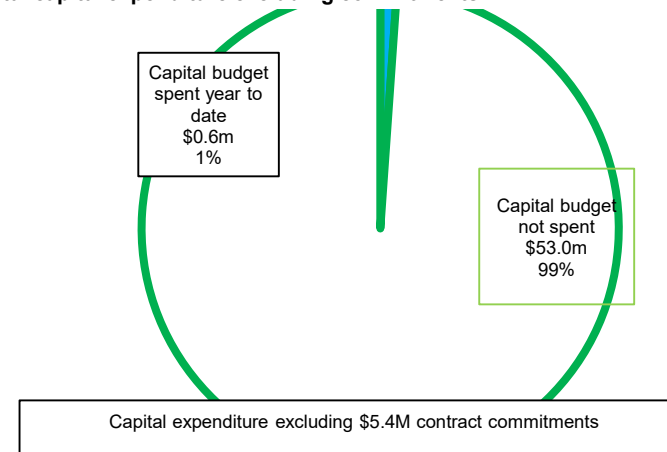
Percentage of year completed = 8%



Total capital expenditure and commitments



Total capital expenditure excluding commitments



Somerset Regional Council
Operating results
Period 1 July 2024 to 29 July 2024

Unaudited - for internal purposes only - please read in conjunction with Basis of Accounting

	Budget (\$000's)	Expected year to date (\$000's)	Actual (\$000's)	Variance (\$000's) - favourable/ (unfavourable)	Comment
OPERATING PROGRAMS	31,550	3,525	4,468	943	
Total revenue	86,084	8,919	9,329	410	0%
Capital grants and subsidies	32,164	4,071	4,131	60	\$8.8M cash is held in unacquitted grants for projects not yet finalised
Operating revenues	53,921	4,848	5,198	350	1%
Operating grants and subsidies	5,590	4,218	4,062	(156)	FY25 Financial Assistance Grant was 85% prepaid in July 2024
Other revenue	2,432	38	44	6	
Nett rates and charges	34,059	(2)	4	6	
Interest earned	4,191	306	549	243	
Contributions from developers and others	-	-	-	-	
Profit/ (loss) on disposal of non-current assets	-	-	-	-	
Dividend/ tax equivalent - UU	2,179	46	150	104	
Fees and charges	1,984	180	207	27	
Contract works revenue	3,486	61	182	121	
Operating expenditure	54,535	5,393	4,861	532	1%
Labour, plant and materials - operating purposes	42,410	4,460	3,850	610	
Depreciation (interim)	12,125	933	1,011	(78)	

SOMERSET REGIONAL COUNCIL

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Period elapsed - 8%

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		Revenue or (cost)	Revenue or (cost)	Revenue or (cost)	Favourable (Unfavourable)	
Detailed cost centres						
4000-0001	CORPORATE AND COMMUNITY	(7,304)	(1,135)	(1,123)	12	Within expected limits
4000-0002	CORPORATE SUPPORT	(2,934)	(682)	(841)	(159)	Within expected limits
4056-1000	Sundry Income	2		1	1	
4058-1000	Qld Govt Agency Program revenue	113				
4110-2000	Corporate labour costs	(1,492)	(115)	(108)	7	
4120-2000	Corporate costs other than labour	(482)	(37)	(13)	24	
4121-2000	Insurance - property/ public liability	(395)	(395)	(373)	22	
4124-2000	Subscriptions	(77)	(77)	(74)	3	
4130-2000	Corporate buildings repairs and maintenance	(36)	(3)	(1)	2	
4760-2000	Operating costs - information technology	(615)	(47)	(273)	(226)	
4710-2000	Hardware - information technology	(102)	(8)		8	
4999-2000	Internal cost allocations	149				
4508-0002	SOMERSET CIVIC CENTRE	(590)	(45)	(37)	8	Within expected limits
4508-1000	Esk Somerset Civic Centre revenue	40	3		(3)	
4508-2000	Esk Somerset Civic Centre operations	(630)	(48)	(37)	11	
4300-0002	LIBRARIES	(1,140)	(88)	(95)	(7)	Within expected limits
4320-1000	Grant for library book purchases	126	10		(10)	
4320-2000	Purchase of new library books	(126)	(10)		10	
4355-2000	Other operating expenses - libraries	(173)	(13)	(5)	8	
4325-1000	Library operational grants	12	1		(1)	
4325-2000	Library operational grant expenditure	(9)	(1)	(2)	(1)	
4330-1000	Sundry Income - libraries					
4365-2000	Repairs and maintenance expenses - libraries	(64)	(5)	(5)		
4350-2000	Labour costs - libraries	(906)	(70)	(83)	(13)	
4565-1000	COUNCIL PROPERTIES - Income	380	29	41	12	Within expected limits
4565-1000	Coominya refuse and recycling facility	4				
4515-1000	Esk (Farm Supplies Shed) Neilsen Place	43	3	4	1	
4541-1000	Esk Motorola Tower Lakeview Park					
4522-1000	Esk Racecourse Showgrounds	2		1	1	
4561-1000	Fernvale billboard/ Fernvale sports park users	11	1		(1)	
4547-1000	Fernvale Campdraft Grounds	5				
4558-1000	Fernvale communications tower sites	73	6	12	6	
4543-1000	Fernvale Community Hall	7	1		(1)	
4534-1000	Fernvale Futures Complex	2		1	1	
4566-1000	Fernvale UU lease - L99 CC3429 - Ferny Gully	1				
4514-1000	Grazing Rights - various rural properties	28	2	9	7	
4578-1000	Kilcoy communications tower site	9	1		(1)	
4594-1000	Kilcoy Information Centre/ Healthy Land and Water lease	12	1	1		
4582-1000	Kilcoy Memorial Hall	11	1	1		
4586-1000	Kilcoy Motocross Club	2				
4575-1000	Kilcoy Showgrounds	84	6	7	1	
4579-1000	Kilcoy Yowie Park concessions (eg food vans)	2				
4532-1000	Lowood Enterprise Centre	28	2	2		
4533-1000	Railway Corridor Land - various locations	8	1		(1)	
4505-1000	Railway Street Lowood - various business premises	20	2		(2)	
4530-1000	Somerset Dam Coronation Hall - hire charges	15	1	3	2	
4512-1000	Tennis Clubs	3				
4567-1000	Wivenhoe Pocket NBN lease	12	1		(1)	
4500-0002	COUNCIL PROPERTIES - Expenditure	(602)	(45)	(21)	24	Within expected limits
4520-2000	Buildings on railway land	(1)				
4530-2000	Coronation Hall Somerset Dam	(47)	(4)		4	
4504-2000	Esk racecourse showground	(50)	(4)	(2)	2	
4524-2000	Esk Heap Street former fire station	(3)				
4548-2000	Fernvale campdraft grounds	(26)	(2)	(1)	1	
4543-2000	Fernvale community hall	(28)	(2)	(1)	1	
4559-2000	Fernvale PCYC	(161)	(12)		12	
4585-2000	Kay Avery Place Kilcoy	(10)	(1)		1	
4583-2000	Kilcoy Memorial Hall	(27)	(2)	(1)	1	
4576-2000	Kilcoy racecourse showgrounds	(111)	(9)	(6)	3	
4578-2000	Kilcoy sports centre operations - indoor	(94)	(7)	(7)		
4580-2000	Kilcoy sports centre operations - Hopetoun fields	(14)	(1)	(2)	(1)	
4595-2000	Lowood Community Centre Peace St	(1)				
4523-2000	Lowood Recreation Complex	(7)	(1)		1	
7347-2000	Lowood Telstra Site	(1)				
4511-2000	Lowood Walters Street building (former SES)	(1)				
4509-2000	Old Lowood library building (hub)	(1)				
4560-2000	Repairs & maintenance - rental properties	(3)				

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4587-2000	Sheepstation Hall site	(1)				
4528-2000	Storage building - 82 Ipswich St Esk costs	(0)				
4538-2000	Tennis assets	(6)		(1)	(1)	
4536-2000	Toogoolawah gym	(4)				
4506-2000	Toogoolawah old water treatment plant	(6)				
4600-0002	COMMUNITY/ CULTURE/ RECREATION	(1,505)	(236)	(114)	122	Within expected limits
4605-1000	Grants - social services program - ongoing	274				
4662-1000	Grants - social services program - once off			5	5	
4680-2000	Youth development program - expenditure	(149)	(11)	(6)	5	
4660-2000	Operating expenses - social services program	(175)	(13)	(40)	(27)	
4663-2000	Localised Mental Health Initiative Costs					
4662-2000	Grant Expenses Dept of Communities					
4615-1000	Community recovery officer - grant	300				
4615-2000	Community recovery officer - expenditure	(149)	(11)	(1)	10	
4596-1000	Community Wellness Hubs					
4610-1000	Grants - Regional Arts Devel Fund - grants received			60	60	
4610-2000	Grants - Regional Arts Devel Fund - payments	(40)	(3)	(2)	1	
4620-1000	Condensery grants - various revenue					
4657-2000	Condensery grants - various expenditure			(3)	(3)	
4557-2000	Toogoolawah Condensery/ gallery	(374)	(29)	(19)	10	
4650-2000	Grants to community groups (CAG)	(183)	(14)	(14)		
4568-1000	Mayoral Gala Ball 2023 revenue					
4568-2000	Mayoral Gala Ball 2023 expenditure					
4645-2000	Donations from Mayoral Charity Ball Fund					
4607-1000	Qld Remembers grants					
4607-2000	Qld Remembers expenditure					
4651-2000	Recreation reserves operating expenses	(3)				
4616-1000	Mountain to Mountain capital funding					
4673-1000	Sporting Recurrent Grants - Other					
7340-2000	Swimming pool operations	(454)	(35)	(26)	9	
4665-2000	Sport and recreation program	(441)	(34)	(30)	4	
4667-1000	Somerset Rail Trail Classic - revenue	14				
4674-2000	Somerset Rail Trail Classic - expenditure	(83)	(83)	(38)	45	
4672-2000	Sport+Recn Participant Program costs	(45)	(3)		3	
	MARKETING AND PROMOTION	(914)	(69)	(56)	13	Within expected limits
4555-2000	Esk Visitor Information Centre	(94)	(7)	(11)	(4)	
4556-2000	Fernvale Visitor Information Centre	(233)	(18)	(17)	1	
4554-2000	Kilcoy Visitor Information Centre	(243)	(19)	(15)	4	
4570-1000	Promotions revenue					
4570-2000	Promotions - other expenses	(308)	(24)	(13)	11	
4655-1000	Australia Day Community Grant					
4653-2000	Australia Day costs	(20)				
4652-2000	Community events and celebrations	(16)	(1)		1	
5000-0002	PROGRAM - HUMAN RESOURCES/ CUSTOMER SERVICE	(3,194)	(246)	(154)	92	Within expected limits
5003-1000	Grants Traineeships	120	9	1	(8)	
5110-2000	Labour costs/ customer service	(977)	(75)	(74)	1	
5150-2000	Labour costs/ human resources	(1,115)	(86)	(69)	17	
5160-2000	Other expenses - human resources	(343)	(26)	(2)	24	
4140-2000	Fringe Benefits Tax	(116)	(9)		9	
5161-2000	Personal protective items	(169)	(13)		13	
5170-2000	Staff training	(595)	(46)	(10)	36	
6000-0001	PROGRAM - FINANCE	38,989	4,492	4,836	344	Within expected limits
6105-1000	General rates	31,771		(4)	(4)	
6115-1000	Internal rates	(125)				
6125-1000	Interest on rates and charges	210				
6135-1000	Discount on general rates	(4,124)		1	1	
6107-1000	Change of ownership fees	89				
6108-1000	Ex - gratia Treasury payments (SEQWater rates)	1,757				
4051-1000	State Govt Emergency Management Levy retention	47				
6116-2000	State Govt Emergency Management Levy expense	(32)				
6145-1000	State pensioner rate subsidy			5	5	
6147-1000	Council pensioner rate subsidy	(2)	(2)		2	
4060-1000	Property search fee revenue	391	30	26	(4)	
6205-1000	Financial assistance grants	4,914	4,177	3,983	(194)	
6279-1000	Interest income	3,981	306	549	243	
6280-1000	Share of profit - Urban Utilities	1,579				
6281-1000	Urban Utilities tax equivalent receipts	600	46	150	104	
6450-2000	Labour costs/ finance	(1,796)	(138)	(156)	(18)	

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6520-2000	State valuations + other operating	(285)	(22)	(3)	19	
4455-2000	Stores operations	(25)	(2)		2	
6530-2000	Audit	(155)	(12)		12	
6601-2000	Merchant fees/ bank charges	(80)	(6)	2	8	
6625-2000	Bad & doubtful debts	(6)				
6805-2000	Annual leave	(1,656)	(127)	(138)	(11)	
6815-2000	Long service leave	(396)	(30)	(33)	(3)	
6820-2000	Public holidays	(801)				
6825-2000	Superannuation	(2,379)	(183)	(253)	(70)	
6810-2000	Sick leave	(704)	(54)	(50)	4	
6813-2000	Severance/ other			(1)	(1)	
6830-2000	Work Cover insurance and costs	(410)				
6835-2000	Pay Adjustments - Backpay					
6840-2000	Wet weather	(116)	(9)	(14)	(5)	
6845-2000	Floating plant & loose tools	(61)	(5)	(4)	1	
6998-2000	Employee oncost recoveries	6,803	523	776	253	
7000-0001	PROGRAM - OPERATIONS	9,452	946	1,354	408	Within expected limits
7000-0002	DISASTER MANAGEMENT	857	(19)	(19)	0	Within expected limits
7005-1000	SES operating grants	22	22		(22)	
7010-1000	SES capital grants	1,000		23	23	
7033-1000	Get Ready Queensland funding	15				
7027-1000	Flood study grants					
7028-2000	Flood study expenditure/upgrade flood warning software					
7031-1000	DFRA BushfireRecoveryProgram 2020					
7033-2000	Get Ready Queensland expenditure	(15)				
6136-1000	Council SES levy revenue	442				
4036-1000	Rural fire levy revenue	310				
4036-2000	Contributions to rural fire brigades	(310)				
7044-2000	Bushfire expenditure	(10)	(1)		1	
7034-2000	Other disaster management expenses	(454)	(35)	(42)	(7)	
7036-2000	SES plant and equipment internal hire	(80)				
7040-2000	Other operating expenses - SES	(63)	(5)		5	
7100-0001	ENGINEERING OFFICE	10,653	(956)	(997)	(41)	Within expected limits
7106-1000	Grant - Roads to Recovery	988				
7110-1000	Grant - Preparing Australian Communities Program	3,546				Funded job not completed
7111-1000	Grant - Regional Roads/ TIDS	650				Funded job not completed
7104-1000	SEQ City Deal Liveability Fund	1,660				Funded job not completed
7108-1000	BVRT Queensland Government DTMR Grant					
7116-1000	Competitive Bridges Renewal Program funding	5,000				Funded job not completed
7115-1000	Competitive Heavy Vehicle Safety & Productivity Program	6,147				Funded job not completed
7121-1000	Local Roads & Community Infrastructure grants #3					
7030-1000	Competitive Risk Resilience Grants - culverts					
7113-1000	Local Roads & Community Infrastructure grants #4	1,558				Funded job not completed
7118-1000	Principal Cycle Network funding					
7024-1000	Local Economic Recovery program grants					
7123-1000	SEQ community Stimulus Program non competitive	1,400				Funded job not completed
7132-1000	Competitive SEQCSP EskCrowsNest-Tmba Boundary	688				Funded job not completed
7133-1000	Competitive SEQCSP Lwd-MindnRd MindenVillage					
7134-1000	Competitive SEQCSP LwdPool - safe & fun for everyone					
7109-1000	MIIF grant Fvale Sports Park Irrigation	250				Funded job not completed
7139-1000	Disaster Ready Fund	994				
7107-1000	Black Summer Bushfire Recovery Competitive Grants					
4614-1000	LGGSP - Rooftop solar installations stage 2			37	37	Funded job not completed
7565-1000	RecoveryResilienceGrant SRC0084.2122					
7127-1000	Cash Contributions Developers					
7150-2000	Labour costs - engineering office	(2,066)	(159)	(182)	(23)	
7160-2000	Other operating expenses - engineering	(122)	(9)	(5)	4	
7415-2000	Operating expenses - depots	(177)	(14)	(8)	6	
7299-2000	Maintenance internal transfers	202				
7170-2000	Depreciation - roads	(6,845)	(527)	(570)	(43)	
7171-2000	Depreciation - underground drains	(426)	(33)	(36)	(3)	
7172-2000	Depreciation - bridges	(1,057)	(81)	(88)	(7)	
7173-2000	Depreciation - paths	(523)	(40)	(44)	(4)	
7180-2000	Depreciation - other buildings	(1,215)	(93)	(101)	(8)	
7200-0002	MAINTENANCE	(2,275)	2,278	2,721	443	Within expected limits
7200-0003	Road street and bridge maintenance	692	2,541	2,685	144	Within expected limits
7220-2000	Street maintenance	(1,100)	(85)	(100)	(15)	
7270-2000	Rural road maintenance	(6,288)	(484)	(322)	162	

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7561-1000	Flood restoration - grants	8,283	4,071	4,071		Council expects to be fully reimbursed for flood restoration expenditure As above
7569-2000	Flood restoration - expenditure		(946)	(946)		
7230-2000	Footpaths and bikeways maintenance	(119)	(9)	(17)	(8)	
7360-2000	Gravel operations (own roads) - nett (cost) or recovery			(1)	(1)	
7310-2000	Bridge maintenance	(84)	(6)		6	
7320-0003	Town and village facilities	(3,438)	(210)	(185)	25	Within expected limits
7330-2000	Town stewardship/ parks and gardens	(2,077)	(160)	(124)	36	
7333-2000	Maintenance - public conveniences	(462)	(36)	(26)	10	
7210-2000	Street lighting	(299)	(23)	(26)	(3)	
7346-1000	Maintenance rail corridor land - income	60	60		(60)	
7825-1000	Cemetery revenue	194	15	13	(2)	
7870-2000	Cemetery expenditure	(332)	(26)	(16)	10	
7321-2000	Water supplied to council	(264)	(20)		20	
7322-2000	Sewerage services to council	(157)	(12)		12	
7336-2000	Vandalism	(50)	(4)	(5)	(1)	
7337-2000	CCTV operations	(24)	(2)		2	
7345-2000	Maintenance of skate parks	(25)	(2)	(1)	1	
7400-0003	Workshop and depots	471	(53)	221	274	Within expected limits
7425-1000	Fuel rebates	105				
7416-2000	Two Way Radio Site Rental Costs	(4)				
7430-2000	Depreciation - plant	(1,483)	(114)	(124)	(10)	
7429-2000	Depreciation - Lease Right Of Use Assets	(335)	(26)	(28)	(2)	
7437-2000	Lease Interest	(163)	(13)		13	
7435-2000	Vehicle leasing and plant hire			(40)	(40)	
7431-2000	Tyres and batteries	(120)	(9)	(6)	3	
7432-2000	Registration	(88)	(88)		88	
7433-2000	Workshop wages	(653)	(50)	(66)	(16)	
7434-2000	Fuel and oil	(1,110)	(85)	(46)	39	
7436-2000	Parts and outside labour	(453)	(35)	(22)	13	
7449-2000	Internal plant recoveries	4,775	367	553	186	
7500-0002	RECOVERABLE WORKS	534	0	94	94	
7510-1000	Main Roads maintenance - revenue	3,419		160	160	
7560-2000	Main Roads maintenance - expenditure	(2,882)		(86)	(86)	
7556-1000	Main Roads capital works - revenue					
7556-2000	Main Roads capital works - expenditure					
7530-1000	Recoverable works revenue - other	7	1	22	21	
7580-2000	Recoverable works costs - other	(10)	(1)	(2)	(1)	
7900-0002	WASTE MANAGEMENT	(318)	(357)	(445)	(88)	Within expected limits
7905-1000	Garbage charges	4,663				
7925-1000	Waste fees - domestic waste	30	2	2		
7926-1000	Waste fees - commercial waste	1				
7927-1000	Waste income - recycling	80	6		(4)	
7942-2000	State Waste Levy	(288)	(22)	71	93	
7940-2000	Operating expenses - waste management	(1,213)	(93)	(292)	(199)	
7939-2000	Waste collection contract portion	(3,005)	(231)	(208)	23	
7943-2000	Depreciation - refuse management	(244)	(19)	(20)	(1)	
7950-2000	Waste Mgt Internal Transfers	(343)				
8000-0001	PROGRAM - PLANNING/ DEVELOPMENT	(4,243)	(324)	(278)	46	Within expected limits
7960-0002	REGULATORY - ENVIRONMENT - HEALTH	(1,477)	(159)	(182)	(23)	Within expected limits
	Regulatory services					
7965-1000	Animal fees		35	35		
7831-1000	Fines - infringement notices	15	1	1		
7980-1000	Kennels amenity special charge	19				
7970-2000	Local laws labour and plant costs	(589)	(45)	(51)	(6)	
7975-2000	Other local laws costs	(55)	(4)	(1)	3	
	Environment					
7840-1000	Environmental levy	1,008				
7844-1000	Other environmental revenue			13	13	
7815-1000	Quickspray hire	3				
8145-2000	Natural resource management	(214)	(16)	(15)	1	
7860-2000	Other operating expenses - health and environment	(11)	(1)		1	
7845-2000	Tree Planting					
7885-2000	Pest management costs	(1,116)	(86)	(112)	(26)	
8171-2000	Other environmental expenditure	(45)	(3)	(11)	(8)	

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7881-2000	Wild animal bounties	(19)	(1)		1	
	Public health					
7809-1000	Domestic water carrier permits	2				
7810-1000	Food hygiene rates	33		2	2	
7818-1000	Other health fees	1				
7805-1000	Grants - health/ immunisation programs					
7855-2000	Labour costs - health and environment	(508)	(39)	(43)	(4)	
8000-0002	ECONOMIC DEVELOPMENT	(485)	(26)	(17)	9	Within expected limits
8051-2000	Lowood development properties	(1)				
8052-2000	Other economic development	(332)	(26)	(5)	21	
7029-1000	EconomicAssistanceDRFA_CRRO - grant	(300)				
7029-2000	EconomicAssistanceDRFA_CRRO - expenditure	149				
8023-1000	DESBT LLER SmallBusinessBoostProgram					
8023-2000	DESBT LLER SmallBusinessBoostProgram			(12)	(12)	
8100-0002	LAND USE PLANNING	(2,300)	(140)	(104)	36	Within expected limits
8120-1000	Fees and charges - planning	661	51	66	15	
8142-2000	Planning scheme amendments	(550)				
7981-1000	Poultry industry inspection special charge	26				
7982-1000	Extractive industry inspection program special charge	38				
8146-2000	Subscriptions	(64)	(5)	(25)	(20)	
8155-2000	Labour costs - planning	(1,581)	(122)	(129)	(7)	
4160-2000	Legal expenses	(700)	(54)	(16)	38	
8156-2000	Planning consultants	(130)	(10)		10	
8200-0002	BUILDING SERVICES	19	1	25	24	Within expected limits
8220-1000	Fees and charges - building	600	46	64	18	
7854-2000	Seqwater - wastewater risk mitigation expenditure					
8255-2000	Labour costs - building	(568)	(44)	(39)	5	
8265-2000	Other operating expenses - building	(13)	(1)		1	
9000-0002	PROGRAM - EXECUTIVE	(2,150)	(207)	(167)	40	Within expected limits
9027-2000	Professional education expenses - Cr Brieschke	(6)	(6)		6	
9037-2000	Professional education expenses - Cr Isidro	(6)	(6)		6	
9038-2000	Professional education expenses - Mayor Wendt	(8)	(8)		8	
9043-2000	Professional education expenses - Cr Hurley	(6)	(6)		6	
9044-2000	Professional education expenses - Cr Jess	(6)	(6)		6	
9045-2000	Professional education expenses - Cr Freese	(6)	(6)		6	
9046-2000	Professional education expenses - Cr Bishop	(6)	(6)		6	
9055-2000	Operating expenses - elected members	(828)	(64)	(74)	(10)	
9065-2000	Labour costs - executive	(1,206)	(93)	(70)	23	
9070-2000	Other operating costs - executive	(72)	(6)	(23)	(17)	

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2024 to 29 July 2024

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Description	Budget (\$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
TOTAL BUILDINGS AND STRUCTURES	5,920	80	2,403	2,483	3,437	Within expectations
Regional - Rapid Logix Spray Data Collection system	30	-	-	-	30	
Regional - SES Upgrades 2324SRCU_SES_Extend Buildings 1	1,000	-	52	52	948 }	
Regional - SES Upgrades 2324SRCU_SES_Extend Buildings 5	-	2	9	11	(11) }	
Solar_LGGSP_Esk Admin Additional coverage	-	-	2	2	(2)	
Esk Lions Park development application process	40	-	-	-	40	
Esk Recreation Grounds additional power supply	20	-	-	-	20	
Fernvale Sports Park - grounds irrigation	690	-	-	-	690	Part-funded under MIIF grant
Fernvale Sports Pk Recycled Water Pipeline	-	-	42	42	(42)	Prior year grant project to be completed this year
Kilcoy Indoor Sports Development Application	-	-	3	3	(3)	
Lowood - Lowood Pool Renewal	-	-	3	3	(3)	
Esk - Esk Admin Roof Repl Eastern End	-	-	2	2	(2)	
Esk Mountain To Mountain Trailhead QLER	-	-	2	2	(2)	
Esk Mount Glen Rock cultural heritage survey	80	-	-	-	80	
Esk Mountain to Mountain trails QLER	-	-	2	2	(2)	
Linville - Ditchman Park Toilets/Showers	-	-	3	3	(3)	
Jimna Landfill Rehabilitation	-	-	46	46	(46)	
Lowood - Greening Lowood Recycle Water Pipe_SEQCSP	1,600	1	1,194	1,195	405	Due December 2024 under funding agreement variation
Stormwater Inspection_Stage5	-	-	3	3	(3)	
Lockyer Water study/ contributions	-	-	58	58	(58)	
Esk Football Grounds Irrigation MIP	-	-	7	7	(7)	
Lowood Recreation Complex MIP upgrades	-	-	323	323	(323)	Grant funded
Lowood Rec Complex Drain Bridge Stabilisation	-	-	19	19	(19)	
Kilcoy CBD Streetscape Design / construction	830	49	12	62	768	
Lowood Futures Stg1 Design Cons	1,130	16	16	32	1,098	
Esk Pipeliner Pk refurbish facilities	300	-	176	176	124	
Rural Stormwater Replace Culverts	-	11	-	11	(11)	
Esk Depot Safety Security Legal Imprv	-	0	10	10	(10)	
Kilcoy Mem Hall Imp Ext Ldg/Bay	-	-	153	153	(153)	Prior year budget of \$400k - \$130k spent in FY2024
Lowood Depot Safety Security Improvements	-	0	10	10	(10)	
Lakeview Pk Shelter Picnic Table	-	-	18	18	(18)	
Fvale Spts Pk Oval Irrig	-	-	39	39	(39)	
Minden Pk Shelters Picnic Tables	-	-	30	30	(30)	
Coominya Amenities Upgrade	200	-	164	164	36	

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2024 to 29 July 2024

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Description	Budget (\$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
Esk, Sandy Creek Crossing	-	1	-	1	(1)	
Toogoolawah Pool Rep Chlorine System to Salt	-	-	4	4	(4)	
TOTAL ROAD Resealing	1,965	85	417	501	1,461	Within expectations
Overall Reseal allocation	1,965	-	-	-	1,965	}
Adelaide St Resealing	-	-	11	11	(11)	}
Alpine Ct Resealing	-	-	1	1	(1)	}
ArababyCreekRd Resealing	-	74	53	127	(127)	}
Argyle Ct Resealing	-	-	5	5	(5)	}
Aspen Dr Resealing	-	-	6	6	(6)	}
Barbour St Resealing	-	-	11	11	(11)	}
Beaumont Rd Resealing	-	-	20	20	(20)	}
Braemore La Resealing	-	-	7	7	(7)	}
Brough Ct Resealing	-	-	13	13	(13)	}
Buaraba CreekRd Resealing	-	-	51	51	(51)	}
Cedar Av Resealing	- -	0	18	18	(18)	}
Cemetery Rd Resealing	-	-	7	7	(7)	}
Chaille Rd Resealing	-	-	3	3	(3)	}
Colinton St Resealing	-	-	7	7	(7)	}
CormackSt Resealing	-	-	5	5	(5)	}
Crest Ct Resealing	- -	0	1	1	(1)	}
DownSt Resealing	-	-	3	3	(3)	}
Dunlop Rd Resealing	-	0	15	15	(15)	}
FrancisTce Esk Resealing	-	-	3	3	(3)	}
Gloucester Ct Resealing	-	-	10	10	(10)	}
Highland St Resealing	-	-	5	5	(5)	}
Huntley Rd Resealing	-	-	11	11	(11)	}
Ivory St Resealing	-	-	9	9	(9)	}
Laurel St Resealing	-	-	2	2	(2)	}
Lowood Works Depot Resealing	-	-	17	17	(17)	}
Maronghi St Resealing	-	-	13	13	(13)	}
McConnel St Resealing	-	-	19	19	(19)	}
MtKilcoyRd Reseal	-	9	-	9	(9)	}
Ostrofskis Rd Resealing	-	-	12	12	(12)	}
Outlook Dr Resealing	-	-	10	10	(10)	}

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2024 to 29 July 2024

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Pine Cr Resealing	-	-	9	9	(9)	}
Royal Dr Resealing	-	-	20	20	(20)	}
Russell St Esk Resealing	-	-	5	5	(5)	}
Sandy Creek Rd Mt Reseal	-	1	-	1	(1)	}
South St Resealing	-	-	10	10	(10)	}
Wallaby Pl Resealing	-	-	1	1	(1)	}
Old Mount Beppo Rd Resealing	-	-	3	3	(3)	}
Pryce St Resealing	-	-	1	1	(1)	}
Wanora Rd Resealing	-	-	23	23	(23)	}
TOTAL ROAD CAPITAL	32,768	413	1,350	1,763	31,005	Within expectations
Banks Creek Rd (Savages crossing upgrade)	-	4	2	6	(6)	Grant funded
Clarendon Rd Rehab and Widen	1,300	-	3	3	1,297	Funded project - TIDS
Bernhagen Ln Lowood Seal Widen	-	-	25	25	(25)	
BVRT New Footpath - Main To Gully	-	-	16	16	(16)	
Esk Crows Nest Seal Extension	-	188	564	751	(751)	Funded project - competitive SEQCSP - due September 2024
GlamorganVale Road widening	-	0	26	26	(26)	
Ivory Creek Rd Seal Widen	3,972	-	-	-	3,972	Funded project - competitive PACP- due 2025 and LRCIP
King St Somerset Dam Widening	-	-	4	4	(4)	
Lowood Minden Rd widening - Litzows-Lukritz	-	-	82	82	(82)	Project completed \$8.4m spent over 2 years
Lowood Minden Road intersection widenings	-	-	5	5	(5)	
Lowood Minden Road - Kisslings Rd	2,130	-	-	-	2,130	Funded project - competitive HVSP - due 2025
Lowood MindenWiden+ Pavement Rehab Zabels Rd North	-	1	38	39	(39)	Funded project - competitive SEQCSP- due September 2024
Main St Lowood Seal Widen+New Kerb	-	22	3	25	(25)	
Main Street Lowood Seal Widening	2,646	-	-	-	2,646	Funded project - competitive PACP - due 2025
Main Street Lowood drainage upgrade	120	-	-	-	120	
Middle St Esk Seal Widen	323	-	-	-	323	
Muckerts La/ McCulkins La Seal Extension	10,003	-	38	38	9,965	Funded project - HVSP - Due 2027
Muckerts Ln widening (Bushfire mitigation)	-	-	208	208	(208)	
Murrumba Rd Renew Culvert	-	3	28	32	(32)	
Patrick Estate Rd culvert	3,741	-	-	-	3,741	Betterment project
Patrick St Seal Widen+NKerb+Footpath	30	-	-	-	30	
Cressbrook St Renew Culvert	150	59	32	91	59	
Dingyarra St underground drain	1,987	-	30	30	1,957	Funded project- competitive Disaster Ready Fund - awaiting funding agreement

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2024 to 29 July 2024

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E Summervilles Rd (Burtons bridge recreation area)	-	4	-	4	(4)	Grant funded
Glamorgan Vale Rd Renew Culvert	-	-	126	126	(126)	
Graham Rd LRCI Widen, kerb and underground drainage	800	6	7	13	787	Funded project - LRCIP - Due June 2025
Gunyah St Widen and kerb	-	-	5	5	(5)	
Highland St Renew PathX	-	1	-	1	(1)	
Litzows Rd Seal Ext	-	10	6	17	(17)	
Prenzlau Rd Wide Rehab	-	-	5	5	(5)	
Railway St Lowood UG drain	-	26	7	33	(33)	
Railway St Lowood NewPath	-	80	40	120	(120)	Prior year budgeted project
Wivenhoe Pocket Rd (Twin bridges recreation area)	-	5	-	5	(5)	Grant funded
Royston St Kcy Pavement Rehab	-	-	2	2	(2)	
Simpson St Fvl Seal Widen+New Kerb	-	-	2	2	(2)	
Toogoolawah Biarra Rd Seal Widen	5,566	-	-	-	5,566	Funded project - competitive PACP - due 2025
Waverley & Sheppards Rd Seal Extenti	-	2	41	44	(44)	Funded project - competitive BSBRP - due December 2024 - \$1M spent over two years
YowieParkRenewFootpath	-	-	5	5	(5)	
TOTAL BRIDGES	11,413	11	290	301	11,112	Within expectations
Buaraba Creek Road Bridge Capex	-	-	2	2	(2)	
Neurum Rd Bridge Capex	6,679	11	288	299	6,380	Funded project - competitive BRP - due 2026
ScrubCreekRdBridgeCapex	4,734	-	-	-	4,734	Funded project - betterment
TOTAL PLANT	1,483	5	931	936	546	Within expectations
Plant changeover	1,483	4	-	4		
EskLakeVwShelter_2022.03p_40y_	-	-	1	1		
TopconPpeLaserLevel_2024.07p_5	-	-	7	7		
LoaderKomatsu_2023.10p_8y_ORDE	-	-	26	26		
UDQuonTruck_2024.0?p_8yr_???	-	-	292	292		
IsuzuFRR_CrewCab_2024.??_8yr_?	-	-	187	187		
IsuzuFRR_CrewCab_2024.??_8yr_?	-	-	187	187		
SESFordRangerDCab4x4_2023.05p	-	0	1	2		
SESFordRangerDCab4x4_2023.05p	-	0	1	2		
4AxeFloatTrailer_2024.??p_8y_	-	-	115	115		
4AxeFloatTrailer_2024.??p_8y_	-	-	115	115		
TOTAL CAPITAL EXPENDITURE	53,549	594	5,392	5,986	47,561	Within expectations

Somerset Regional Council**Balance sheet****As at 29 July 2024**

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	30 June 2024 provisional \$000's	29 July 2024 \$000's	Change
Operating and trust cash to account	28,862	26,856	
Rate debtors	1,894	1,536	
Equity accounted investments	30,726	30,726	
Non-current receivables	53,804	53,804	
Other net assets	448,689	455,520	
Net community assets	563,975	568,442	1%

Somerset Regional Council
Investment report - please read in conjunction with Basis of Accounting
As at 29 July 2024

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 June 2024)	4.62%	\$ 29,685,595
Mayoral Charity Ball account		\$ 59,741
Other cash balances		-\$ 3,889,632
Total operating and trust cash brought to account (unrestricted)		\$ 26,855,704

Urban Utilities credit facility #1	4.54%	\$ 13,804,033
Urban Utilities credit facility #2	3.34%	\$ 40,000,000
Weighted average Urban Utilities interest rate (reviewed each 30 June)*	3.65%	

	Budget	Pro-rata budget	Actual YTD
Rates interest	\$ 209,600	\$ 16,123	\$ -
Year to date interest earnings on investments	\$ 3,981,148	\$ 306,242	\$ 548,554
Total interest revenue	\$ 4,190,748	\$ 322,365	\$ 548,554
Interest earned per rateable property	\$ 342	\$ 26	\$ 45

	State target (minimum)	Actual YTD
Unrestricted cash expense ratio	4	6

Line	Creditor	Payment including GST	Comments
1	BROWN CONTRACTORS	\$ 1,340,821	Contract Infrastructure/Road Works/ Plant Hire - ref E000702
2	SILVERSTRAND DEVELOPMENTS PTY LTD	\$ 1,221,478	Civil Construction Services - ref E000700
3	CPM GROUP PTY LTD	\$ 939,468	Flood Restoration Contract Services - ref E000989
4	SILVERSTRAND DEVELOPMENTS PTY LTD	\$ 896,532	Civil Construction Services - ref E000848
5	A & M CIVIL CONTRACTING P/L	\$ 782,594	Contract Road, Bridge, Trail & Park Construction, Maintenance Services/ Materials - ref E000707
6	BROWN CONTRACTORS	\$ 780,338	Contract Infrastructure/Road Works/ Plant Hire - ref E000701
7	A & M CIVIL CONTRACTING P/L	\$ 777,697	Contract Road, Bridge, Trail & Park Construction, Maintenance Services/ Materials - ref E000852
8	BROWN CONTRACTORS	\$ 626,392	Contract Infrastructure/Road Works/ Plant Hire - ref E000855
9	KARREMAN GROUP	\$ 544,874	Road Making Material/ Services - ref E000839
10	CASH	\$ 518,962	Payroll Transaction - ref 1CASH02
11	CASH	\$ 509,593	Payroll Transaction - ref 1CASH01
12	A & M CIVIL CONTRACTING P/L	\$ 383,675	Contract Road, Bridge, Trail & Park Construction, Maintenance Services/ Materials - ref E000840
13	WESTERN TRUCK GROUP P/L	\$ 361,313	Purchase Of Water Truck - ref E000754
14	QUEENSLAND LOCAL GOVERNMENT	\$ 341,380	Public Liability / Professional Indemnity Insurance - ref E000847
15	DURACK CIVIL PTY LTD	\$ 322,076	Contract Infrastructure/Road Works/ Plant Hire - ref E000891
16	NAB BUSINESS VISA	\$ 317,595	Credit Card Purchases - ref 45444
17	KOMATSU AUSTRALIA PTY LTD	\$ 303,336	Purchase Of Wheel Loader - ref E000874
18	RPQ SPRAY SEAL PTY LTD	\$ 296,870	Road Sealing Material/ Services - ref E000746
19	SILVERSTRAND DEVELOPMENTS PTY LTD	\$ 270,823	Civil Construction Services - ref E000955
20	QLD FIRE AND EMERGENCY SERVICES	\$ 269,435	State Government Emergency Management Levy Contributions - ref E000833
21	IPSWICH WASTE SERVICES	\$ 242,295	Kerbside Waste And Other Services - ref E000815
22	A & M CIVIL CONTRACTING P/L	\$ 228,356	Contract Road, Bridge, Trail & Park Construction, Maintenance Services/ Materials - ref E000803
23	ELECTORAL COMMISSION OF QLD	\$ 199,814	Mandatory Electoral Roll Contribution - ref E000721
24	KARREMAN GROUP	\$ 198,512	Road Making Material/ Services - ref E000730
25	VALLEY WASTE WATER	\$ 182,300	Waste Water System Maintenance/ Installation - ref E000753
26	GHD PTY LTD	\$ 164,759	Asset Design, Assessment, Project Management Services - ref E000804
27	A & M CIVIL CONTRACTING P/L	\$ 153,151	Contract Road, Bridge, Trail & Park Construction, Maintenance Services/ Materials - ref E000892
28	ATO DIRECT CREDIT ACCOUNT	\$ 152,937	Payroll Transactions - ref 1ATOPAY0
29	ACQUIRED AWARENESS TRAFFIC	\$ 149,735	Traffic Control Equipment/ Services - ref E000894
30	ATO DIRECT CREDIT ACCOUNT	\$ 149,351	Payroll Transactions - ref 1ATOPAY0
31	ACQUIRED AWARENESS TRAFFIC	\$ 148,555	Traffic Control Equipment/ Services - ref E000704
32	HATCH PTY LTD	\$ 142,643	Consulting Engineer Services - ref E000932
33	RPQ SPRAY SEAL PTY LTD	\$ 121,887	Road Sealing Material/ Services - ref E000953
34	GENENG SOLUTIONS PTY LTD	\$ 120,588	Engineering Consultancy - ref E000726
35	DULLYS DESIGNER HOMES PTY LTD	\$ 119,366	Plant Hire/ Building Services - ref E000916
36	KING & COMPANY SOLICITORS	\$ 117,590	Legal Services - ref E000776
37	LOCAL GOVERNMENT ASSOCIATION	\$ 115,424	Lgaq Annual Membership - ref E000969
38	BROWN CONTRACTORS	\$ 102,410	Contract Infrastructure/Road Works/ Plant Hire - ref E000890
39	DEPARTMENT OF ENVIRONMENT &	\$ 96,512	State Waste Levy - ref E000914
40	BRISBANE VALLEY HIRE &	\$ 85,827	Plant Hire & Consumables - ref E000974
41	BRISBANE VALLEY HIRE &	\$ 82,644	Plant Hire & Consumables - ref E000713
42	DANIEL BANDITT	\$ 82,549	Building Services - ref E000910
43	PAYCLEAR	\$ 82,353	Superannuation Contributions - ref SGL PY1P
44	GRI ROAD SERVICES PTY LTD	\$ 80,967	Traffic Furniture/ Services - ref E000756
45	PAYCLEAR	\$ 78,739	Superannuation Contributions - ref SGL PY1P
46	DANIEL BANDITT	\$ 75,924	Building Services - ref E000764
47	GHD PTY LTD	\$ 70,955	Asset Design, Assessment, Project Management Services - ref E000841
48	SCOTTISH PACIFIC	\$ 70,136	Plant Hire/ Road Making Materials - ref E000870
49	BELLWETHER CONSULTING	\$ 66,070	Engineering Consultancy - ref E000900
50	SAM'S TREE SERVICES	\$ 62,920	Vegetation Management Services - ref E000747
51	GENENG SOLUTIONS PTY LTD	\$ 59,822	Engineering Consultancy - ref E000926
52	SHEPHERD SERVICES PTY LTD	\$ 58,717	Engineering/ Asset Management Services/ Equipment - ref E000783
53	KARREMAN GROUP	\$ 51,630	Road Making Material/ Services - ref E000885
54	CITY OF MORETON BAY COUNCIL	\$ 49,332	Woodford Kilcoy Rail Trail Grant - ref E000777
55	DEPARTMENT OF INDUSTRY, SCIENCE	\$ 46,456	Return Of Unspent Grant - ref E000861
56	PACIFIC PETROLEUM P/L	\$ 43,652	Fuel - ref E000826
57	MT MARROW BLUE METAL	\$ 42,637	Road Making Materials - ref E000791
58	GAT HAULAGE PTY LTD	\$ 40,284	Plant Hire - ref E000925
59	BRACALBA QUARRY	\$ 39,204	Road Making Material/ Services - ref E000902
60	TOTAL BUILDING MAINTENANCE	\$ 38,278	Town Steward Services - ref E000966
61	CONPLANT PTY LTD	\$ 37,268	Plant Hire/ Mechanical Parts/ Repairs - ref E000717
62	INFINITY WORKWEAR & SAFETY	\$ 36,808	Uniforms - ref E000773
63	ORIGIN ENERGY	\$ 36,566	Electricity Supply - ref E000944
64	GRI ROAD SERVICES PTY LTD	\$ 36,025	Traffic Furniture/ Services - ref E000930
65	GAT HAULAGE PTY LTD	\$ 35,762	Plant Hire - ref E000725
66	A & M CIVIL CONTRACTING P/L	\$ 34,992	Contract Road, Bridge, Trail & Park Construction, Maintenance Services/ Materials - ref E000988
67	BENNETT & BENNETT GROUP	\$ 34,210	Surveying Services - ref E000901
68	CIVICA PTY LIMITED	\$ 33,758	Business/ Asset Systems Software Services - ref E000886
69	HATCH PTY LTD	\$ 32,788	Consulting Engineer Services - ref E000867
70	BP AUSTRALIA PTY LTD	\$ 32,205	Fuel - ref 13274604
Total largest 70 external payments		\$ 16,370,915	
Total payments		\$ 26,710,722	

TRNDATE	REF	NAME	Detail	Amount
20-Jun-24	E000700	SILVERSTRAND DEVELOPMENTS PTY LTD	CIVIL CONSTRUCTION SERVICES	1,221,477.75
20-Jun-24	E000701	BROWN CONTRACTORS	CONTRACT INFRASTRUCTURE/ROAD WORKS/ PLANT HIRE	780,338.48
21-Jun-24	E000702	BROWN CONTRACTORS	CONTRACT INFRASTRUCTURE/ROAD WORKS/ PLANT HIRE	1,340,820.62
25-Jun-24	E000703	ACADEMY PRINTING	PRINTING SERVICES	2,200.00
25-Jun-24	E000704	ACQUIRED AWARENESS TRAFFIC	TRAFFIC CONTROL EQUIPMENT/ SERVICES	148,555.24
25-Jun-24	E000705	ADVANCED CLEANING	CLEANING SERVICES	24,223.26
25-Jun-24	E000706	AEC GROUP PTY LTD	ECONOMIC CONSULTANCY	10,521.50
25-Jun-24	E000707	A & M CIVIL CONTRACTING P/L	CONTRACT ROAD, BRIDGE, TRAIL & PARK CONSTRUCTION, MAINTENANCE SERVICES/ MATERIALS	782,594.19
25-Jun-24	E000708	ATLAS EVENTS PTY LTD	SPORTING EVENT SERVICES	18,150.00
25-Jun-24	E000709	AUSTSPRAY ENVIRONMENTAL	VEGETATION MANAGEMENT SERVICES	3,058.47
25-Jun-24	E000710	AUTOMATIC GATES & DOORS P/L	GOODS/ SERVICES FOR AUTOMATIC DOORS/ GATES	4,790.50
25-Jun-24	E000711	BUDGET CAR AND TRUCK RENTAL	CAR RENTALS	1,958.79
25-Jun-24	E000712	BUDGET TURF	TURF	7,700.00
25-Jun-24	E000713	BRISBANE VALLEY HIRE &	PLANT HIRE & CONSUMABLES	82,643.57
25-Jun-24	E000714	CAMS TIPPING PTY LTD	PLANT HIRE	2,750.00
25-Jun-24	E000715	COAST & COUNTRY BUSES	BUS HIRE	508.20
25-Jun-24	E000716	CONNOR JACKSON ELECTRICAL P/L	ELECTRICAL SERVICES	275.00
25-Jun-24	E000717	CONPLANT PTY LTD	PLANT HIRE/ MECHANICAL PARTS/ REPAIRS	37,268.00
25-Jun-24	E000718	DATACOM INFORMATION	LIBRARY SOFTWARE	18,040.00
25-Jun-24	E000719	DAYS FOR GIRLS AUSTRALIA LTD	COMMUNITY ASSISTANCE GRANT	2,389.20
25-Jun-24	E000720		BOND REFUND CORONATION HALL	537.00
25-Jun-24	E000721	ELECTORAL COMMISSION OF QLD	MANDATORY ELECTORAL ROLL CONTRIBUTION	199,814.00
25-Jun-24	E000722	ESK COMMUNITY CHOIR INC	TICKET SALES ESK CIVIC CENTRE	853.87
25-Jun-24	E000723	ESK PLUMBING & DRAINAGE	PLUMBING SERVICES	2,563.00
25-Jun-24	E000724		BOND REFUND ESK SHOWGROUND	740.00
25-Jun-24	E000725	GAT HAULAGE PTY LTD	PLANT HIRE	35,762.10
25-Jun-24	E000726	GENENG SOLUTIONS PTY LTD	ENGINEERING CONSULTANCY	120,587.51
25-Jun-24	E000727	GRAHAM RICHARDSON	ARCHITECTURAL SERVICES	5,885.00
25-Jun-24	E000728	HOLDING REDLICH	LEGAL SERVICES	1,267.20
25-Jun-24	E000729		EXPENSE REIMBURSEMENT	307.93
25-Jun-24	E000730	KARREMAN GROUP	ROAD MAKING MATERIAL/ SERVICES	198,511.78
25-Jun-24	E000731	KING & COMPANY SOLICITORS	LEGAL SERVICES	21,040.25
25-Jun-24	E000732	LANDMARK PRODUCTS PTY LTD	BUILDING SERVICES/ PRODUCTS	23,463.00
25-Jun-24	E000733	LET THERE BE LIGHT ELECTRICAL	ELECTRICAL SERVICES	6,530.21
25-Jun-24	E000734	LINK LOGIC PTY LTD	STORAGE & LOGISTICS - SOMERSET	
25-Jun-24	E000735	LIONS CLUB OF LOWOOD INC	TOURISM BROCHURE	984.36
25-Jun-24	E000736	LOCKYER LOCKS	COMMUNITY ASSISTANCE GRANT	2,500.00
25-Jun-24	E000737	LV ELECTRICAL CONTRACTING	LOCKSMITH SERVICES	1,137.00
25-Jun-24	E000738	LOUISE R MAYHEW	SOLAR/ ELECTRICAL SERVICES	12,022.99
25-Jun-24	E000739	NAOMI MCKENZIE	ARTS EVENT SERVICES	723.80
25-Jun-24	E000740	O'KEEFE ELECTRICS	EVENT ENTERTAINMENT SERVICES	1,288.00
25-Jun-24	E000741	ONF SURVEYORS	ELECTRICAL SERVICES	216.60
25-Jun-24	E000742	WJ & AJ OXENFORD	SURVEYING/ PLANNING SERVICES	13,936.70
25-Jun-24	E000743	QLEAVE	FODDER	138.00
25-Jun-24	E000744	RDH INTEGRATION SERVICES	QLEAVE LEVY - CONSTRUCTION PROJECTS	18,245.00
25-Jun-24	E000745	RECOLLECT LTD	CCTV/ SECURITY/ ELECTRICAL SERVICES	2,124.20
25-Jun-24	E000746	RPQ SPRAY SEAL PTY LTD	LIBRARY SOFTWARE	9,000.00
25-Jun-24	E000747	SAM'S TREE SERVICES	ROAD SEALING MATERIAL/ SERVICES	296,869.55
25-Jun-24	E000748	SOMERSET BOBCAT & EXCAVATOR	VEGETATION MANAGEMENT SERVICES	62,920.00
25-Jun-24	E000749	SOMERSET LIQUID WASTE	PLANT HIRE	8,075.00
25-Jun-24	E000750	SOURCE MEDIA	SEPTIC SERVICES	1,283.10
25-Jun-24	E000751	SOUTHERN QUEENSLAND	PHOTOGRAPHY/ VIDEO SERVICES	1,666.50
25-Jun-24	E000752	TELSTRA LIMITED	REGIONAL PROMOTION SERVICES	2,200.00
25-Jun-24	E000753	VALLEY WASTE WATER	TELECOMMUNICATIONS SERVICES	4,697.89
25-Jun-24	E000754	WESTERN TRUCK GROUP P/L	WASTE WATER SYSTEM MAINTENANCE/ INSTALLATION	182,300.00
26-Jun-24	E000755		PURCHASE OF WATER TRUCK	361,312.70
27-Jun-24	E000756	GRI ROAD SERVICES PTY LTD	BOND REFUND	1,000.00
2-Jul-24	E000757	AEC GROUP PTY LTD	TRAFFIC FURNITURE/ SERVICES	80,967.06
2-Jul-24	E000758	AURORA INFORMATION	ECONOMIC CONSULTANCY	9,526.00
2-Jul-24	E000759	AUSTRALIAN ENERGY SYSTEMS P/L	SOFTWARE SUPPORT - LIBRARIES	17,129.01
2-Jul-24	E000760	AUTOMATIC GATES & DOORS P/L	SPECIALIST ELECTRICAL SERVICES	1,130.00
2-Jul-24	E000761	BRIDGESTONE AUSTRALIA LTD	GOODS/ SERVICES FOR AUTOMATIC DOORS/ GATES	4,790.50
2-Jul-24	E000762		TYRES/ SERVICES/ MECHANICAL PARTS	18,798.07
2-Jul-24	E000763	CONNOR JACKSON ELECTRICAL P/L	Cancelled Payment	Cancelled
2-Jul-24	E000764	DANIEL BANDITT	ELECTRICAL SERVICES	1,292.50
			BUILDING SERVICES	75,924.31

TRNDATE	REF	NAME	Detail	Amount
2-Jul-24	E000765	ESK PLUMBING & DRAINAGE	PLUMBING SERVICES	935.00
2-Jul-24	E000766		Cancelled Payment	Cancelled
2-Jul-24	E000767	EYE SPY SECURITY QLD PTY LTD	SECURITY/ ALARM/ CCTV SYSTEM SERVICES	430.21
2-Jul-24	E000768	FELICITY MADEN	FLOWERS	60.00
2-Jul-24	E000769	GOLDEN FINCH LAWNS	TURF	6,501.00
2-Jul-24	E000770	SANDRA HOOK	EVENT ENTERTAINMENT SERVICES	500.00
2-Jul-24	E000771	HYDRO VISION PTY LTD	PLUMBING SERVICES/ PRODUCTS	4,400.00
2-Jul-24	E000772	IN CAHOOTS CO P/L	ARTS WEBSITES	2,650.73
2-Jul-24	E000773	INFINITY WORKWEAR & SAFETY	UNIFORMS	36,807.85
2-Jul-24	E000774	JOHN PRESTON SPECIAL EVENTS	EVENT ENTERTAINMENT	4,935.00
2-Jul-24	E000775	KEV BUTLER PLUMBING	PLUMBING SERVICES	5,946.51
2-Jul-24	E000776	KING & COMPANY SOLICITORS	LEGAL SERVICES	117,590.00
2-Jul-24	E000777	CITY OF MORETON BAY COUNCIL	WOODFORD KILCOY RAIL TRAIL GRANT	49,331.70
2-Jul-24	E000778	ELIZABETH JANE NICHOLSON	ARTS EVENT SERVICES	350.00
2-Jul-24	E000779	PEAK SERVICES PTY LTD	ROOFTOP SOLAR PROJECT/ HR ASSISTANCE	5,777.48
2-Jul-24	E000780	ON DEMAND PLUMBING & GAS P/L	PLUMBING SERVICES	150.00
2-Jul-24	E000781	PREMIER SPORTS & LEISURE P/L	SPORTING SURFACES	3,071.31
2-Jul-24	E000782	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	1,768.00
2-Jul-24	E000783	SHEPHERD SERVICES PTY LTD	ENGINEERING/ ASSET MANAGEMENT	
2-Jul-24	E000784		SERVICES/ EQUIPMENT	58,716.90
2-Jul-24	E000785	SUMMERLANDS MEDICAL PTY LTD	Cancelled Payment	Cancelled
2-Jul-24	E000786		TESTING SERVICES	852.94
2-Jul-24	E000787		Cancelled Payment	Cancelled
2-Jul-24	E000788		Cancelled Payment	Cancelled
2-Jul-24	E000789	BENJAMIN TUPAS	Cancelled Payment	Cancelled
2-Jul-24	E000790	LEANNE VINCENT	ARTS EVENT SERVICES	1,410.00
2-Jul-24	E000791	MT MARROW BLUE METAL	ARTS EVENT SERVICES	430.00
2-Jul-24	E000792	CHRISTENSENS BUS & COACH	ROAD MAKING MATERIALS	42,637.32
2-Jul-24	E000793		BUS HIRE	990.00
2-Jul-24	E000794	KIM SIMMONS	Cancelled Payment	Cancelled
2-Jul-24	E000795		ARTS EVENT SERVICES	500.00
2-Jul-24	E000796		Cancelled Payment	Cancelled
2-Jul-24	E000797		Cancelled Payment	Cancelled
2-Jul-24	E000798	ESK PASTORAL AGRICULTURAL &	COMMUNITY ASSISTANCE GRANT	1,650.00
2-Jul-24	E000799	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	3,638.00
2-Jul-24	E000800	TELSTRA CORPORATION LIMITED	CHANGES/ RELOCATION OF TELSTRA	
2-Jul-24	E000801	TOOGOOLOWAH & DISTRICT	ASSETS	3,587.13
2-Jul-24	E000802	TOOGOOLOWAH KINDERGARTEN	VENUE HIRE/ CATERING/ OTHER SERVICES	200.00
2-Jul-24	E000803	A & M CIVIL CONTRACTING P/L	COMMUNITY ASSISTANCE GRANT	5,500.00
8-Jul-24	E000804	GHD PTY LTD	CONTRACT ROAD, BRIDGE, TRAIL & PARK	
8-Jul-24	E000805	MT MARROW BLUE METAL	CONSTRUCTION, MAINTENANCE SERVICES/	
9-Jul-24	E000806	AUSCOAST FIRE SERVICES P/L	MATERIALS	228,355.91
9-Jul-24	E000807	BV SECURITY SERVICES (QLD) P/L	ASSET DESIGN, ASSESSMENT, PROJECT	
9-Jul-24	E000808	CARE4ESK INC	MANAGEMENT SERVICES	164,759.47
9-Jul-24	E000809	DANIEL BANDITT	ROAD MAKING MATERIALS	17,620.95
9-Jul-24	E000810	DINKY D'S EVENTS	FIRE PREVENTION SERVICES	16,130.61
9-Jul-24	E000811	SHELL ENERGY RETAIL PTY LTD	SECURITY SERVICES	12,446.50
9-Jul-24	E000812	ESK JOCKEY CLUB	COMMUNITY ASSISTANCE GRANT	805.19
9-Jul-24	E000813	ESK PLUMBING & DRAINAGE	BUILDING SERVICES	8,486.55
9-Jul-24	E000814	GAT HAULAGE PTY LTD	EVENT ENTERTAINMENT SERVICES	1,155.00
9-Jul-24	E000815	IPSWICH WASTE SERVICES	ELECTRICITY SUPPLIES INCLUDING	
9-Jul-24	E000816	KILCOY RACE CLUB	STREETLIGHTING	26,587.11
9-Jul-24	E000817	KING & COMPANY SOLICITORS	SPONSORSHIP	1,100.00
9-Jul-24	E000818	LET THERE BE LIGHT ELECTRICAL	PLUMBING SERVICES	715.00
9-Jul-24	E000819	LINK LOGIC PTY LTD	PLANT HIRE	6,413.55
9-Jul-24	E000820	KAINE DIVERSE GROUP PTY LTD	KERBSIDE WASTE AND OTHER SERVICES	242,294.52
9-Jul-24	E000821	MCINNES WILSON LAWYERS PTY LTD	CLEANING SERVICES	3,601.04
9-Jul-24	E000822	MERETE MEGARRITY	LEGAL SERVICES	29,221.50
9-Jul-24	E000823	DEB MOSTERT	ELECTRICAL SERVICES	14,819.87
9-Jul-24	E000824	ORIGIN ENERGY	STORAGE & LOGISTICS - SOMERSET	
9-Jul-24	E000825	PACIFIC PETROLEUM P/L	TOURISM BROCHURE	635.27
9-Jul-24	E000826	RB & MD PEARCE	WASTE MANAGEMENT SERVICES	11,429.34
9-Jul-24	E000827	THE PLANNING PRACTICE PTY LTD	LEGAL SERVICES	6,600.00
9-Jul-24	E000828	ON DEMAND PLUMBING & GAS P/L	ARTS EVENT SERVICES	500.00
9-Jul-24	E000829		ARTS EVENT SERVICES	5,835.70
9-Jul-24	E000830		BOND REFUND	310.00
9-Jul-24	E000831		ELECTRICITY SUPPLY	219.74
9-Jul-24	E000832		FUEL	43,652.33
9-Jul-24	E000833		BUS HIRE	1,430.00
9-Jul-24	E000834		PLANNING CONSULTANCY	8,580.00
9-Jul-24	E000835		PLUMBING SERVICES	187.50
9-Jul-24	E000836		BOND REFUND	310.00

TRNDATE	REF	NAME	Detail	Amount
9-Jul-24	E000831		BOND REFUND	537.00
9-Jul-24	E000832	QCWA BRANCH ESK	VENUE HIRE	210.00
9-Jul-24	E000833	QLD FIRE AND EMERGENCY SERVICES	STATE GOVERNMENT EMERGENCY MANAGEMENT LEVY CONTRIBUTIONS	269,435.29
9-Jul-24	E000834	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	680.37
9-Jul-24	E000835	SAM'S TREE SERVICES	VEGETATION MANAGEMENT SERVICES	4,840.00
9-Jul-24	E000836	CRESSBROOK NEWS	NEWSPAPERS/ STATIONERY	241.87
9-Jul-24	E000837	YOWIE COURIERS	FREIGHT SERVICES	99.20
9-Jul-24	E000838		BOND REFUND	310.00
9-Jul-24	E000839	KARREMAN GROUP	ROAD MAKING MATERIAL/ SERVICES	544,874.27
12-Jul-24	E000840	A & M CIVIL CONTRACTING P/L	CONTRACT ROAD, BRIDGE, TRAIL & PARK CONSTRUCTION, MAINTENANCE SERVICES/ MATERIALS	383,675.26
12-Jul-24	E000841	GHD PTY LTD	ASSET DESIGN, ASSESSMENT, PROJECT MANAGEMENT SERVICES	70,955.45
12-Jul-24	E000842	HIT PRODUCTIONS PTY LTD	EVENT ENTERTAINMENT SERVICES	10,725.00
12-Jul-24	E000843	KERB NATION PTY LTD	CONCRETE PRODUCTS/ SERVICES	7,218.20
12-Jul-24	E000844	MT MARROW BLUE METAL	ROAD MAKING MATERIALS	2,066.02
12-Jul-24	E000845	COOKED BY JP	CATERING SERVICES	2,190.00
12-Jul-24	E000846	PROJEX PARTNERS PTY LTD	ENGINEERING SERVICES	589.88
12-Jul-24	E000847	QUEENSLAND LOCAL GOVERNMENT SILVERSTRAND DEVELOPMENTS PTY LTD	PUBLIC LIABILITY / PROFESSIONAL INDEMNITY INSURANCE	341,379.83
12-Jul-24	E000848		CIVIL CONSTRUCTION SERVICES	896,532.25
16-Jul-24	E000849	ACADEMY PRINTING	PRINTING SERVICES	935.00
16-Jul-24	E000850	WORLEY CONSULTING PTY LTD	FLOOD CONSULTANCY	10,560.00
16-Jul-24	E000851	AEC GROUP PTY LTD	ECONOMIC CONSULTANCY	4,763.00
16-Jul-24	E000852	A & M CIVIL CONTRACTING P/L	CONTRACT ROAD, BRIDGE, TRAIL & PARK CONSTRUCTION, MAINTENANCE SERVICES/ MATERIALS	777,696.59
16-Jul-24	E000853	BARRIER GROUP PTY LTD	FENCING PRODUCTS/ SERVICES	29,315.00
16-Jul-24	E000854	BLUE DOGS SPORTS PTY LTD	PROMOTIONAL PRODUCTS	2,409.00
16-Jul-24	E000855	BROWN CONTRACTORS	CONTRACT INFRASTRUCTURE/ROAD WORKS/ PLANT HIRE	626,391.84
16-Jul-24	E000856	BUDGET CAR AND TRUCK RENTAL	CAR RENTALS	2,029.93
16-Jul-24	E000857	BRISBANE VALLEY FARM SUPPLIES	CONSUMABLES	167.20
16-Jul-24	E000858		REFUND DEPOSIT CIVIC CENTRE	1,000.00
16-Jul-24	E000859	CIVICA PTY LIMITED	TRAINING SERVICES	2,396.90
16-Jul-24	E000860	CONNOR JACKSON ELECTRICAL P/L	ELECTRICAL SERVICES	2,541.00
16-Jul-24	E000861	DEPARTMENT OF INDUSTRY, SCIENCE	RETURN OF UNSPENT GRANT	46,456.00
16-Jul-24	E000862	WILLIAM HOWARD EDMUNDS	RADF GRANT	6,784.00
16-Jul-24	E000863		BOND REFUND	740.00
16-Jul-24	E000864	ESK PLUMBING & DRAINAGE	PLUMBING SERVICES	2,244.00
16-Jul-24	E000865	FRIENDS OF STONEHOUSE -	RADF GRANT	10,485.00
16-Jul-24	E000866	GRANTGURU PTY LTD	SOFTWARE MAINTENANCE	5,390.00
16-Jul-24	E000867	HATCH PTY LTD	CONSULTING ENGINEER SERVICES	32,787.70
16-Jul-24	E000868	HOLDING REDLICH	LEGAL SERVICES	2,481.60
16-Jul-24	E000869	AUSTRALIAN FACTORING GROUP P/L	(ON BEHALF OF IRONJACK TRUST) VEGETATION MANAGEMENT	23,320.00
16-Jul-24	E000870	SCOTTISH PACIFIC	PLANT HIRE/ ROAD MAKING MATERIALS	70,136.35
16-Jul-24	E000871	JUST SPORTS N FITNESS	POOL MANAGEMENT SERVICES	17,545.00
16-Jul-24	E000872	KILCOY GOLF CLUB INC	COMMUNITY ASSISTANCE GRANT	3,104.95
16-Jul-24	E000873	KING & COMPANY SOLICITORS	LEGAL SERVICES	6,094.00
16-Jul-24	E000874	KOMATSU AUSTRALIA PTY LTD	PURCHASE OF WHEEL LOADER	303,336.00
16-Jul-24	E000875	LYNCH AUDIT PTY LTD	INDEPENDENT CHAIR AUDIT COMMITTEE	1,353.00
16-Jul-24	E000876	NAOMI MCKENZIE	EVENT ENTERTAINMENT SERVICES	1,981.65
16-Jul-24	E000877	ONF SURVEYORS	SURVEYING/ PLANNING SERVICES	15,344.07
16-Jul-24	E000878		REFUND DUPLICATE PAYMENT DA25045	1,272.00
16-Jul-24	E000879	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	1,670.00
16-Jul-24	E000880	RED CHAIR PTY LTD	EVENT ENTERTAINMENT SERVICES	1,375.00
16-Jul-24	E000881	STIHL SHOP ESK	MECHANICAL PARTS/ REPAIRS/ TOOLS	2,300.85
16-Jul-24	E000882	TARAMPA SMASH REPAIRS	VEHICLE REPAIR	5,966.05
16-Jul-24	E000883	DIGITAL JUNGLE P/L	AUDIO VISUAL SERVICES AND EQUIPMENT	2,716.75
16-Jul-24	E000884	NICHOLAS JAMES JONES	EVENT ENTERTAINMENT SERVICES	5,931.20
16-Jul-24	E000885	KARREMAN GROUP	ROAD MAKING MATERIAL/ SERVICES	51,630.34
17-Jul-24	E000886	CIVICA PTY LIMITED	BUSINESS/ ASSET SYSTEMS SOFTWARE SERVICES	33,757.90
17-Jul-24	E000887	CONTOUR CONSULTING	PLANNING CONSULTANCY	5,696.74
17-Jul-24	E000888	ISENTIA PTY LTD	MEDIA MONITORING SERVICES	15,048.00
17-Jul-24	E000889	KAY DEE PROMOTIONS	EVENT ENTERTAINMENT SERVICES	3,300.00
18-Jul-24	E000890	BROWN CONTRACTORS	CONTRACT INFRASTRUCTURE/ROAD WORKS/ PLANT HIRE	102,410.00
18-Jul-24	E000891	DURACK CIVIL PTY LTD	CONTRACT INFRASTRUCTURE/ROAD WORKS/ PLANT HIRE	322,076.29

TRNDATE	REF	NAME	Detail	Amount
18-Jul-24	E000892	A & M CIVIL CONTRACTING P/L	CONTRACT ROAD, BRIDGE, TRAIL & PARK CONSTRUCTION, MAINTENANCE SERVICES/ MATERIALS	153,151.00
22-Jul-24	E000893	AARC ENVIRONMENTAL SOLUTIONS PTY LTD	ACOUSTIC CONSULTANCY SERVICES	5,354.25
22-Jul-24	E000894	ACQUIRED AWARENESS TRAFFIC	TRAFFIC CONTROL EQUIPMENT/ SERVICES	149,734.56
22-Jul-24	E000895	ADVANCED CLEANING	CLEANING SERVICES	24,502.04
22-Jul-24	E000896	ATC WILLIAMS PTY LTD	ENGINEERING CONSULTANCY	13,200.00
22-Jul-24	E000897	AUSCOAST FIRE SERVICES P/L	FIRE PREVENTION SERVICES	1,845.80
22-Jul-24	E000898	AUSTRALIAN HEIGHT SAFETY	SAFE ROAD ACCESS AUDIT	12,100.00
22-Jul-24	E000899	AUSTSPRAY ENVIRONMENTAL	VEGETATION MANAGEMENT SERVICES	10,351.15
22-Jul-24	E000900	BELLWETHER CONSULTING	ENGINEERING CONSULTANCY	66,069.85
22-Jul-24	E000901	BENNETT & BENNETT GROUP	SURVEYING SERVICES	34,210.00
22-Jul-24	E000902	BRACALBA QUARRY	ROAD MAKING MATERIAL/ SERVICES	39,203.61
22-Jul-24	E000903	BRISBANE VALLEY RATTTLERS	EVENT SERVICES	850.00
22-Jul-24	E000904	CAMS TIPPING PTY LTD	PLANT HIRE	1,450.00
22-Jul-24	E000905	DBC MECHANICAL SERVICES	VEHICLE TRANSPORT SERVICES	330.00
22-Jul-24	E000906	CARA-ANN SIMPSON	ARTS EVENT SERVICES	2,816.70
22-Jul-24	E000907	CASTROL AUSTRALIA PTY LIMITED	LUBRICANTS/ MECHANICAL FLUIDS	8,551.88
22-Jul-24	E000908	PRECAST CIVIL INDUSTRIES P/L	CONCRETE PRODUCTS/ SERVICES	4,011.70
22-Jul-24	E000909	CONPLANT PTY LTD	PLANT HIRE/ MECHANICAL PARTS/ REPAIRS	28,028.28
22-Jul-24	E000910	DANIEL BANDITT	BUILDING SERVICES	82,548.98
22-Jul-24	E000911	DATA # 3 LIMITED	SOFTWARE/ HARDWARE / ICT CONSUMABLES	26,455.88
22-Jul-24	E000912	DATACOM SYSTEMS (AU) PTY LTD	ICT GOODS/ SERVICES	11,163.24
22-Jul-24	E000913	ZARTISHA DAVIS	ARTS EVENT SERVICES	1,650.00
22-Jul-24	E000914	DEPARTMENT OF ENVIRONMENT &	STATE WASTE LEVY	96,511.80
22-Jul-24	E000915	DOUGLAS PARTNERS PTY LTD	GEOTECHNICAL CONSULTANCY	5,786.00
22-Jul-24	E000916	DULLYS DESIGNER HOMES PTY LTD	PLANT HIRE/ BUILDING SERVICES	119,366.02
22-Jul-24	E000917	ECOSURE PTY LTD	PLANNING CONSULTANCY/ VEGETATION MAINTENANCE	13,400.20
22-Jul-24	E000918	ELT RUBBER PTY LTD	TYRE DISPOSAL SERVICES	5,053.40
22-Jul-24	E000919	ENGNY	ENGINEERING CONSULTANCY	5,302.00
22-Jul-24	E000920	SHELL ENERGY RETAIL PTY LTD	ELECTRICITY SUPPLIES INCLUDING STREETLIGHTING	2,399.95
22-Jul-24	E000921	ESK PLUMBING & DRAINAGE	PLUMBING SERVICES	517.00
22-Jul-24	E000922	GREGORY MARK EVA	BUILDING SERVICES	1,485.00
22-Jul-24	E000923	EZYQUIP HIRE PTY LTD	PLANT HIRE	4,015.00
22-Jul-24	E000924	FERNVALE PRODUCE	METAL PRODUCTS	3,950.00
22-Jul-24	E000925	GAT HAULAGE PTY LTD	PLANT HIRE	40,284.20
22-Jul-24	E000926	GENENG SOLUTIONS PTY LTD	ENGINEERING CONSULTANCY	59,821.75
22-Jul-24	E000927	GEOFABRICS AUSTRALASIA PTY LTD	GEOFABRIC PRODUCTS	5,852.00
22-Jul-24	E000928	GHD PTY LTD	ASSET DESIGN, ASSESSMENT, PROJECT MANAGEMENT SERVICES	3,977.60
22-Jul-24	E000929	GREENRIDGE PRESS PTY LTD	PRINTING SERVICES	406.00
22-Jul-24	E000930	GRI ROAD SERVICES PTY LTD	TRAFFIC FURNITURE/ SERVICES	36,025.33
22-Jul-24	E000931	GTC ENTERPRISES PTY LTD ATF	CONCRETE PRODUCTS/ SERVICES	13,606.79
22-Jul-24	E000932	HATCH PTY LTD	CONSULTING ENGINEER SERVICES	142,642.50
22-Jul-24	E000933	HEALTHY LAND AND WATER LTD	MEMBER CONTRIBUTIONS	12,485.00
22-Jul-24	E000934	JR & SS HENDERSON	CLEANING SERVICES	3,182.19
22-Jul-24	E000935	HOLCIM AUSTRALIA PTY LIMITED	CONCRETE PRODUCTS	3,230.96
22-Jul-24	E000936	INERTIA ENGINEERING P/L	ENGINEERING CONSULTANCY SERVICES	968.00
22-Jul-24	E000937	IRONJACK RECYCLING	VEGETATION MANAGEMENT SERVICES	3,062.40
22-Jul-24	E000938	KING & COMPANY SOLICITORS	LEGAL SERVICES	12,468.50
22-Jul-24	E000939	LANDMARK PRODUCTS PTY LTD	BUILDING SERVICES/ PRODUCTS	22,187.00
22-Jul-24	E000940	LET THERE BE LIGHT ELECTRICAL	ELECTRICAL SERVICES	2,127.27
22-Jul-24	E000941	MASTER HIRE PTY LTD	PLANT & EQUIPMENT HIRE	8,373.08
22-Jul-24	E000942	MERETE MEGARRITY	ARTS EVENT SERVICES	280.00
22-Jul-24	E000943	O'CONNOR MARSDEN &	INTERNAL AUDIT SERVICES	12,020.80
22-Jul-24	E000944	ORIGIN ENERGY	ELECTRICITY SUPPLY	36,565.59
22-Jul-24	E000945	PEAK SERVICES PTY LTD	AFTER HOURS CUSTOMER SERVICE/ INDUSTRIAL SERVICES	1,031.00
22-Jul-24	E000946	PICNIC SOCIETY	CATERING SERVICES	1,128.60
22-Jul-24	E000947	PINION ADVISORY	ENGINEERING SERVICES	4,977.50
22-Jul-24	E000948	PSA CONSULTING	PLANNING CONSULTANCY SERVICES	4,613.40
22-Jul-24	E000949	QCWA BRANCH ESK	COMMUNITY ASSISTANCE GRANT	3,500.00
22-Jul-24	E000950	QLD FAUNA CONSULTANCY PTY LTD	FAUNA MANAGEMENT SERVICES	616.00
22-Jul-24	E000951	QLD POLICE-CITIZENS YOUTH	FERNVALE PCYC OPERATIONS	10,416.67
22-Jul-24	E000952	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	10,049.78
22-Jul-24	E000953	RPQ SPRAY SEAL PTY LTD	ROAD SEALING MATERIAL/ SERVICES	121,887.35
22-Jul-24	E000954	S.E.T. PAINTING & CONTRACTING	PAINTING / MISCELLANEOUS BUILDING SERVICES	7,648.30
22-Jul-24	E000955	SILVERSTRAND DEVELOPMENTS PTY LTD	CIVIL CONSTRUCTION SERVICES	270,823.14

TRNDATE	REF	NAME	Detail	Amount
22-Jul-24	E000956	SKYLINE LANDSCAPE	VEGETATION MANAGEMENT SERVICES	2,356.20
22-Jul-24	E000957	SOMERSET BOBCAT & EXCAVATOR	PLANT HIRE	7,362.50
22-Jul-24	E000958	SOMERSET HEALTH AND FITNESS	SPORTS FACILITY MANAGEMENT SERVICES	13,995.78
22-Jul-24	E000959	SOMERSET LIQUID WASTE	SEPTIC SERVICES	1,492.95
22-Jul-24	E000960	SPECIALISED PAVEMENT	STREET SWEEPING SERVICES	11,450.18
22-Jul-24	E000961	STANMORE HORTICULTURAL	NURSERY PRODUCTS	284.90
22-Jul-24	E000962	STORMBIRDS ORGANISATIONAL	COMMUNICATIONS SERVICES	9,900.00
22-Jul-24	E000963		OVERPAYMENT REFUND	338.00
22-Jul-24	E000964	TARAMPA SMASH REPAIRS	VEHICLE REPAIR	7,468.65
			ACTIVE & HEALTHY SOMERSET PROGRAM	
22-Jul-24	E000965	TOOGOOLOWAH GOLF CLUB INC	SERVICES	750.00
22-Jul-24	E000966	TOTAL BUILDING MAINTENANCE	TOWN STEWARD SERVICES	38,278.35
22-Jul-24	E000967	KIM WRIGHT	EVENT ENTERTAINMENT SERVICES	800.00
22-Jul-24	E000968	HY-TEC INDUSTRIES (QLD) PTY LTD	CONCRETE PRODUCTS	11,650.98
22-Jul-24	E000969	LOCAL GOVERNMENT ASSOCIATION	LGAQ ANNUAL MEMBERSHIP	115,424.00
23-Jul-24	E000970	BASE ZERO	EVENT HIRE ITEMS	922.50
23-Jul-24	E000971	BJM AIR-CONDITIONING &	AIRCONDITIONING/ ELECTRICAL SERVICES	2,200.00
23-Jul-24	E000972	BRACALBA QUARRY	ROAD MAKING MATERIAL/ SERVICES	6,388.65
23-Jul-24	E000973	BUDGET CAR AND TRUCK RENTAL	CAR RENTALS	939.83
23-Jul-24	E000974	BRISBANE VALLEY HIRE &	PLANT HIRE & CONSUMABLES	85,827.49
23-Jul-24	E000975	BV SECURITY SERVICES (QLD) P/L	SECURITY SERVICES	2,486.00
23-Jul-24	E000976	CONNOR JACKSON ELECTRICAL P/L	ELECTRICAL SERVICES	173.80
23-Jul-24	E000977	DOWNER EDI WORKS PTY LTD	ROAD MAKING MATERIALS	28,695.70
23-Jul-24	E000978	DRIVE QUEENSLAND	REGIONAL PROMOTION SERVICES	858.00
23-Jul-24	E000979	KARREMAN GROUP	ROAD MAKING MATERIAL/ SERVICES	13,622.72
			STORAGE & LOGISTICS - SOMERSET	
23-Jul-24	E000980	LINK LOGIC PTY LTD	TOURISM BROCHURE	809.44
23-Jul-24	E000981		BOND REFUND	441.00
23-Jul-24	E000982	APTELLA PTY LTD	PLANT HIRE & CONSUMABLES	13,090.00
23-Jul-24	E000983	SKYTRUST	HUMAN RESOURCES/SAFETY SOFTWARE	933.90
23-Jul-24	E000984	TELSTRA LIMITED	TELECOMMUNICATIONS SERVICES	4,055.49
23-Jul-24	E000985	VALMONT COATINGS	METAL PRODUCTS AND SERVICES	796.95
23-Jul-24	E000986	LEANNE VINCENT	ARTS EVENT SERVICES	440.00
23-Jul-24	E000987	CHRISTINE ELLEN WENZEL	CLEANING SERVICES	198.00
			CONTRACT ROAD, BRIDGE, TRAIL & PARK	
			CONSTRUCTION, MAINTENANCE SERVICES/	
25-Jul-24	E000988	A & M CIVIL CONTRACTING P/L	MATERIALS	34,992.04
25-Jul-24	E000989	CPM GROUP PTY LTD	FLOOD RESTORATION CONTRACT SERVICES	939,467.65
25-Jul-24	E000990	HOLDING REDLICH	LEGAL SERVICES	940.86
25-Jul-24	E000991	SOMERSET LIQUID WASTE	SEPTIC SERVICES	691.90
5-Jul-24	EML30624	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	69.20
28-Jun-24	INFRA-20	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	774,558.73
3-Jul-24	INVEST 3	QUEENSLAND TREASURY CORP	INVESTMENT MOVEMENT	4,000,000.00
11-Jul-24	INVEST F	QUEENSLAND TREASURY CORP	INVESTMENT MOVEMENT	3,800,000.00
28-Jun-24	MERCH 28	NATIONAL AUSTRALIA BANK	BANK CHARGES	233.59
27-Jun-24	NAB CONN	NATIONAL AUSTRALIA BANK	BANK CHARGES	71.59
20-Jun-24	NAB-QTC	QUEENSLAND TREASURY CORP	INVESTMENT MOVEMENT	230,000.00
8-Jul-24	PI592721	PRINT MANAGEMENT FACILITIES	PRINTER SERVICES	7,195.65
8-Jul-24	SE RENTA	S.E. RENTALS PTY LTD	PRINTER SERVICES	1,845.58
28-Jun-24	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	134.69
1-Jul-24	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	78,739.26
15-Jul-24	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	82,353.20
1-Jul-24	SGL PY2P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,442.21
15-Jul-24	SGL PY2P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,767.83
1-Jul-24	Sper 1/7	STATE PENALTIES ENFORCEMENT	REFER FINES TO STATE DEBT COLLECTOR	78.20
24-Jun-24	SPER 24/	STATE PENALTIES ENFORCEMENT	REFER FINES TO STATE DEBT COLLECTOR	156.40
26-Jun-24	SPER 26/	STATE PENALTIES ENFORCEMENT	REFER FINES TO STATE DEBT COLLECTOR	391.00
8-Jul-24	SPER 8JU	STATE PENALTIES ENFORCEMENT	REFER FINES TO STATE DEBT COLLECTOR	156.40
28-Jun-24	TFR-2862	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	6,079.20
17-Jul-24	25	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	60.00
26-Jun-24	65		Cancelled Payment	Cancelled
19-Jun-24	75	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	1,025.00
17-Jul-24	76	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	170.00
17-Jul-24	77		Cancelled Payment	Cancelled
17-Jul-24	77	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	50.00
8-Jul-24	335	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	12.00
8-Jul-24	336	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	20.00
31-May-24	45413	DRAKES	CONSUMABLES	141.85
8-Jul-24	45444	NAB BUSINESS VISA	CREDIT CARD PURCHASES	317,595.16
1-Jul-24	45444	FREEDOM FUELS FERNVALE	FUEL	1,356.49
25-Jun-24	59795	URBAN UTILITIES	WATER / SEWERAGE SERVICES	21,740.01

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 20 JUNE 2024 TO 25 JULY 2025



TRNDATE	REF	NAME	Detail	Amount
10-Jul-24	59796		SOMERSET RAIL TRAIL CLASSIC PRIZES	1,200.00
22-Jul-24	59797	INFINITY INTERNATIONAL PTY LTD	FUEL	2,994.31
24-Jun-24	320554	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	20,000.00
17-Jun-24	724955	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	17,320.62
20-Jun-24	725275	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	50.00
1-Jul-24	726259	SUMMIT AUTO LEASE AUST PTY LTD	VEHICLE LEASING	16,955.20
8-Jul-24	1326802	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	220.00
18-Jul-24	1330667	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	300.00
1-Jul-24	1425149	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	660.00
8-Jul-24	1513272	TOYOTA FINANCE AUSTRALIA LTD	VEHICLE LEASING	19,972.41
15-Jul-24	1576766	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	1,111.33
2-Jul-24	1598001	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	496.66
11-Jul-24	1598002	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	109.00
20-Jun-24	1600382	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	730.00
1-Jul-24	1631902	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	660.00
26-Jun-24	1632602	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	3,000.00
16-Jul-24	5038133	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	8,405.70
1-Jul-24	13274604	BP AUSTRALIA PTY LTD	FUEL	32,205.16
1-Jul-24	39812081	AUSSIE BROADBAND LIMITED	TELECOMMUNICATIONS SERVICES	3,852.50
1-Jul-24	56000049	LEASEPLAN	VEHICLE LEASING	8,031.84
1-Jul-24	1ATOPAY0	ATO DIRECT CREDIT ACCOUNT	PAYROLL TRANSACTIONS	149,351.00
15-Jul-24	1ATOPAY0	ATO DIRECT CREDIT ACCOUNT	PAYROLL TRANSACTIONS	152,937.00
28-Jun-24	1ATOPAY2	ATO DIRECT CREDIT ACCOUNT	PAYROLL TRANSACTIONS	4,654.00
1-Jul-24	1CASH01	CASH	PAYROLL TRANSACTION	509,592.85
15-Jul-24	1CASH02	CASH	PAYROLL TRANSACTION	518,961.82
28-Jun-24	1CASH27	CASH	PAYROLL TRANSACTION	10,776.20
1-Jul-24	1CFMEUN0	CFMEU CONSTRUCTION & GENERAL	PAYROLL DEDUCTIONS	253.40
15-Jul-24	1CFMEUN0	CFMEU CONSTRUCTION & GENERAL	PAYROLL DEDUCTIONS	253.40
1-Jul-24	1CHILSU0	Child Support Agency	PAYROLL DEDUCTIONS	795.67
15-Jul-24	1CHILSU0	Child Support Agency	PAYROLL DEDUCTIONS	891.38
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	745.70
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	980.01
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	542.26
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	1,010.00
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	1,666.51
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	1,030.00
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	8,454.87
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	13,206.80
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	323.33
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	60.00
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	655.71
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	827.67
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	253.92
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	363.07
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	143.84
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	495.80
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	81.32
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	153.93
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	184.94
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	285.11
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	146.80
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	153.71
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	174.93
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	250.62
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	277.33
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	130.00
1-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	208.06
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	745.22
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	984.96
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	317.42
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	110.00
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,566.51
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	1,030.00
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	50.83
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	8,437.45
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	13,742.65
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	336.26
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	60.00
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	518.75
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	904.80
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	184.08
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	354.91
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	149.87
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	520.91
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	178.56

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 20 JUNE 2024 TO 25 JULY 2025



TRNDATE	REF	NAME	Detail	Amount
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	296.52
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	152.49
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	161.52
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	181.68
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	237.28
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	267.60
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	130.00
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	216.39
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	158.71
15-Jul-24	1PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
28-Jun-24	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	67.34
1-Jul-24	1SUNSUP0	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1,590.07
15-Jul-24	1SUNSUP0	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1,783.65
1-Jul-24	1TRANWU0	TRANSPORT WORKERS UNION	PAYROLL DEDUCTIONS	29.00
1-Jul-24	2CASH01	CASH	D/CR PAY 2 PERIOD NO 01	25,625.01
15-Jul-24	2CASH02	CASH	D/CR PAY 2 PERIOD NO 02	23,622.03
1-Jul-24	2PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	182.41
1-Jul-24	2PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	152.01
1-Jul-24	2PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	304.01
15-Jul-24	2PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	206.35
15-Jul-24	2PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	174.96
15-Jul-24	2PAYCLE0	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	331.90
28-Jun-24	BPAY 28/	NATIONAL AUSTRALIA BANK	BANK CHARGES	2,174.52
TOTAL PAYMENTS				26,710,721.94

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

To: Andrew Johnson, Chief Executive Officer
From: Jo Maxwell, Events Officer
Director: Daniel Rowe, Director Corporate and Community Services
Date: 27 July 2024
Subject: Australia Day 2025 – Date of Citizenship Ceremony and Celebration
File Ref: Community Relations / Ceremonies / Australia Day 2025
Action Officer: EO

Background/Summary

In 2025 Australia Day falls on a Sunday, with Monday 27 January 2025 allocated as the Public Holiday.

Traditionally Council offers Australia Day events on January 26; a citizenship ceremony, followed by community awards and a free community event which generally includes catering, activities and performers.

In 2025 it is proposed that Council schedule Australia Day celebrations on Friday, 24 January 2025.

The reasons behind the proposed variation are as follows:

- Moving the celebrations to Friday will accommodate community members wanting to travel / holiday over the long weekend.
- Travel over the last weekend in the school holidays will be avoided.
- Difficulties sourcing local vendors / caterers over a long weekend will be mitigated. Numerous vendors / caterers were approached for the 2024 celebration. Difficulties arose due to the event being held on the Friday Public Holiday. Businesses were unable to accommodate the services required due to a lack of scope, lack of staff or their own plans to travel over a long weekend.

It is recommended that the same format of events is followed as per the table below.

Time	Activity
9.00 - 9.40 am	Citizenship Ceremony
9.40 -9.50 am	Australia Day Ambassador keynote speech TBC
10.00 -11am	Community Awards
11-12.30am	Community morning tea and photos

The annual pool party events will be held at the Kilcoy Aquatic Centre, Toogoolawah Swimming Pool and Lowood Swimming Pool on Sunday, 26 January 2025.

Attachments

Nil.

Recommendation

THAT Council:

1. approve the date variation to citizenship ceremony and Australia Day community awards to Friday 24 January 2025 to facilitate the logistics of the event.

2. reconfirm the pool party events will be held at the Kilcoy Aquatic Centre, Toogoolawah Swimming Pool and Lowood Swimming Pool on Sunday, 26 January 2025.

SOMERSET REGIONAL COUNCIL – Officer’s Report

To: Andrew Johnson Chief Executive Officer
From: David Finn – Venue Coordinator
Director: Daniel Rowe – Director Corporate and Community Services
Date: 30 July 2024
Subject: Somerset Civic Centre – Revenue – Ticket fees
File Ref: SRC – Fees and Charges
Action Officer: ACM/VC

Background/Summary

The Somerset Civic Centre Strategic Plan 2022 – 2025 was developed to provide a framework to guide decision making about the use, operation and future development of the Somerset Civic Centre.

To date, many of the objectives identified in this plan have been achieved with the main priorities being to build the venue’s community connection and audience, and to create a strong foundation for commercial growth.

Since the plan was adoption, connections have been forged with regional community groups and the valued contribution of the Somerset Civic Centre Advisory Committee is noted.

Further development is now required with regards to commercial growth of the venue. This is particularly pertinent given the ongoing maintenance and capital expenditure by Council to provide a high-quality experience to the community.

There are opportunities to offset expenditure through the implementation of additional fees, ticketing setup and commission.

Many venues across Australia reserve the right to host ticketing sales in-house, ensuring the management of ticketing as done in accordance with the Ticketing Code of Practice, venue policies and venue seating limitations.

Venues traditionally charge fees to the promoter / venue hirer for delivering ticket management services. This can include a ticketing set up fee (i.e. once off fee per show or similar) and a ticket commission. The ticket commission is classified as an inside charge (i.e. fee to be included within the ticket price) as opposed to a ticketing surcharge (e.g. merchant or mailing fees) that are added to ticket price at the point of sale.

Traditionally the ticket commission fee differs between commercial hirers and community hirers, as well as the price of the ticket. This scaled fee structure provides a balance between the need to charge fees to help offset operational costs and ensuring the facility remains accessible to the community.

Council Officers have reviewed six Queensland venue’s commercial and community ticketing commission fees to ensure the proposed fees are comparable.

Given the location of the Somerset Civic Centre and the regional community within which it sits, Council may wish to implement a proposed ticketing setup and ticket commission fee that sits relatively lower than the benchmark venues listed.

Attachments

Nil

Recommendation

THAT Council authorises the Chief Executive Officer to set a commission for the Civic Centre tickets sales with the inaugural fees set out below and reviewed on an annual basis:

- Commission fee of \$3.50 per ticket, with a per event ticketing setup fee of \$100 for commercial hirers.
- Commission fee of \$1.25 per ticket for community hirers.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson – Chief Executive Officer
From: Erin Moore – Corporate Administration Officer
Director: Daniel Rowe – Director Corporate and Community Services
Date: 6 August 2024
Subject: Renewal of Site Licence Agreement with Star Broadcasting Network
Pty Ltd – Lot 9 SP220241 Freeses Road, Glamorgan Vale
File Ref: Council Properties / Acquisition and Disposal / Leasing
Action Officer: CAO

Background/Summary

Council is the Licensee of an existing Site Licence Agreement with Star Broadcasting Network Pty Ltd which expires on 30 November 2024. Council has the option of renewing the Licence Agreement for a further three (3) years to 30 November 2027.

Council houses a communication equipment (two-way repeater) on the site located on Lot 9 SP220241 Freeses Road, Glamorgan Vale known as "The Knobby".

Attachments

Nil

Recommendation

THAT Council confirm it is satisfied there is only one supplier available for hosting radio facilities within the Glamorgan Vale area being the Star Broadcasting Networking and authorise the Chief Executive Officer to take up the option of a further three (3) years from 1 December 2024 to 30 November 2027 pursuant to the terms of the existing Site Licence Agreement for storage and use of communication equipment on Lot 9 SP220241 Freeses Road.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson – Chief Executive Officer
From: Caroline Smith – Arts and Culture Manager
Director: Daniel Rowe – Director Corporate and Community Services
Date: 2 August 2024
Subject: Community Committee positions for the Somerset Regional Council Art, Culture and Heritage Advisory Committee
File Ref: 2024 Art, Culture and Heritage Advisory Committee
Action Officer: ACM

Background/Summary

Per the Art, Culture and Heritage Advisory Committee (ACHAC) Terms of Reference, Council has called for Expressions of Interest (EOIs) for representation for six community committee positions with broad experience in the arts, culture and heritage sector for the newly formed Art, Culture and Heritage Advisory Committee (ACHAC).

EOIs for community representatives were called from Thursday 4 July 2024 and closed 5pm Friday, 12 July.

EOIs for these positions were promoted through direct email distribution to artists, arts and cultural workers, and arts and community organisations; Council social media channels and advertising through local newspapers; Sentinel News and The Lockyer Somerset Independent.

A panel reviewed all EOIs and found the following submissions to best reflect arts, culture and heritage interests across the region (in no particular order); Gail Bawden, Jim Filmer, Gracie-Dawn Lewis, Naomi McKenzie, Vicki Sweedman; Dr Sandi Hook and Chloe-Ann Williamson.

Given seven candidates for the community committee positions have been selected and there are only six community positions Council may want to amend the Terms of Reference to reflect the seven community representatives selected.

It should be noted that the selection of these representatives, does not preclude additional community stakeholders attending the ACHAC meeting as observers or guests by way of an invitation.

Council is appreciative of the contribution and commitment of outgoing committee members from the Regional Arts Development Fund, The Condensery and Somerset Civic Centre Advisory Committees.

Attachments

Nil

Recommendation

THAT Council:

1. Approve the selections of Ms Gail Bawden, Mr Jim Filmer, Ms Grace-Dawn Lewis, Ms Naomi McKenzie, Ms Vicki Sweedman, Dr Sandi Hook and Ms Chloe-Anne Williamson as Community Representatives for the Art, Culture and Heritage Advisory Committee.

2. Write to the outgoing Regional Arts Development Fund, The Condensery and Somerset Civic Centre Advisory Committee members thanking them for their valuable contribution.
3. Adopt the amended Terms of Reference for the Arts, Culture and Heritage Advisory Committee as per below

ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE

TERMS OF REFERENCE

PURPOSE

This Arts, Culture and Heritage Advisory Committee (ACHAC) is established, as an advisory committee, in accordance with Section 264 of the Local Government Regulation 2012.

The purpose of the Committee is to provide Council with:

- advice regarding implementation of strategic objectives.
- advice on issues relating to the advancement of arts and culture in Somerset.
- assistance in promoting greater awareness and understanding of arts and cultural services in Somerset, and the value of arts and culture in supporting community health and wellbeing.
- direct insights into the local needs, interests and trends in arts, culture and creative industry development in the Somerset region.

OBJECTIVES

- To advise on and oversee the implementation of Council's Arts, Culture and Heritage Plan 2023- 2028.
- Input on programs, projects and planning that support local creatives, cultural infrastructure, public art, community cultural development and education;
- Contribute ideas and recommendations in the key areas of Council's cultural venues; The Condensery – Somerset Regional Art Gallery and Somerset Civic Centre and regional festivals and events, community and public art;
- Delivery of the RADF program within the Somerset Regional Council area.
- Advocate and promote arts and cultural development in Somerset; and
- Actively network and build connections and opportunities for increased collaboration between the Somerset community and Council through arts and cultural initiatives.

RESPONSIBILITIES

- Input into implementation of objectives and strategies relating to Somerset Regional Council's Arts, Culture and Heritage Plan 2023-2028.
- Provide advice and recommendations to Council on arts and cultural issues.
- Serve as a resource for Council in relation to arts and culture.
- Assist in the development of programs arts and culture.
- Regional Arts Development Fund (RADF) program duties.

MEMBERSHIP

The Arts, Culture and Heritage Advisory Committee has a maximum membership of twelve members and shall comprise of;

- Three (3) Councillors (one, as chair).

- Two (2) industry professionals who have experience and expertise in the advancement of arts, culture and heritage.
- Seven (7) community representatives to collectively represent a diverse range of arts and cultural expertise.
- Council will establish the ACHA Committee by publicly advertising for expressions of interest seeking a membership that represent the diverse and varied needs of the arts community in Somerset including members who represent a range of age groups. Applicants must make an application via an expression of interest process.

Submissions for membership will be assessed alongside the following selection criteria:

- Live, work or study in Somerset, or regularly participate in Somerset Arts and Cultural activities (industry professionals are exempt from this criteria).
- Demonstrate an interest and knowledge of arts and cultural activities within Somerset region, including services, events, venues, programs, projects and initiatives offered through Council, community and local businesses.
- Contribute specialist skills and experience in one of more areas of arts and culture, including but not limited to public art, arts facilities, programming, arts education, event management, placemaking, cultural tourism, arts marketing, community engagement.
- Offer insight into the social, cultural, environmental and economic factors impacting the wider Somerset community and how these may influence local arts and cultural service delivery.
- Members will be appointed for a four-year term.
- All members will be eligible to re-apply for appointment, however continuous membership for longer than four years will not be considered, unless otherwise recommended by the Committee Chair and endorsed by Council on a case-by-case basis.

Casual vacancies which occur due to community or industry members being unable to complete the full term of their appointments, may be filled by co-opting suitable candidates from a previous selection process for the remainder of the previous incumbents' terms, or where the previous applications are unsuitable, a new expression of interest is called.

DELEGATED POWERS

The Committee has no delegated powers or decision-making authority. The Committee proposes recommendations to Council, which retains the decision-making authority.

Council's decision-making authority may be exercised by the Ordinary Meeting of Council, the Chief Executive Officer or an officer with the appropriate delegation / functional responsibility.

CONFIDENTIALITY

All matters discussed at committee meetings, together with all material provided to members of the committee, are for the purposes of informed discussion and debate at the meeting. It is therefore not for general public release unless so directed by the Chair for the purpose of sector/community engagement. All matters discussed by the committee will be in accordance with the requirements of the Information Privacy and Right to Information Act. The views of other Committee members will be treated with respect and will not be discussed with external parties. All communication with the media will be undertaken by Council unless otherwise approved by the CEO's delegate. Committee members must refrain from making any public comment or issuing any information, in any form, concerning the Committee or the matters of interest to the Committee without the authority of Council.

MEETING PROCEDURES

The committee Chair may invite observers to meetings from time to time. This is at the discretion of the committee.

The committee Chair may invite guests to attend and participate at meetings, this would generally be for a specific purpose and/or specified period of time. This is at the discretion of the committee.

The Committee shall meet, as a minimum, on a three (3) monthly basis at 1pm on the fourth Monday of the months of February, May, August and November.

Prior to each meeting, Committee members are issued with the agenda and any associated documents.

Members are required to demonstrate due diligence by the preparation for, attendance at and participation in Committee meetings.

Meetings are not open to the public for observation.

AGENDA

The secretariat of the Arts and Culture Committee is responsible for the preparation of meeting agendas and minutes. The agenda for each meeting shall be circulated to all representatives at least seven (7) days prior to the day of the meeting. Representatives shall be responsible for the placing of their issues on the agenda by emailing the secretariat via mail@somerset.qld.gov.au ten (10) days prior to the next meeting. Items received after the deadline may not be included in the next meeting but will be noted for inclusion on the agenda for the following meeting.

REPORTING

The Committee is not required to keep minutes of its meetings. However, report/s outlining the deliberations and recommendations shall be prepared at the conclusion of each meeting. Preparation of the report shall be the responsibility of the Council officer assigned to the Committee. Reports shall be distributed to the Chief Executive Officer and to the Manager responsible for this function.

REVIEW

These Terms of Reference should be reviewed each two (2) years and within six (6) months of each general Council election. Council may, by resolution, vary these Terms of Reference at any time.

OPERATIONS

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Karen Haer, Executive Assistant Operations
Director: Craig Young, Director Operations
Date: 14 August 2024
Subject: Operations Report for July 2024
File Ref: Governance – Reporting – Officer Reports
Action Officer: EAO

Background/Summary

Details of the Operations report for the month of July 2024 are as follows:

Engineering Services Team

The Engineering Services Design Team continues delivery for the 2024-2025 design program.

The team is progressing with the designs for the following projects:

- Station Street Carpark, Lowood
- Railway Street Carpark, Lowood
- Mains Street Road widening, Lowood

The team also continued work with external consultants to progress designs for the projects below:

- Lowood Minden Road, Road widening and Footpath upgrade – Projex Partners
- West Road - Patrick Estate Road, Patrick Estate – GHD
- Fulham St, Toogoolawah – Contour Consulting Engineers
- Clive St, Fernvale – NK Transportation
- Muckerts - McCulkins Lane upgrade – Engeny
- Lester Kropp Bridge Upgrade - Hatch

These external design projects will be managed throughout the remainder of Q2 2024/25, with delivery of all to be end of Q2 2024/25.

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

- Brown Street, Kilcoy
- Cressbrook Street Culverts replacement, Toogoolawah
- Esk Crow Nest Road Stage 2
- Kilcoy Landfill

The Engineering Services Team provided engineering development advice to the Planning Department and assessment and applicant response to Operational Work applications.

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

- Parklands at Clarendon Stages 2D & 2E– On Maintenance
- Pine Tree Hill, Kilcoy Stages 3 to 6– On Maintenance
- Hedley Park Stage 7 – Off Maintenance
- Windsor Drive, Mount Hallen Stage 5C – On Maintenance
- Hedley Park Stage 8 – On Maintenance

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

The Engineering Services Team continue to set out traffic counters within the region and provide continual assessment of Council infrastructure to ensure our information remains current within our asset and GIS systems, with all signage requirements being reviewed within our main town areas as well as overseeing works within road reserve applications, property access applications and heavy vehicle permits.

Permit	Jul-24	Jul-23
Land Access Permit	26	40
Property Access Applications	20	28
National Heavy Vehicle Regulator Permits Processed	10	13

The Engineering Services Team have continued inspections of council road assets and updated asset system to ensure council record are current ready for the end of 2023-2024 financial year.

All traffic counters have continued to be placed within the region and are being collected routinely following the standard three-week rotation.

Works Team

Projects Commenced in July:

- REPA CN 1352 Harlin and Moore Region Sealed Pavements (A&M Civil)
- REPA CN 1350 Drainage Package No.8 Mt Kilcoy Rd and Wunulla Lane (A&M Civil)

Projects Completed in July:

- Murrumba Road culverts, Murrumba. Replace existing corrugated structures with concrete culverts, guardrail and line-marking
- Railway Street, Lowood. Pathway from Station St to Prospect St. Includes removal of Leopard trees and replace K&C sections and driveways
- Main Street - Railway Street intersection, Lowood - replacement of existing stormwater network
- Cressbrook Street, Toogoolawah, replacement of existing 3 x 1200 RCBC's
- REPA CN1335 Toogoolawah Region. Flood restoration works on drainage structures (Browns Contractors)
- REPA CN1354 Toogoolawah Region, Sealed Pavements (Browns Contractors)
- REPA CN1312 Esk Region. Flood restoration works on drainage structures and unsealed roads (A&M Civil)
- REPA CN1357 Braeburn Road Crossing (Silverstrand Developments)
- REPA CN1322 Gregors Creek Road landslips (Durack Civil).

Projects underway:

- Kilcoy Transfer Station, Kilcoy. Capping of landfill and reconstruction of transfer station
- Esk Crows Nest Road, Eskdale. Stage 2, sealing Strategic Regional Connector to Toowoomba Boundary section
- England Creek Road, England Creek, drainage works (A&M Civil)
- Litzows Road, Lowood, seal final section of road and asphalt cul-de-sac
- REPA Toogoolawah Region. Flood restoration works on unsealed roads
- REPA CN1313 Jimna - Monsildale Region. Flood restoration works on unsealed roads (CPM)
- REPA CN1315 Kilcoy Region. Flood restoration works on drainage structures and unsealed roads (CPM)

- REPA CN1326 Coominya - Esk Region. Flood restoration works on drainage structures (A&M Civil)
- REPA CN1330 Scrub Creek. Bridge project, Brisbane River crossing (Silverstrand Developments)
- REPA CN1336 Fernvale - Marburg Region. Flood restoration works on sealed roads (A&M Civil)
- REPA CN1361 Coominya Region, Sealed Pavements (A&M Civil)
- REPA CN 1334 Flood restoration works on drainage structures – Package no 5 (A&M Civil)
- REPA CN 1337 Lowood, Minden, Mt Tarampa (Durack Civil) - Flood restoration works on sealed pavements
- REPA CN 1355 Flood restoration works - Kilcoy Region Sealed Pavements (CPM)

Ongoing projects:

- Mowing and slashing works on Council roads
- Crews continue to respond and complete CSR's
- General maintenance of Council's civil infrastructure

Department of Transport and Main Roads (TMR) Works

Council is presently working on the following projects on behalf of TMR:

- Repairing potholes throughout the TMR network
- Slashing grass on road shoulders and manage vegetation
- Repairing signs and guideposts and upgrade guide signs
- Chemical herbicide spot spraying
- Guardrail repairs
- After hours callouts

Council continues to advocate for increased maintenance funds to service the state-controlled road under the Road Maintenance Performance Contract.

REPA Works

A total of 69 submissions have been lodged with QRA for Reconstruction of Essential Public Assets. The categories for the submissions are Unsealed Roads, Sealed Roads, Drainage, and Individual Sites (e.g., bridges and landslips). All submissions have been assessed and approved. The submissions have been bulked up into 46 packages. 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 were originally required to be completed by the end of June 2024 and, like many SEQ Councils, extensions of time were require and we are keeping the Queensland Reconstruction Authority informed of our progress, especially the more complex individual sites e.g. Scrub Creek Road bridge betterment project. Non-structural works and remaining landslips are expected to be completed by the end of September.

Summary	No.	Percentage
Total SRC Package (works done by SRC)	6	13%
Total External Package (Contract works by contractors)	40	87%
Total No. of Package	46	

Procurement Progress		
Contract Awarded (incl SRC)	46	100%
In Tender	0	0%
RFQ Outstanding	0	0%
Awarded Construction Status		
Not Started	6	13%
0-50% Completed	9	20%
50 - <100% Completion	8	17%
Completed	23	50%
Forecast / Actual Completion		
Before 30/06/24	21	46%
After 30/06/24	25	54%
Acquittal Status (Submissions not Contracts)		
At Acquittal	17	25%
Outstanding	52	75%

Flood Restoration Expenditure

	FY22	FY23	FY24	FY25	TOTAL
TOTAL	\$4,312,179	\$7,141,230	\$36,520,854	\$937,616	\$48,911,879

Workshop – Mechanical

- Completed repairs, services, and scheduled maintenance of Council fleet
- Two new replacement lease vehicles arrived for workshop and have been fitted out
- Council currently has six Ford Rangers with outstanding recalls that are being addressed with Ford Dealer, one has been attended to and the other five are being booked in the near future
- Four light fleet vehicles have had various panel damages repaired this month and we still have a couple that need to be repaired. These were damaged over the past few months but it has taken some time to catch up with the repairs. Still have a couple to be repaired
- One small repair job for IWS trucks
- Quarterly trailer inspections are under way for all Council and SES trailers
- Quarterly crane inspections for council vehicle mount cranes should be completed in the next couple of weeks

Workshop – Fabrication

- Welding bay has been carrying out various repairs to Council fleet as well as repairs to other various council assets around the region, such as handrail, park furniture, etc.
- Welding bay has also fabricated some spare guard rail post for various style of bridges which we have fabricated in the past for council. These will be kept as spares to replace damaged posts as required
- Welding bay has started to fabricate two banner poles for a trail at Lowood Clock Park, these two poles should be completed and ready for installation in early August
- Quarterly test and tag of portable electrical items across all council outside crews

Weather Outlook

It was a dry month for July across large parts of Queensland. Rainfall is likely to be within the typical seasonal range for much of Australia for August.

Longer range outlook:

- There is a potential for a La Nina pattern by spring which could result in above average rainfall for the region;
- Above average maximums likely for southern Queensland – may tend to well above average in September;
- Potential for an elevated bushfire season due to the higher potential of westerly winds; and
- Delayed start to the severe storm season is favoured (October).

For current outlooks, visit the Bureau of Meteorology site at www.bom.gov.au/climate/outlooks/#/overview/summary

Disaster Management

The following activities were conducted in July 2024:

- Attended DMO Network Conference (one day) on the Gold Coast
- Ready, Set, Somerset - Emergency Services Day preparations continue. The day is being held on 12 October
- Flood gates have been installed at the following locations:
 - Twin Bridges
 - Savages Crossing
 - Burtons Bridge
 - Walshes Crossing, Kilcoy
- Memorandum of Understanding entered into with the Linville Progress Association for use of hall as a place of refuge during severe weather events
- Council disaster management team received shirts provided with GetReady funding
- Council has a new QRA Regional Liaison Officer (RLO), Chris Baker. Chris replaces Sharon Fong who was Council's RLO and advisor to the Somerset Local Disaster; Management Group (LDMG) for a number of years
- Internal review of the Somerset Local Disaster Management Plan (LDMP) completed. The plan will be presented to Council and the LDMG for endorsement
- Council attended and presented at the SEQ Disaster management Engagement Group on the topic of Council's journey with WaterRide and Flood Forecasting
- Attended West Moreton Area Fire Management Group meeting
- WaterRide have release a BETA version of the updated flood certificate system for Council to review. These upgrades were at the request of Council and funded under QRAs Flood Risk Management Program. Since going live in September 2022, Council's Flood Certificate System has now generated over 5,500 flood certificates.

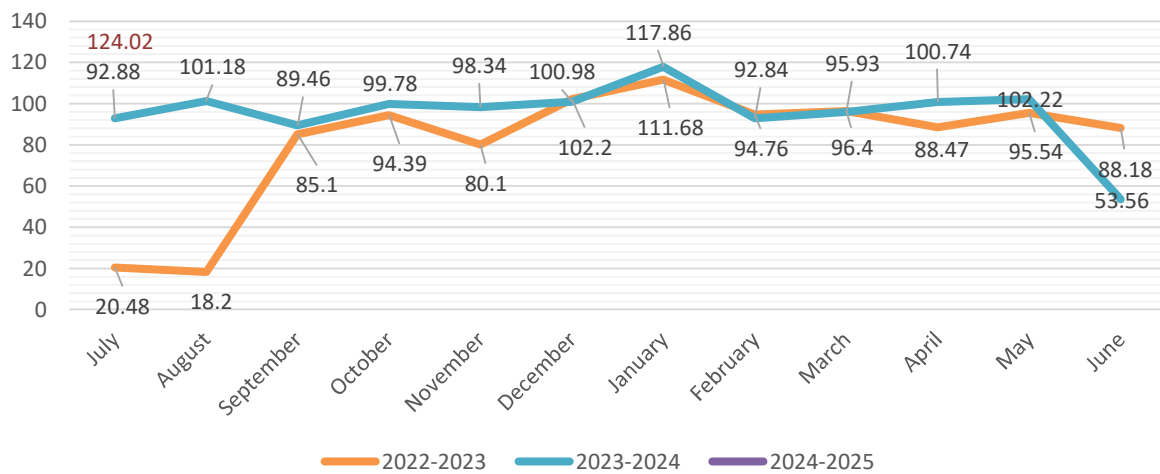
Waste Management

Kerbside Collection Contract – Ipswich Waste

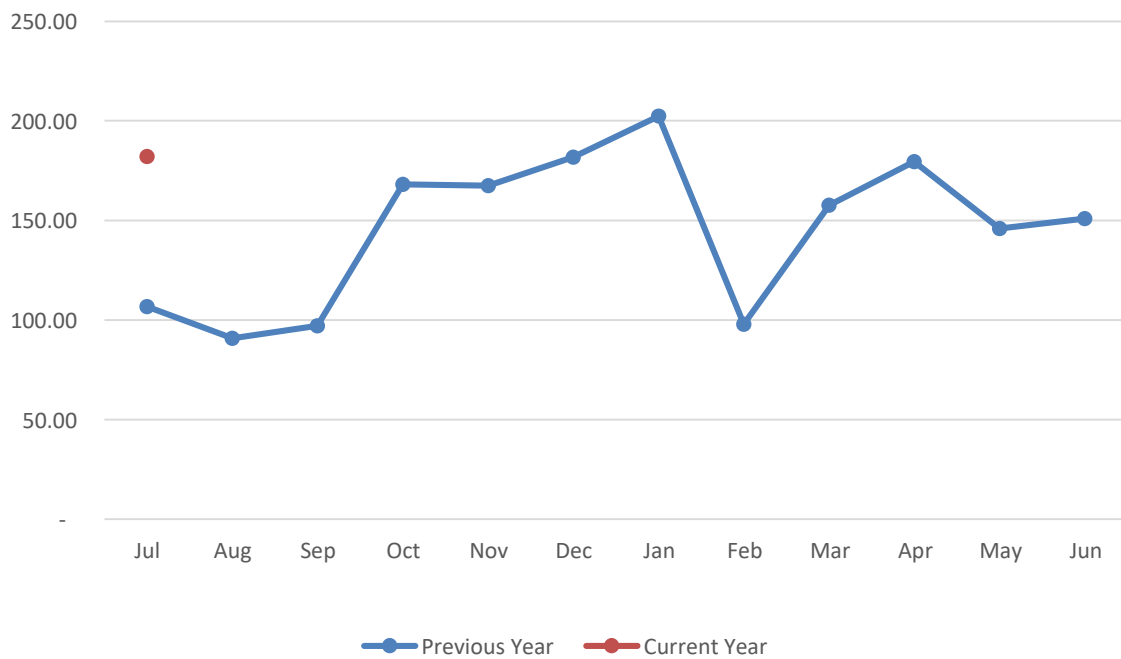
During the month of June 2024, there were 51,041 kerbside services performed and July 2024 there were 61,046 –

- General waste services – 37,679 with 79% presentation rate for June and 46,582 with 85% presentation rate for July.
- Recycling services – 13,362 with 56% presentation rate for June and 14,464 with 58% presentation rate for July.

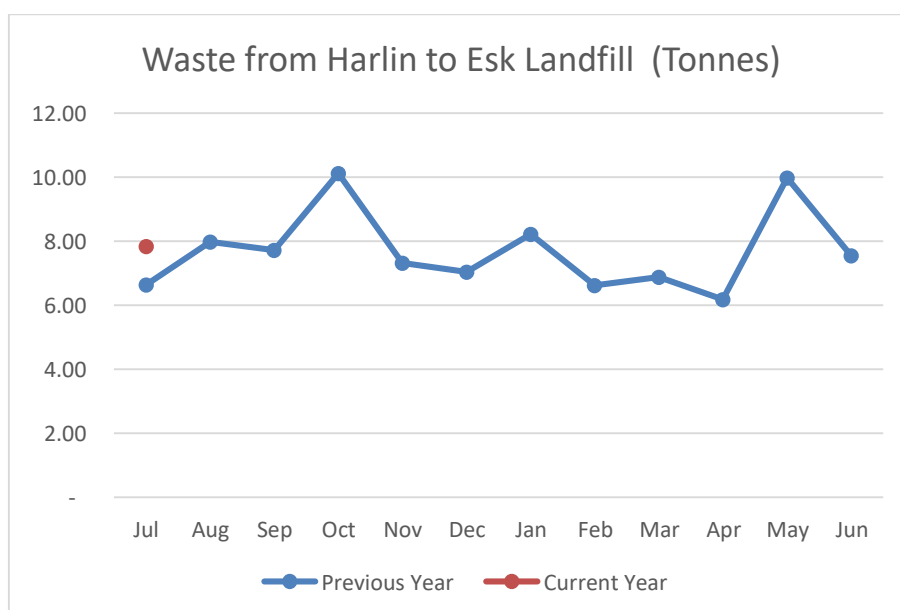
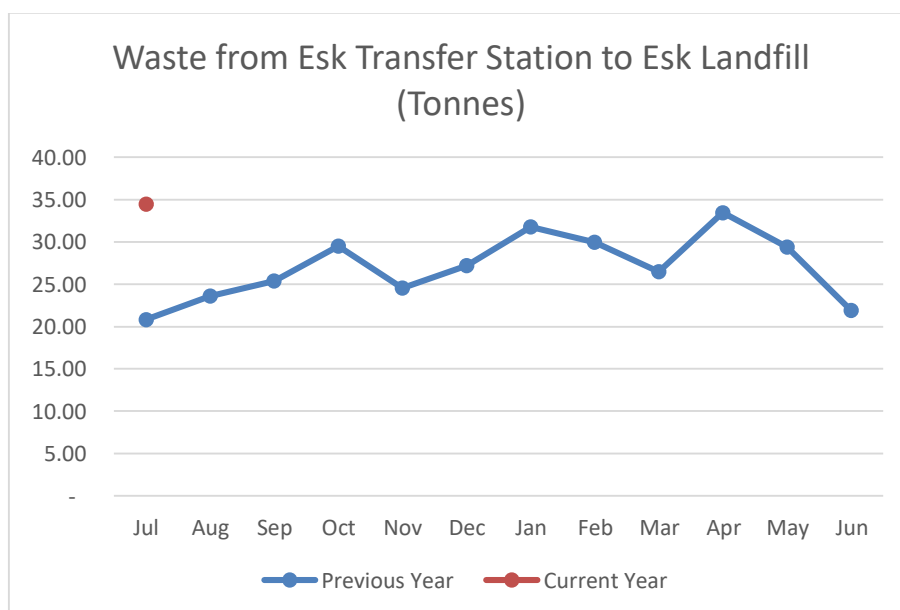
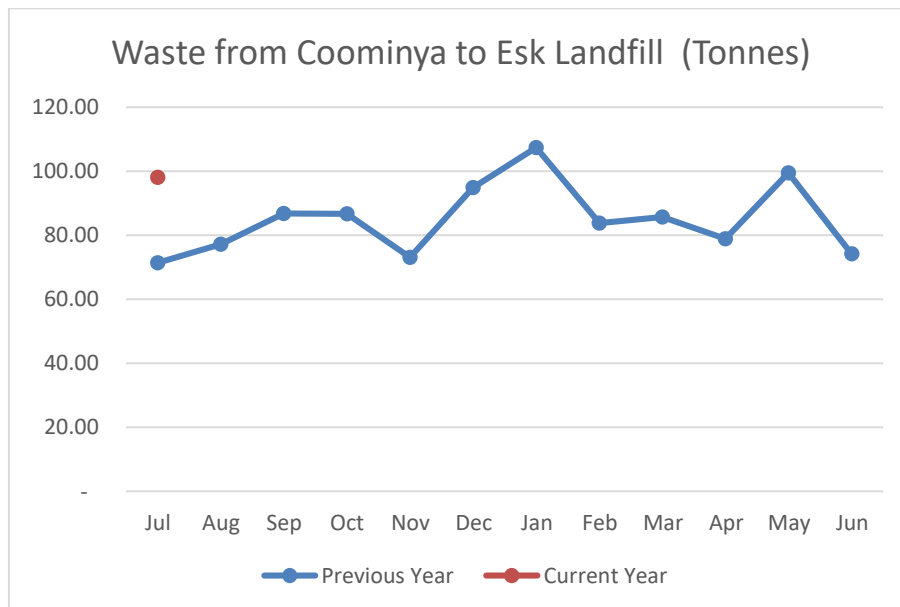
Monthly Kerbside Recycling Weights (Tonnes)

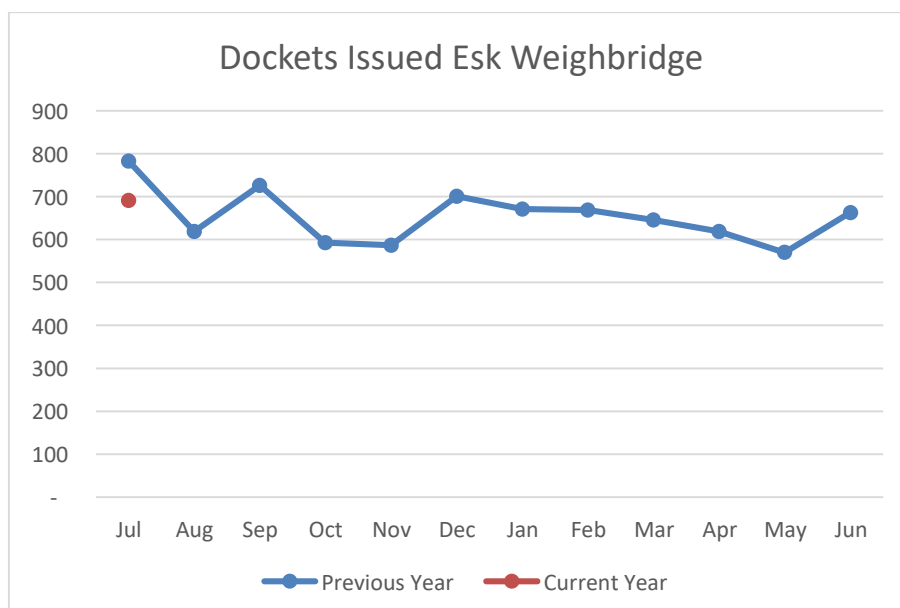
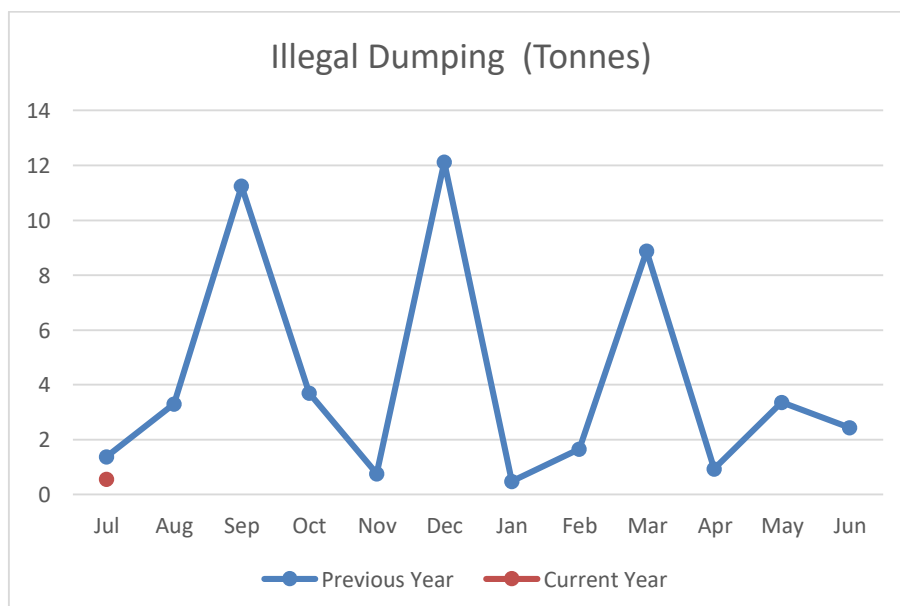
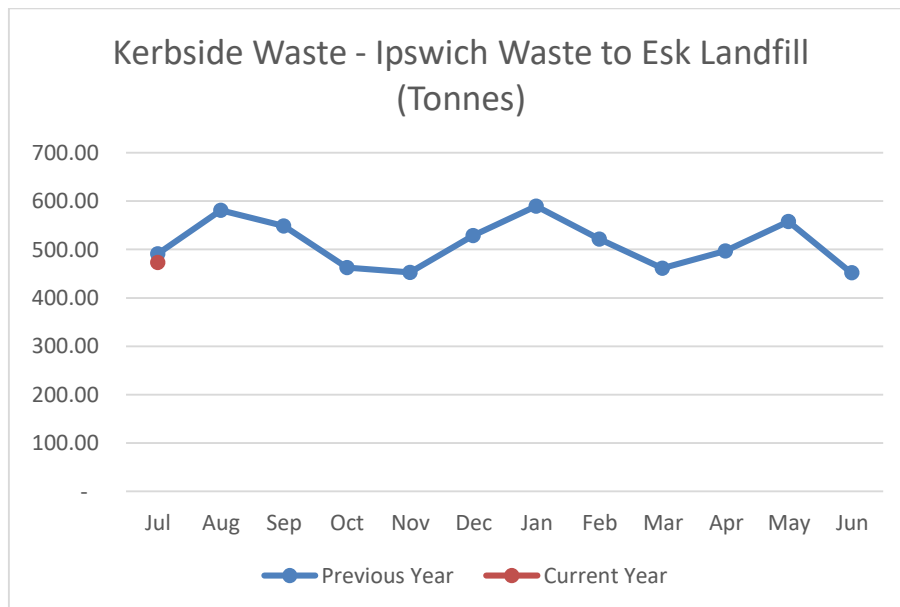


Waste from Kilcoy to Esk Landfill (Tonnes)



Waste Management – Waste Data

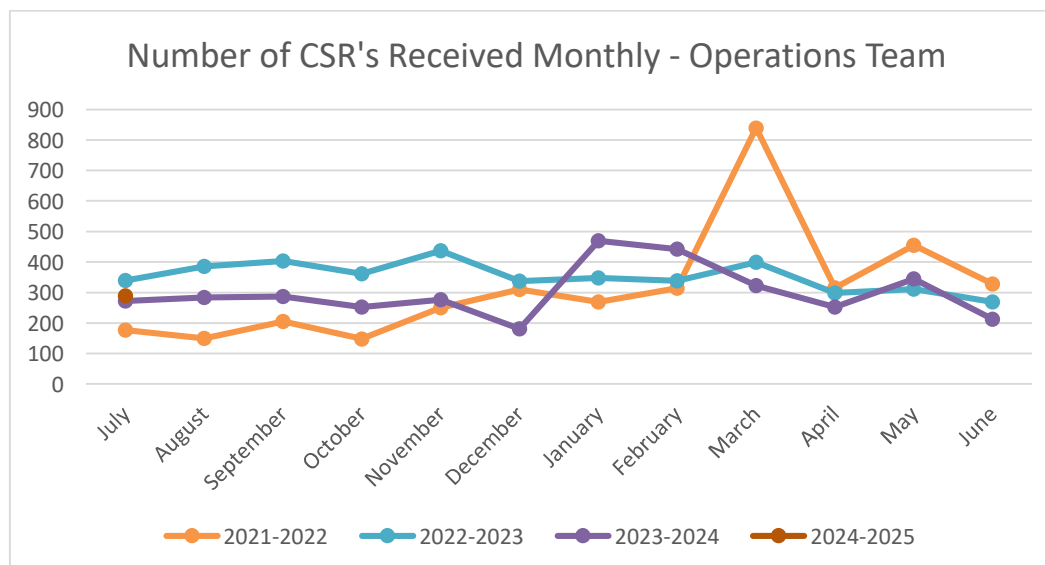
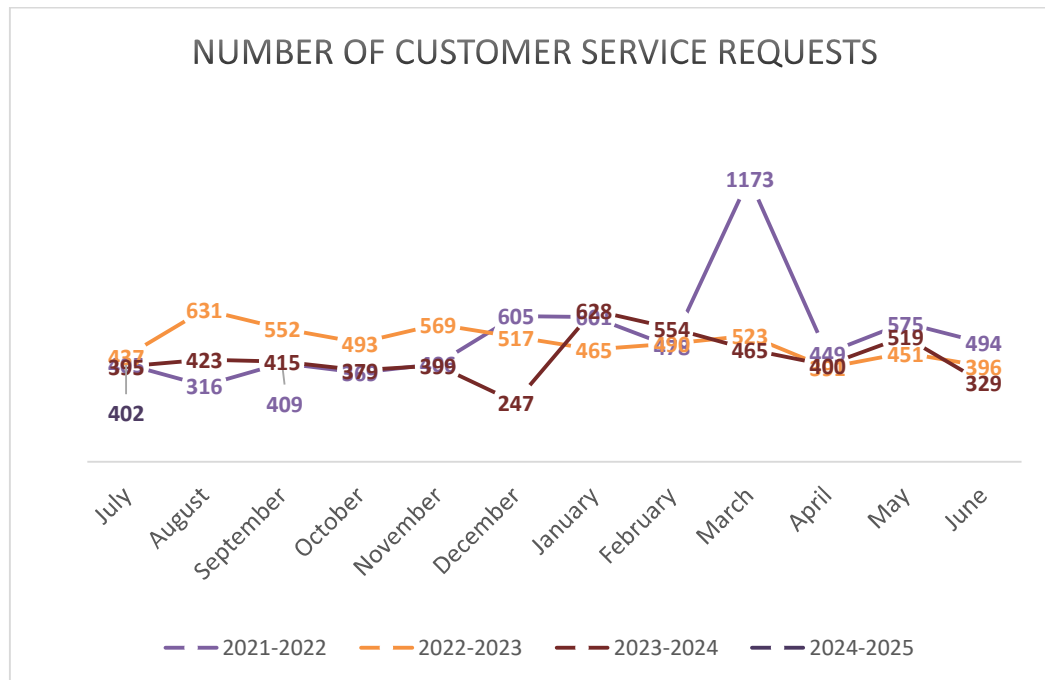




Approved Park/Community Events
No approved events this month.

Customer Service Requests

Council received 402 customer service requests, and 12 requests received from Councillors for the month of July 2024 on Council's corporate customer service system. A copy of the report is attached for your information.



	Jul-24
Cemeteries	2
Disaster Management	0
Departmental reviews	1
Fences on roadways	0
Illegal dumping clean ups	6
Overgrown Council land	0
Parks including mowing, cleaning/maintenance park equipment including public toilets, tables and chairs, shade shelters etc.	5

Roads - bitumen	28
Roads - gravel	13
Roads - drainage	10
Roads - culverts	0
Roads - vegetation	16
Roads - footpaths	4
Roads - linemarking	2
Roads - bridgework	0
Roads - traffic furniture	13
Rural Property Number	5
Stormwater issues within private properties	0
Waste management	0
Wheelie bins	0
Cancellation of extra services	7
Damaged lids and wheels	15
Replacement Split Bins	34
New Services	22
Extra services	10
Stolen/Non-Delivery of New Bins	21
Missed services	5
Contractor requests/complaints	3
Facilities	0
Air conditioning	0
Carpentry, painting, tiling & flooring	9
Electrical	14
Equipment, furniture & fixtures	4
Grounds maintenance	2
Pest Control	0
Plumbing	20
Roofing and guttering	3
Security, locks & CCTV	4
Signage	1
Vandalism	8
Cleaning	3
	290

Attachments

Attachment 1 - Customer service report for July 2024.

Recommendation

THAT Council receive the Operations monthly report for July 2024 and the contents be noted.



Service Request by Types

Date Created To: >= 1/07/2024, Date
Created From: <= 31/07/2024

6-Aug-2024

Categories	Total
\Customer Service Requests\Animal\Dead Animals - Private Property	2
\Customer Service Requests\Animal\Dog, Attack on a Person	1
\Customer Service Requests\Animal\Dog, Attack on an Animal	2
\Customer Service Requests\Animal\Dog, Barking Dogs at Private residences	10
\Customer Service Requests\Animal\Dog, Miscellaneous	1
\Customer Service Requests\Animal\Dog, Wandering at Large	9
\Customer Service Requests\Animal\Livestock, Wandering at Large	18
\Customer Service Requests\Animal\Trap, Cat	12
\Customer Service Requests\Animal\Trap, Dog	1
\Customer Service Requests\Declared Plants, Animals\Declared Animals, General Enquiries	10
\Customer Service Requests\Declared Plants, Animals\Declared Plants, Council Land	2
\Customer Service Requests\Declared Plants, Animals\Declared Plants, Private Property	11
\Customer Service Requests\Declared Plants, Animals\Declared Plants, Road Reserves	1
\Customer Service Requests\Environment Issues\General Environmental Complaints	2
\Customer Service Requests\Impounding\Request to Impound Dogs, Cats	16
\Customer Service Requests\Impounding\Request to Impound Motor Vehicles	2
\Customer Service Requests\Local Laws\Other Local Law issues	1
\Customer Service Requests\Parks\Mowing	1
\Customer Service Requests\Parks\Playground Equipment	1
\Customer Service Requests\Parks\Shade Shelters	1
\Customer Service Requests\Parks\Trees	1
\Customer Service Requests\Rural Property Numbering\New RPN	5
\Customer Service Requests\Wheelie Bins\Cancellation of Service	7
\Customer Service Requests\Wheelie Bins\Damaged Wheelie bin, Broken hinges on lid - split lid - broken handle on lid - replacement lid required	13
\Customer Service Requests\Wheelie Bins\Damaged Wheelie bin, Broken Wheels - missing wheels - rusted axle	2
\Customer Service Requests\Wheelie Bins\Damaged-Replacement Bin - split - broken - broken handle on back of bin - broken clips for axle	34
\Customer Service Requests\Wheelie Bins\Extra Wheelie Bin Service	10
\Customer Service Requests\Wheelie Bins\Missed Wheelie Bin Service	5
\Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, New Premises by Owner	4
\Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, New Premises by Plumbing Form	18
\Customer Service Requests\Wheelie Bins\Stolen Wheelie Bin - replacement wheelie bin required	21
\Customer Service Requests\Planning Department Issues	3
\Customer Service Requests\Animal\Cat, Miscellaneous	2
\Customer Service Requests\Wheelie Bins\Miscellaneous Requests	3
\Customer Service Requests\Plumbing Issues - Private	1



Service Request by Types

Date Created To: >= 1/07/2024, Date
Created From: <= 31/07/2024

6-Aug-2024

Categories	Total
Property\Greywater complaints	
\Customer Service Requests\Local Laws\Illegal Camping	4
\Customer Service Requests\Illegal Dumping\Mixed Domestic or Commercial Waste - Illegal Dumping - An amount over 200 Litres in size - larger than a wheelie bin	2
\Customer Service Requests\Illegal Dumping\Tyres	2
\Customer Service Requests\Illegal Dumping\One of items - non-investigative - green waste - mattress - camp chair - couch cushion - fridge etc	2
\Customer Service Requests\Building Department Issues\Building Department Enquiries	1
\Customer Service Requests\Departmental Review - Level 1\Operations Department\Works Department - Works Manager	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Banks Creek Road - 0615	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Beacon Road - 0640	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Billy Can Creek Road - 0691	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Brisbane Valley Highway - RMPC - 0042	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Brough Court - 0799	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Cooeeimbardi Road - 0956	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Davillea Court - 1667	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\E Summervilles Road - 1742	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Gregors Creek Road - 2255	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Linnings Road - 2726	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Lowood Minden Road - 2766	2
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Lukritzs Road - 2780	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Mack Street - 2798	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Maronghi Creek Road - 2852	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Tallegalla Road - 3684	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Wells Street - 3867	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Wendts Road - 3873	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Wivenhoe - Somerset Road - RMPC - 0410	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Zabels Road North - 3986	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Cedarvale Road - 0885	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Deletraz Road - 1680	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\E Summervilles Road - 1742	1

**Service Request by Types****Date Created To: >= 1/07/2024, Date
Created From: <= 31/07/2024**

6-Aug-2024

Categories	Total
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Leschkies Road - 2699	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Mount Byron Road - 2976	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Retschlag Road Sandy Creek - 3352	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Stuhmckes Road - 3659	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Wanora Road - 3840	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Zabels Road North - 3986	2
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\David Street - 1664	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Denning Street - 1691	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Hacienda Crescent - 2277	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Highland Street - 2369	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Lukritzs Road - 2780	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Mount Beppo Road - 2969	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Railway Street Lowood Drainage - 3307	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation	2
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Billy Green Drive - 0694	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Boughen Road - 0743	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Brisbane Valley Highway - RMPC - 0042	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Brisbane Valley Rail Trail BVRT Fernvale Lowood - 0786	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Davillea Court - 1667	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Esk - Hampton Road - RMPC - 0414	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Eskdale Road Toogoolawah - 1826	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Mack Street - 2798	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Wendts Road - 3873	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Bolingbroke Street East - 0723	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Burns Street - 0826	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Forest Hill - Fernvale Road - RMPC - 0412	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Fulham Street Toogoolawah - 1944	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Harris Road - 2323	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Hawthorne Road - 2339	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic	1



Service Request by Types

Date Created To: >= 1/07/2024, Date
Created From: <= 31/07/2024

6-Aug-2024

Categories	Total
Furniture\Jensens Swamp Road - 2485	
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Linville Road - 2731	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Lowood Hills Road - 2763	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Main Street Lowood - 2807	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Millar Road - 2928	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Sandy Creek Road Sandy Creek - 3452	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Skew Gully Road - 3560	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Albert Street - 0513	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Aspera Street - 0581	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Walters Street - 3838	1
\Customer Service Requests\Roads - Bridges - Drainage\Linemarking\Kennedy Street Kilcoy - 2555	1
\Customer Service Requests\Roads - Bridges - Drainage\Linemarking\Linville Road - 2731	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Mount Mulgowie Road - 2987	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Darryl Court - 1658	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Gatton Esk Road - 4144	2
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Sandy Creek Road Sandy Creek - 3452	2
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Mount Glorious Road - Northbrook Parkway - RMPC - 4023	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\George Street Linville - 1969	1
\Customer Service Requests\Animal\Dog Registrations	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Esk Somerset Civic Centre	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Kilcoy Anzac Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Kilcoy William St - public toilet	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Kilcoy Yowie Park - public toilet	3
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Lowood library	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Lowood railway station	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Moore Stanley Gates Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Cleaning\Esk Administration Office	1
\Customer Service Requests\Facilities Maintenance\Cleaning\Esk Somerset Civic Centre	1
\Customer Service Requests\Facilities Maintenance\Cleaning\Fernvale Memorial Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Electrical\Esk SES	1
\Customer Service Requests\Facilities Maintenance\Electrical\Esk works	1



Service Request by Types

Date Created To: >= 1/07/2024, Date
Created From: <= 31/07/2024

6-Aug-2024

Categories	Total
depot	
\Customer Service Requests\Facilities Maintenance\Electrical\Fernvale Memorial Park - public toilet	3
\Customer Service Requests\Facilities Maintenance\Electrical\Kilcoy library	1
\Customer Service Requests\Facilities Maintenance\Electrical\Kilcoy racecourse showgrounds	2
\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 library	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Kilcoy Yowie Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Grounds maintenance\Minden Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Grounds maintenance\Toogoolawah McConnel Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Fernvale Futures Complex	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Fernvale Memorial Park - public toilet	2
\Customer Service Requests\Facilities Maintenance\Plumbing\Harlin refuse and recycling facility	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy Anzac Park - public toilet	3
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy racecourse showgrounds	2
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy William St - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy Yowie Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Lowood Clock Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Lowood library	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Toogoolawah Condensery	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Toogoolawah Lions Park - public toilet	2
\Customer Service Requests\Facilities Maintenance\Roofing and guttering\Fernvale Futures Complex	1
\Customer Service Requests\Facilities Maintenance\Roofing and guttering\Lowood library	1
\Customer Service Requests\Facilities Maintenance\Roofing and guttering\Toogoolawah Condensery	1
\Customer Service Requests\Facilities Maintenance\Security, locks and CCTV	1
\Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Esk Somerset Civic Centre	1
\Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Kilcoy library	1
\Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Moore Stanley Gates Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Signage\Esk Administration Office	1
\Customer Service Requests\Facilities Maintenance\Vandalism\Esk Pipeliner Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Vandalism\Esk skate park	1



Service Request by Types

Date Created To: >= 1/07/2024, Date
Created From: <= 31/07/2024

6-Aug-2024

Categories	Total
\Customer Service Requests\Facilities Maintenance\Vandalism\Fernvale skate park	1
\Customer Service Requests\Facilities Maintenance\Vandalism\Fernvale Stumer Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Vandalism\Kilcoy Memorial Hall	2
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Esk Hampton Road	1
\Customer Service Requests\Cemeteries	2
\Customer Service Requests\Facilities Maintenance\Electrical\Esk Memorial Park	1
\Customer Service Requests\Animal\Livestock, Wandering at Large - After Hour Callouts	5
\Customer Service Requests\Parks\Maintenance requests for parks except for Savages Crossing and Twin Bridges	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Toogoolawah Railway Station	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Fernvale Honeywood Park	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Fernvale Caravan Dump Point - Clive Street	1
\Customer Service Requests\Animal\Animals, Miscellaneous\Animals, Micellaneous - 1 July 2021 to	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Poinciana Avenue - 3253	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Atherton Place - 0585	1
\Customer Service Requests\Facilities Maintenance\Electrical\Lowood Clock Park	2
\Customer Service Requests\Facilities Maintenance\Vandalism\Lowood Clock Park	1
\Customer Service Requests\Overgrown Allotments\2024 - Privately Owned Land Overgrown	4
\Customer Service Requests\Operations - Request for Call Back	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Lowood Reservoir Park	1
<i>Total Service Requests:</i>	402

**CHIEF EXECUTIVE OFFICER
SOMERSET REGIONAL COUNCIL - Officer's Report**

To: Andrew Johnson, Chief Executive Officer
From: Erin Moore, Corporate Administration Officer
Date: 29 July 2024
Subject: Tender 1377 – Lease of Commercial Property: Lots 1, 2, 3 and 7
RP83075 Neilsen Place, Esk
File Ref: Corporate Services – Administration – Tenders – Neilsen Place Esk
Action Officer: CAO

Background/Summary

Council invited tenders for a Commercial Lease for an initial term of five (5) years with an option to renew for a further five (5) years for the property described as Lot 1 RP83075, Lot 2 RP83075, Lot 3 RP83075 and Lot 7 RP83075 – 4 Neilsen Place Esk containing an area of 3,012m². Tenders closed on 24 July 2024.

Attachments

CONFIDENTIAL -Tender details

Recommendation

THAT the tender received from Kenneth Walter Jones and Kylie Elizabeth Jones for a commercial lease over Lots 1, 2, 3, and 7 on RP83075 for a five (5) year term commencing on 1 May 2025 with an option for a further five (5) year term, be accepted.

SOMERSET REGIONAL COUNCIL - Officer's Report

From: Andrew Johnson, Chief Executive Officer
Date: 31 July 2024
Subject: Mount Glen Rock Steering Committee Update
File Ref: PARK AND RESERVES – PLANNING – Mount Glen Rock Development
– Glen Esk
Action Officer: CEO

Background/Summary

The focus of the Mount Glen Rock (MGR) project since the March 2024 Local Government Election to July 2024 has been on clarifying project direction, and receipt of the MGR Flora and Fauna Assessment report.

The Flora and Fauna Assessment provides greater understanding of the environmental values of the site and guidance on changes required to the Master Plan in order to avoid any significant impact on identified environmental matters. A copy of the report is attached for reference.

In brief, the report recommends avoidance of actions which are likely to impact on key protected species and their habitats at MGR.

Species found at MGR which require the greatest protection are the Brush-tailed Rock Wallaby, Koala, and Lloyd's Native Olive. The following elements will require priority consideration during the detailed design of trail alignments:

- Brush-tailed Rock Wallaby habitat to be avoided– This applies specifically to the cliff escarpment and adjacent areas, and especially den sites along cliff bases, caves and rock overhangs.
- Koala habitat – Careful consideration for trail alignment in the western part of the site is required to reduce potential impacts on Koala. All Koala habitat and other mature tree specimens must be protected during construction activities.
- Lloyd's Native Olive – New trail alignments should avoid identified populations of Lloyd's Native Olive by at least 100m.

The majority of elements of the Draft Master Plan Report proposal are deliverable from an ecological impacts perspective.

The next step is to undertake a cultural heritage assessment over the site to ensure identification, protection and management of sites of cultural significance. Per the Cultural Heritage Management Plan, representatives of the Jagera Jinibara people will be engaged through Jagera Daran to undertake the survey.

The cultural heritage and the flora and fauna assessments are both essential due diligence measures and will inform further refinement of the project as it progresses.

Council has resolved to submit a funding application under the Australian Government Thriving Suburbs Program for the car park and summit hiking trail components of the project. Preliminary work has commenced with a view to lodging a Development Application for the carpark beside Lions Park on Ipswich St. The scope of works to be submitted with this application is consistent with the findings of the ecological assessment.

It should also be noted that the *Koala Health and Rehabilitation Esk Somerset Project* initiated by Care4Esk in conjunction with the University of the Sunshine Coast and Australian Earth Laws Alliance is ongoing and involves periodic Koala surveys at MGR. Council is a partner in this study and the results will be reviewed once received.

Care4Esk has also conducted koala habitat tree planting events on identified parcels of land within the project area, under the direction of Council Officers.

A hazard reduction burn covering four hectares in the north-western part of the MGR property was successfully conducted by the Murrumba Rural Fire Brigade on Sunday 28 July 2024.

Attachments

Flora and Fauna Assessment – Mount Glen Rock

Recommendation

THAT Council receives the Mount Glen Rock Steering Committee Update and the contents be noted.

FLORA AND FAUNA ASSESSMENT

Mount Glen Rock - Esk

For Somerset Regional Council



Native Foresters

Natural Resource Management Consultants

Email: simon@nativeforesters.com

Mob: 0407 757 872

Document No: 231218-FF

Date: 5th February 2024- Revision 3

DISCLAIMER

The authors do not accept any form of liability, be it contractual, tortious, or otherwise, for the contents of this document or for any consequences arising from its use or any reliance placed upon it. This report has been compiled on the basis of existing literature, information, and a targeted survey. Native Foresters does not undertake responsibility arising in any way to any persons in respect of the data, errors, or omissions arising, through misinterpretation of information, negligence or otherwise, however caused. Native Foresters is an independent consulting company undertaking projects in Natural Resource Management.

All work conducted as part of this survey was conducted under the DERM Scientific Purposes Permit number WQA0035991 and DEEDI Animal Ethics Committee number CA 2020/08/1398 and in accordance with the relevant regulations.

STUDY TEAM

Simon McVerry (BASc – NRM) - Project Director
 Dr Scott Burnett (PhD) – Fauna consultant and field work
 Tony Bright – Fauna consultant & field work
 Tim O'Reilly (BASc) – Fauna & flora consultant, field work & reporting
 Scott Edwards (B.Sci. ERM) – Bushfire consultant

DOCUMENT CONTROL

Project:	Mount Glen Rock Mountain Bike Trail Project
Document:	Preliminary Flora and Fauna Assessment
Document No.:	231212-FF- Rev 3
Client:	Somerset Regional Council
Project Manager:	Daniel Rowe

ACKNOWLEDGEMENTS

Native Foresters acknowledges and pays respect to the Traditional Custodians of the lands and waters of the nation, and pays respects to their Elders, past, present and future.

The authors would like to acknowledge the advice and information received from the following people or groups:

- Darren McPherson provided valuable insights into the park's environmental and historical values.
- Dr Bill McDonald and Dr Ian Gynther provided expert advice on the fauna and flora communities of the Esk region.
- James Bonner, Jagera Daran - Cultural Heritage advisor provided a cultural induction for the survey team working on Jagera Daran country.
- University Sunshine Coast – Provision of information on Koala presence at Mt Glen Rock.

EXECUTIVE SUMMARY

Somerset Regional Council (Council) is undertaking a master plan process for a multi-use recreational area encompassing mountain bike trails, walking trails and associated infrastructure on and around Mount Glen Rock. Native Foresters has been engaged to conduct ecological assessments of the site to inform this master planning process. The field surveys have been conducted with results presented in this report. The key findings of the surveys are as follows:

FLORA:

- Vegetation communities across the site are generally intact and are consistent with the mapped regional ecosystems for the site.
- Vegetation within the lower elevation riparian areas has good canopy cover with large trees occurring although weed species are present and dominant in some areas in the lower and groundcover strata. Some of the understorey weeds, particularly Lantana, have been reduced in a burn off which occurred subsequent to the initial survey.
- Vegetation in the upper parts of the Mount Glen Rock has been impacted by hot bushfires in recent years with a resulting absence of large trees and a dense regenerating understorey affecting the integrity of the vegetation community.
- Eight specimens of Lloyd's Native Olive (*Notelaea lloydii*) were identified by Native Foresters and Council within the works footprint or within the site's clearing impact area. This species is listed as Vulnerable under the *Nature Conservation Act 1992*.
- None of the EPBC listed Threatened Ecological Communities identified in the desktop assessment were identified as occurring onsite during the site surveys.
- It is noted that the Bushfire Hazard Overlay Mapping is considered accurate for the site and the site is subject to a Very High Potential Bushfire Hazard with the observed impacts of wildfire on the elevated western slopes considered to be severe and habit changing.

FAUNA:

- The range of habitats in the survey area support the breeding and habitation requirements of a diversity of native fauna, including but not limited to 60 native bird species, 29 native mammals, 13 native reptiles and three native amphibians.
- The upper rocky slopes provide important habitat areas for a range of adapted species while the lower slopes and riparian areas have increased vegetal cover and areas of coarse woody debris and associated habitat features including the presence of ephemeral waterways that provide important habitat functions onsite.
- The survey area contains mapped Essential Habitat for the Endangered Koala and the Vulnerable Brush-tailed Rock-wallaby and both species were confirmed as occurring onsite. Several additional records for both species from local naturalist groups and a study conducted by the University of the Sunshine Coast have been included in the results of this report.
- The collation of relevant ecological data including the presence of CREVNT listed flora and fauna species across the site informs an understanding of the potential environmental impact of any proposed development works so that appropriate avoidance and mitigation strategies can be enacted in order to preserve the ecological integrity of the area.

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Glossary & Abbreviations

ASL	Above sea level
Council	Somerset Regional Council
CREVNT	Listed species under the Nature Conservation Act 1992, CR – Critically Endangered, E – Endangered, V – Vulnerable, NT – Near Threatened
DBH	Diameter at breast height
DCCEEW	Department of Climate Change, Energy, the Environment and Water (Commonwealth)
DES	Department of Environment and Science (State)
EPBC Act	Environment Protection and Biodiversity Conservation Act 1999
KHA	Koala Habitat Area (Core)
KPA	Koala Priority Area
MNES	Matters of National Environmental Significance as per the EPBC Act 1999
MSES	Matters of State Environmental Significance as per the QLD State Planning Policy
NCA	Nature Conservation Act 1992
PMST	Protected Matters Search Tool
RE	Regional Ecosystem as defined under the VMA 1999
SL	Special Least Concern under the NCA 1992
TEC	Threatened Ecological Community
TPZ	Tree Protection Zone as per AS497—2009 Protection of trees on development sites
VMA	Vegetation Management Act 1999

1.0 INTRODUCTION

Native Foresters has been commissioned by Somerset Regional Council (Council) to conduct a flora and fauna survey and habitat assessment of the Mount Glen Rock area. Council is proposing a multi-use recreational area encompassing a mountain bike trail network as well as walking trails and associated infrastructure on and around Mount Glen Rock, adjacent to the town of Esk. A preliminary survey was undertaken in March 2023, with a follow-up survey occurring in October 2023 to ensure that that flora and fauna with differing peak flowering and activity periods were captured in order to provide a more comprehensive understanding of the environment values present. The field surveys focused on the local Fauna and Flora assemblages and the general ecological condition of the site.

1.1 Background

Council has undertaken a draft master plan process for the development of Mount Glen Rock reserve which includes the development of 28km of trails across the site, including mountain bike trails, walking trails and associated infrastructure. Various reports have been developed through this master planning process. Native Foresters reviewed the following reports and undertook a further desktop analysis to inform the field based ecological surveys:

- Mount Glen Rock Master Plan – Background Research Report by Otium Planning Group Pty Ltd. in October 2021, (Otium, 2021).
- Preliminary Ecological Constraints Assessment – Mount Glen Rock Mountain Bike Trails Project by Trend Ecology in January 2022, (Trend Ecology, 2022).
- Mount Glen Rock Mountain Bike Trails Concept Report by World Trails in January 2022 (World Trails, 2022).

1.2 Objectives of the report

The objectives of this flora and fauna assessment are to investigate and report on the ecosystems, vegetation communities, and flora and fauna species occurring, or likely to occur, at the proposed project site. The objectives of the report are as follows:

- To provide the results of the March and October 2023 flora surveys undertaken in accordance with the *Nature Conservation Act 1992 (NCA)* and the *Flora Survey Guidelines – Protected Plants* (DES, 2020a).
- To provide the results of the March and October 2023 fauna surveys and breeding places assessments undertaken in accordance with the *Species Management Program Requirements for tampering with a protected animal breeding place in Queensland* (DES, 2020b), the *NCA* and *Nature Conservation (Animals) Regulation 2020*.
- To comment on the potential impacts of any proposed works on native flora and fauna, including State and/or Commonwealth listed species and their breeding habitat.

This ecological report encompasses the desktop analysis and the results of all fieldwork completed in order to assess how the construction and operation of the proposed trail network may impact on the environmental values identified onsite and assess potential mitigation and avoidance strategies to reduce the impacts on those identified values.

1.3 Site description

The proposed bike trails are planned across Mount Glen Rock which includes one freehold Council parcel (Lot 2 RP156580) and four parcels of Council reserve (Lots 141, 242, 243 on CSH2097 and Lot 239 CA31444) across an area of 208.1 hectares. The site is located within the Somerset Regional Council, adjacent to the eastern edge of the town of Esk. There is one constructed trail, known as Sandy Creek Fire Break Trail, and other informal tracks are in existence across the site associated with historical land uses. Refer to **Figure 1** for the site location and survey area.

Mount Glen Rock is a rocky mountainous area with two main peaks that rise to approximately 320 metres above sea level (ASL). Summit cliffs occur in parts of the mountain, particularly on the western and southern sides, and the upper slopes are steep and littered with scree. The lower slopes gradually decrease in steepness before meeting the fire trail near Sandy Creek on the western side of the reserve at approximately 110 metres elevation ASL. Esk Creek forms part of the eastern boundary of the reserve (i.e., Lot 141 CSH2097) and is approximately 95 metres ASL.

Underlying geology across most of the site has been described by Wilson and Taylor (2012) as Land Zone 12 - Mesozoic to Proterozoic igneous rocks, forming ranges, hills, and lowlands. Land Zone 3 - recent Quaternary alluvial systems, occurs around Sandy and Esk Creeks.

Existing impacts on the site include:

- i) Historical logging on the lower slopes.
- ii) The presence of feral predators including Red Fox (*Vulpes vulpes*) and Dingo/wild dog (*Canis* sp.) which prey on native mammals and reptiles, and Black Rat (*Rattus rattus*) which competes with native terrestrial mammals.
- iii) Impacts to vegetation and native fauna through intense fires in recent seasons, including the loss of larger trees in higher parts of the mountain and changes to understorey composition and density.
- iv) Climate change impacts including increased likelihood of extreme wildfire and drought, leading to habitat decline and drought-stressed trees.
- v) Moderate to dense infestations of environmental weeds, including Lantana (*Lantana camara*) and Prickly Pear (*Opuntia stricta*) which outcompete native woodland species in some areas.
- vi) Presence of erosion on some steeper sections of the informal tracks on the mountain.
- vii) Surrounding rural properties, including the presence of domesticated animals such as cats and dogs.
- viii) Edge effects (e.g., increased dust, pollution and noise) from adjacent major roadways (e.g., Brisbane Valley Highway).

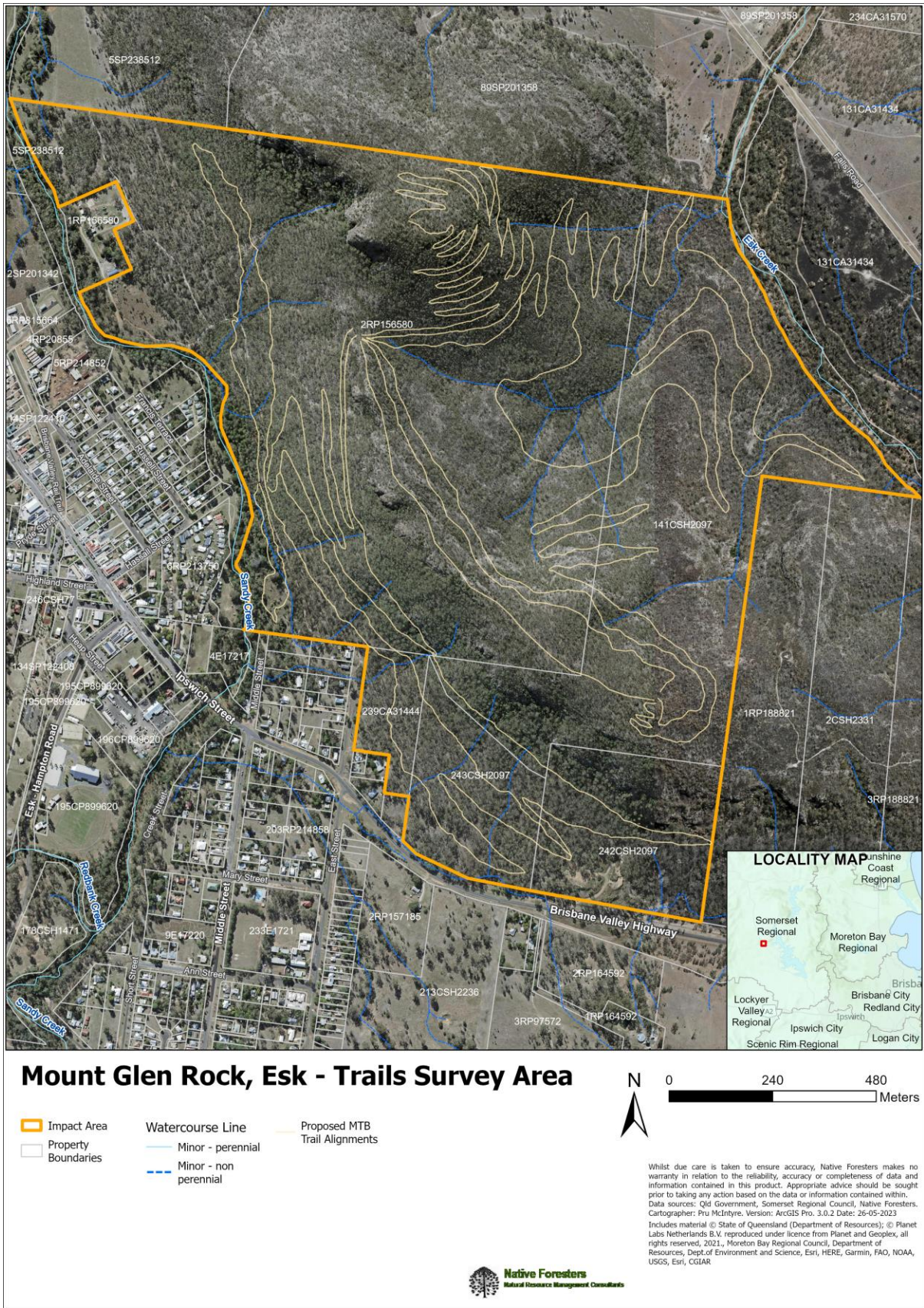


FIGURE 1: Survey area

1.4 Applicable Legislation

The following legislation was reviewed to evaluate the habitat values on the site for State and Commonwealth listed flora and fauna species. **Section 4** addresses the potential legislative requirements associated with the project.

Commonwealth Legislation:

- *Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)*

State Legislation:

- *Biosecurity Act 2016 and Biosecurity Regulation 2016*
- *Environmental Offsets Act 2014 and Environmental Offsets Regulation 2014*
- *Fisheries Act 1994 and Fisheries Regulation 2008*
- *Nature Conservation Act 1992 (NCA)*
 - *Nature Conservation (Animals) Regulation 2020*
 - *Nature Conservation (Plants) Regulation 2020*
- *Nature Conservation (Koala) Conservation Plan 2017*
 - *Nature Conservation and Other Legislation (Koala Protection) Amendment Regulation 2020*
- *Planning Act 2016 and Planning Regulation 2017*
- *Vegetation Management Act 1999 (VMA)*

Local Legislation:

- Somerset Region Planning Scheme 2016

1.5 Proposed works

Based on the preliminary design the proposed works involve the construction of a mountain bike trail network approximately 28 km in length, encompassing up to 12 mountain bike trails, walking trails and associated trail head infrastructure including signage, bike racks and shelters within the 208.1ha site. The clearing impact area, defined under section 249 of the *Nature Conservation (Wildlife Management) Regulation 2006*, is the area to be cleared together with a buffer zone – an additional area 100m in width around the development footprint. Therefore, for this project the 100m Protected Plants buffer around the existing works footprint, gives a clearing impact area of approximately 214 hectares. **Figure 2** shows this area as well as providing the layout for the preliminary track design.

The following notes are relevant to trail construction and the extent of impacts resulting from works:

- Vegetation clearing required to construct the trails will involve a 0.6 to 0.9m-wide corridor for mountain bike trails, and 1.5m to 3.0m wide corridor for shared use trails, with minor clearing at existing trailhead locations. Clearing of mature trees will generally be avoided by winding through forest openings.
- Excavation of soil and other material for track construction including the use of site rock for track stabilisation and rock armouring where required.
- Where bike trails cross tree roots that are raised above ground level, soil and fill generated during construction will be used to elevate the trail across the roots. Some sections will require downslope rock walling to facilitate the elevation of the trails across tree roots.

- Works as proposed will include trail crossing over a number of ephemeral drainage lines and waterways and will be constructed to recognised international mountain bike standards for water management, with armoured gully and creek crossings that can withstand flowing water.
- The current trail network does not include crossings of Sandy Creek or Esk Creek, both mapped as Major (Purple) Risk Waterways under Fisheries mapping with both are defined as a “watercourse” under the *Water Act 2000*.

1.6 Impacts on site ecological values

Potential direct and indirect impacts to existing flora and fauna habitat from the proposed works may include:

- Sedimentation and erosion of soil from disturbed areas following rain events impacting water quality of downstream waterways.
- The extent of vegetation clearing is to be determined following the completion of a detailed design. Based on the preliminary design, the works impact area includes up to 8 different mapped Regional Ecosystems (remnant and regrowth areas) that may be impacted by works,
- Potential impact to culturally significant features occurring through the site.
- There is potential removal of native trees with a diameter at breast height (dbh) of over 200mm, including habitat trees for Koala (*Phascolarctos cinereus*). These trees occur in close proximity of the proposed tracks, and some may have to be removed to allow for construction, trailhead infrastructure and/or machinery access.
- Potential disturbance to the Tree-root Protection Zones (TPZs) of additional native trees during construction.
- Disturbance to understorey vegetation, holes, cracks and crevices that provide cover and foraging and breeding habitat for small reptiles and mammals.
- Removal of stumps, logs, and associated disturbance to soil, leaf litter and debris, causing loss and/or disturbance of habitat, including breeding habitat, for reptiles, amphibians and mammals.
- Potential for dispersal and introduction of weeds by machinery/works.
- Compaction of soil and destruction of depressions/burrows used by native fauna.
- Disturbance of habitat within the laydown area for the site through stockpiling of cleared vegetation, soil and construction materials.
- Potential for construction phase and ongoing disturbance of brush-tailed rock wallaby daytime shelter sites
- Potential for increased predation risks to rock wallabies by providing greater access by dingoes, wild dogs and foxes.

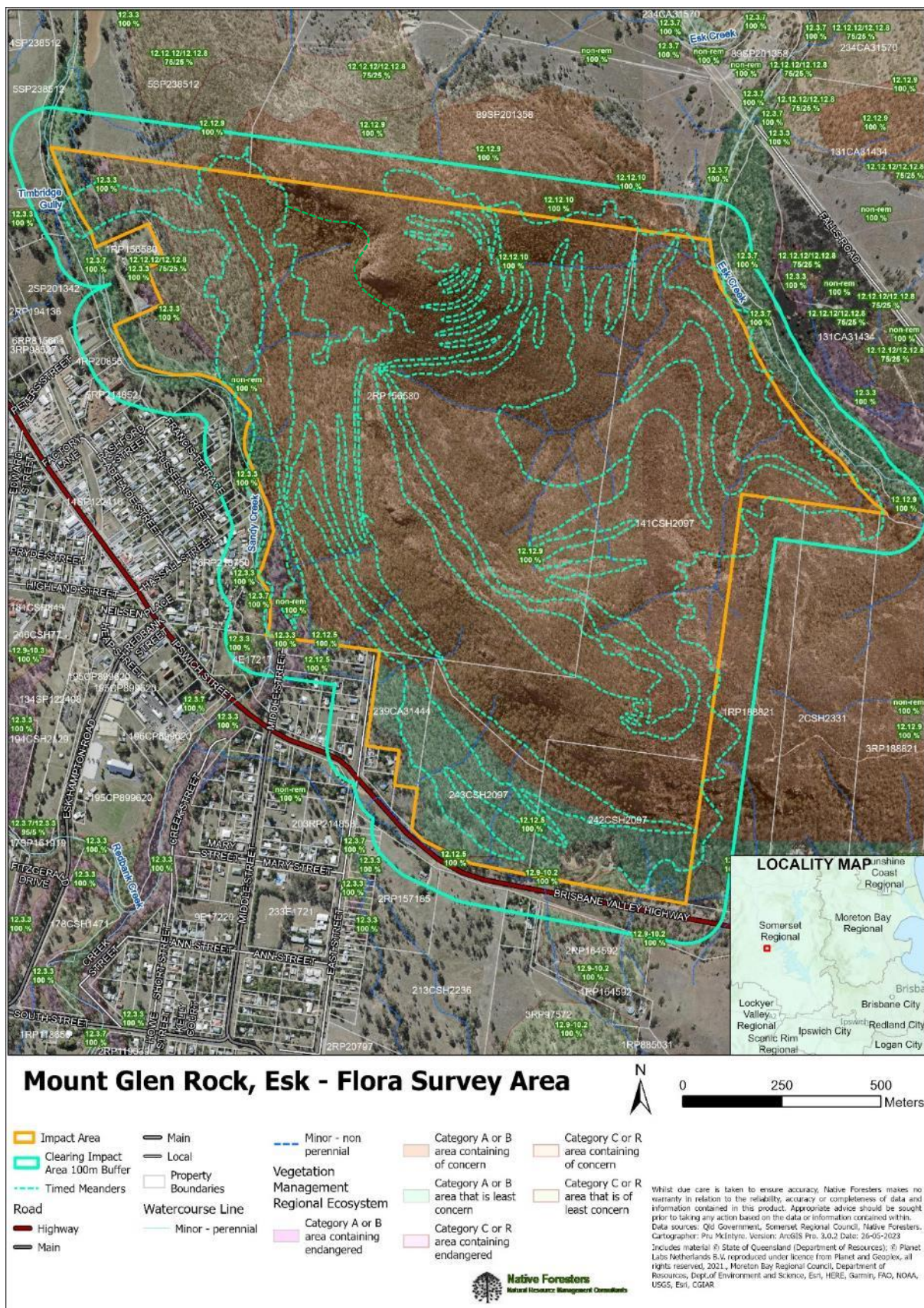


FIGURE 2: Flora Survey area and location of timed meanders

2.0 METHODOLOGY

2.1 *Desktop review*

The desktop review consisted of searches of local, state and commonwealth government planning instruments and databases, as well as relevant academic literature. Multiple databases were utilised to determine species, communities, and areas of conservation significance with potential relevance to the works impact area (2km radius around central coordinates, -27.2345° S, 152.4304° E or Lot on Plan, dependent on database). Sources of information are listed below and further described in **Appendix A**.

Commonwealth:

- a) EPBC Protected Matters Search Tool (DCCEEW, 2023), which includes:
 - Matters of National Environmental Significance (MNES)
 - Other matters protected by the *EPBC Act*

State:

- a) Vegetation Management Property Report (Queensland Government, 2023a), which includes:
 - Regulated Vegetation Management Map,
 - Vegetation Management Supporting Map,
 - Essential Habitat table and map,
 - Protected Plants Flora Survey Trigger Map, and
 - Koala Priority Area, Koala Habitat Area and Koala broad-hectare area map.
- b) WildNet Report (Queensland Government, 2023b).
- c) Matters of State Environmental Significance (Queensland Government, 2023c), which includes:
 - State conservation areas,
 - Wetlands and waterways,
 - Threatened wildlife and special least concern species,
 - Koala habitat area, and
 - Regulated vegetation.
- d) Queensland Waterways for Waterway Barrier Works spatial data layer and guideline (Queensland Globe, 2023 and DAF, 2021).

Non-government:

- a) Trend Ecology (2022), Mount Glen Rock Mountain Bike Trails Project – Preliminary Ecological Constraints Assessment.

2.2 *Flora survey*

An experienced botanist undertook systematic botanical analyses on 5th – 8th March, 23rd – 24th March and 10th – 11th October 2023 to assess the vegetation communities occurring within and around the survey area. The survey was consistent with the *Flora Survey Guideline – Protected Plants (NCA 1992)*, and particular attention was given to searching for Critically Endangered, Endangered, Vulnerable or Near Threatened (CREVNT) listed flora species in the works impact area. Certification of the suitably qualified person who led the survey is provided in **Appendix B**.

Timed meander surveys were undertaken in alignment with the *Flora Survey Guidelines* (DES, 2020a), in each determined habitat type (or Regional Ecosystem) within the CIA. The guidelines require the following in relation to timed meander surveys:

- Each habitat type must be surveyed with a timed meander to maximise coverage of habitat and the encounter rate of different species.
- Identities of any threatened plants or near threatened plants (listed CREVNT species) and associated locational data must be recorded;
- Record the time every 2 – 5 minutes and pause the timed meander if the survey needs to be interrupted;
- Search habitat types until no new threatened or near threatened plants have been observed for 30 minutes, OR when the entire habitat type has been surveyed;
- Meanders must be undertaken (at a minimum) at the following rate per area of habitat type:
 - <2ha, requires one (1) meander;
 - between 2ha and 10ha, requires two (2) meanders;
 - between 10ha and 100ha, requires four (4) meanders;
 - >100ha, six meanders

A minimum of 10 hours of active survey was undertaken in the CIA as eight habitat types were determined to occur in an areas varying in size from <1ha to over 100ha.

In the event that an CREVNT-listed plant was identified during the timed meander surveys, a more comprehensive and systematic assessment to determine the species extent and density was conducted using a population survey.

The population survey methodology follows that described in section 6.2.6 of the *Flora Survey Guidelines* (DES, 2020a), and involved capturing GPS points of the population extent by traversing the periphery of the population and recording the total number of individuals present to determine the species population density.

2.2.1 Vegetation in the Protected Plant 100 metre buffer

A population survey was undertaken within the 100m buffer surrounding the located Vulnerable species to record the extent and density of the *N. lloydii* population. Further information relating to population survey and the CREVNT flora species recorded within the 100m buffer is shown below in **Section 3.2.2**.

2.3 Fauna survey

An appropriate survey regime was devised based on results of the desktop survey, initial site visit and identification of habitat features suitable for listed species. Two surveys were conducted, with the first from 5th - 8th March 2023 (Field Trip 1) and the second from 9th – 12th October 2023 (Field Trip 2). The survey methodology used was consistent with the *Terrestrial Vertebrate Fauna Survey Guidelines for Queensland* (DSITIA, 2012). The survey team was comprised of three members with specific skills in ecology, fauna identification, fauna survey and trapping, and was led by Dr Scott Burnett, with the certification of the suitably qualified person provided in **Appendix C**. The survey methods employed are described below.

2.3.1 Fauna trapping transects

Transect-based monitoring (including fauna trapping) was undertaken during Field Trip 1 only. Three fauna survey transects were established and trapping was undertaken on the lower western and southern flanks of Mount Glen Rock and operated for three nights from the 5th – 8th March 2023. Each transect consisted of fifteen Elliot type A live-traps baited with a mixture of peanut butter, rolled oats and golden syrup. Traps were spaced approximately 10 metres apart on each transect. The transect line was then checked each morning and evening. Captured individuals were released and each trap was rebaited, until day 4 of the survey when the traps were removed.

Herptile funnel traps with a drift fence were deployed in each transect to target small reptiles. A 500mm high wire mesh drift fence was deployed along a contour line, 15m long, in habitat suitable for the target species. Six funnel traps (rectangular mesh covered frame with a funnel shaped entry point at each end) were deployed at either end of the midpoint of each drift fence. The trap line was established and GPS marked on day 1 of the survey and then checked each morning and evening with any animals released, until day 4 of the survey when the traps were removed.

Trapping transect sites were chosen to sample the dominant Regional Ecosystems which were accessible from highways and roads on the western side of the site. Each was located in the vicinity of proposed trails. See **Appendix D** for an overview of habitat and locations at each of the trapping transects.

2.3.2 Remote camera traps

Remote camera trapping was undertaken during both Field Trips. During Trip 1 ten trail cameras (Reconnyx HC500 and HC550) were established at 12 points on the western aspect of Mount Glen Rock between 5th and 24th March 2023. A pair of camera traps were also established at either end of each of the three fauna trapping transects with one of each pair baited with peanut butter, and the second pair baited with four uncooked chicken necks. The remaining six cameras were set opportunistically across the western slopes of Mount Glen Rock. Due to planned burns in the riparian area, the two camera traps at Site 3 were moved after two nights and redeployed further up the slopes of Mount Glen Rock, out of the planned burn zone.

During Trip 2, ten trail cameras (Reconnyx HF2 Pro White flash) were deployed at 10 points on the eastern aspect of Mt Glen Rock. Each trail camera was baited with peanut butter and a slice of fresh apple. Trail cameras were retrieved after the fourth night of deployment due to a forecast extreme fire danger at the site. Site locations are provided in **Appendix D**.

2.3.3 Microbat surveying

Microbat species were surveyed using live capture and ultrasonic detection techniques during both Field Trips. Live -trapping was undertaken during the first field trip only.

During Trip 1, five ultrasonic bat detectors, (Anabat Swift, Titley Electronics) were placed at five sites (Table 2) where they were deployed for two nights, with the exception of sampling Station AS05 which was set for one night only. Three detectors were established at each of the three fauna trapping transects and the remaining detectors were deployed at opportunistic sites on the western flanks of Mount Glen Rock.

Live trapping utilised a harp trap on the night of the 7th March 2023. This harp trap site was established at the junction of an unnamed gully and Sandy Creek. Harp trapping is an intercept trapping technique which requires the positioning of the harp trap in a natural bat flyway where bat activity is concentrated towards the trap. This requires positioning of the trap across road or trackways through dense vegetation, or across narrow water bodies or gullies.

During Field Trip 2, five ultrasonic bat detectors, (Anabat Swift, Titley Electronics) were utilised for between one and four nights at six sites. Bat detectors were located opportunistically so as to provide broad coverage of parts of the study area not surveyed during Trip 1, with particular emphasis on sampling cliff lines and pools of water in drainage lines on the eastern side of the mountain. Refer **Appendix D** for the locations of the detectors.

2.3.4 Opportunistic and targeted observation surveys

Direct observation surveys were undertaken during both field sessions, during day and night time traverses of the site. Daytime traverses included targeted traverses of rock wallaby and koala habitat and included searches for reptiles and amphibians. Opportunistic surveys were undertaken while traversing the site during the course of other activities such as deploying trail cameras and bat detectors and undertaking flora assessments. Night time traverses generally targeted nocturnal mammals, birds, reptiles and amphibians. These searches utilised the following methods:

- Active search – for all fauna under in accessible hollows, logs, rocks, leaf litter, and decorticated bark.
- Night-time spotlighting using hand held torches assisted by an infra-red (IR) imaging device (Hikmicro Lynx LH19 monocular).
- Passive search – identifying species both visually and aurally while undertaking other activities.
- Tracks, scats and traces – opportunistic searches for signs of an animal's presence, such as scats, tracks, feeding traces or skeletal remains.
- Aural survey – listening for frogs and birds.

2.4 Breeding places and fauna habitat assessment

A fauna habitat assessment was undertaken during the field investigations. This assessment was based on the habitats present, the listed threatened species known to occur or potentially occurring within the locality, and the occurrence of specific breeding places or breeding habitat for these species.

This report follows the definition of “breeding places” provided in s332 of the *Nature Conservation (Wildlife Management) Regulation 2006*. For species such as Koala and frogs, who do not use a habitual breeding place, the term ‘breeding habitat’ is used in lieu of ‘breeding place’. The fauna habitat assessment is important in determining undetected species that may occur in the area. Habitat features that were considered included:

- i. *Presence of hollow-bearing trees*: These may be used by birds, reptiles or arboreal mammals to incubate or rear offspring;
- ii. *Presence of bowers, nests, dreys*: These structures are commonly used by birds or mammals to incubate or rear offspring;

- iii. *Presence of caves, mounds, burrows, ground hollows and/or coarse woody debris:* These structures are commonly used by birds, mammals, reptiles or amphibians to incubate or rear offspring;
- iv. *Presence of permanent water, ephemeral ponding, depressions and/or, seasonally inundated areas:* Waterbodies may be used for breeding by aquatic species or amphibians, or may provide intermittent breeding habitat for opportunistic species;
- v. *Presence of large trees:* Large trees can be a dominant feature of native vegetation and are difficult to replace once lost. Their influence for wide-ranging species can extend over a considerable distance from their location.
- vi. *Canopy cover:* The uppermost stratum of woody vegetation that forms the canopy functions as habitat for birds and arboreal mammals, provides food and resources, and determines the degree of light penetration and heat reaching the lower strata and ground detrital layer.
- vii. *Weed cover:* Weeds can dominate and suppress native plant growth which affects the diversity of food sources; they can change the fuel or litter characteristics of a site, thereby altering the fire regime, and also prevent recruitment and succession of native vegetation.
- viii. *Understorey components:* The shrub and herb strata generally contain the greatest plant species richness and can be an indicator of disturbance and changes in condition.
- ix. *Organic litter, fallen timber and rocks:* Litter cover can be indicative of the degree of disturbance of a site, and can be an important determinant of species recruitment. It will influence soil microclimates, structure and composition, and provide refugia for invertebrates, reptiles, amphibians and ground dwelling mammals.
- x. *Recruitment:* Recruitment of plant species, particularly woody perennials, within all strata reflects the site's long-term viability.
- xi. *Landscape context:* Patch size, connectivity and distance to a core area of vegetation (i.e., > 50ha) can affect regenerative capacity and long-term viability.

Features that were able to be effectively assessed are described in **Section 3.4**. For each listed species that was identified in Essential Habitat mapping or Wildlife Online and likely species from Protected Matters Search Tool (PMST) search, a likelihood of occurrence rating was assigned based on the following:

- Known - species positively recorded by this survey or other survey by qualified ecologists during past 30 years;
- Likely - based on the presence of suitable habitat and recent database records from study area or proximity;
- Possible - suitable habitat present for the species, but no recent database records from the study area or proximity; and
- Unlikely - based on a lack of suitable habitat and lack of proximate records.

2.5 Justification of survey timing and weather conditions

The initial flora and fauna surveys were conducted in mid-autumn in fine, hot conditions with temperatures ranging from 23 - 33 °C, relative humidity of 56 - 75%. Approximately 10mm of rain fell in the area in the week prior to the survey. The follow-up survey occurred in warm spring conditions in temperatures of 13 – 30 °C and relative humidity of 28 – 57%, with approximately 1mm of rain falling at the site in the preceding week.

The timing of the survey is considered suitable for detecting the target CREVNT-listed plant species, *Notolaea lloydii* (Lloyds Olive) which is not deciduous.

The timing of the survey is also considered suitable for detecting Brush-tailed Rock-wallaby (*Petrogale penicillata*), Koala (*Phascolarctos cinereus*) and Squatter Pigeon (*Geophaps scripta scripta*) which are active year-round. Survey timing is optimal for detecting the spring-time territorial bellows of male koalas.

2.6 Survey limitations

Emphasis is placed on surveying listed threatened ecological communities, populations and/or species that are considered likely to occur within the survey area. With respect to opportunistic observations, the possibility exists that certain species may not have been detected during field investigations due to:

- Seasonal inactivity during field surveys;
- Species present within microhabitats not surveyed;
- Species that occur at very low abundance or in very small populations;
- Cryptic species able to avoid detection;
- Transient wide-ranging species not present during survey periods;
- Absence of reproductive material for flora identification; or
- Drought induced leaf fall or senescence.

The lack of observational data on some species should therefore not be taken as necessarily indicating that a species is absent from the site.

The precautionary principle was applied in estimating the likelihood of Commonwealth and State listed species based on habitats identified within the subject site.

3.0 RESULTS

3.1 Desktop review

Results of the desktop review of the relevant databases and mapping are presented in **Table 1**.

TABLE 1: Desktop review of environmental values

DATABASE SEARCH OR MAP PRODUCT NAME	SUMMARY OF RESULTS
Regulated Vegetation	The Mount Glen Rock clearing works impact area contains mapped regulated vegetation including one Endangered Regional Ecosystem (RE), four Of Concern REs and three Least Concern REs, as shown in Table 2 . The Vegetation Management Supporting map is provided in Appendix E .
Protected Plants	Most of the works impact area is mapped as a high-risk of containing CREVNT plant species, and as such the flora survey is subject to the provisions of the Queensland <i>Flora Survey Guidelines – Protected Plants</i> (NCA 1992). The Flora Survey Trigger map is provided in Appendix F .
Essential Habitat	The works impact area contains mapped Essential Habitat for two CREVNT fauna species - the Endangered Koala (<i>Phascolarctos cinereus</i>) and the Brush-tailed rock-wallaby (<i>Petrogale penicillata</i>); and one CREVNT flora species – Lloyd's Native Olive (<i>Notelaea lloydii</i>) as shown on the Vegetation Management Supporting Map.
WildNet	Four CREVNT fauna species, one CREVNT flora species, one Special Least Concern (SL) fauna species and eight SL flora species have been recorded within a two-kilometre radius of proposed works as shown in Table 3 .
EPBC Protected Matters	There is potential for 48 Threatened Species and 16 Migratory Species to occur within 1 – 2 kilometres of the proposed works. There is also potential for three listed Ecological Communities to occur: <ul style="list-style-type: none"> • Lowland Rainforest of Subtropical Australia (Critically Endangered). • Grey box-grey gum wet forest of subtropical eastern Australia • Poplar Box Grassy Woodland on alluvial plains (Endangered). • Subtropical eucalypt floodplain forest and woodland of the NSW north coast and SE Queensland bioregions (Endangered).
Koala Habitat	The site is mapped as Core Koala Habitat, however it is not a designated Koala Priority Area. Refer to Section 4.2 for koala legislation and definitions and Appendix G for maps.

DATABASE SEARCH OR MAP PRODUCT NAME	SUMMARY OF RESULTS
Matters of State Environmental Significance (MSES)	<p>The following MSES are mapped as occurring within or adjacent to the area of interest (Appendix G):</p> <ul style="list-style-type: none"> i) MSES Species <ul style="list-style-type: none"> ○ Threatened (Endangered or Vulnerable) wildlife ○ Special Least Concern animals ○ Koala Habitat Area (SEQ) (Core) ii) MSES Regulated Vegetation <ul style="list-style-type: none"> ○ Regulated Vegetation - Endangered/Of concern in Category B (remnant) & category C (regrowth) ○ Regulated Vegetation - Essential habitat ○ Regulated Vegetation – Intersecting a watercourse <p>Under the <i>Environmental Offsets Act 2014</i> and <i>Environmental Offsets Regulation 2014</i>, offset requirements may apply to assessable developments where it has been determined that there will be a significant residual impact on a prescribed environmental matter.</p>

TABLE 2: Mapped REs in clearing impact area and associated EVNT flora species

RE	VMA status	Description	Category	Area (ha)	Target EVNT Flora species
12.12.9	Of Concern	<i>Eucalyptus dura</i> woodland usually on rocky peaks on Mesozoic to Proterozoic igneous rocks	Remnant/regrowth	154.11/3.95	<i>Cassinia collina</i> , <i>Notelaea lloydii</i> , <i>Acacia pubicosta</i> , <i>Comesperma breviflorum</i>
12.12.5	Least Concern	<i>Corymbia citriodora</i> subsp. <i>variegata</i> , <i>Eucalyptus crebra</i> woodland on Mesozoic to Proterozoic igneous rocks	Remnant/regrowth	16.08/0.59	<i>Cycas megacarpa</i> , <i>Notelaea lloydii</i>
12.12.10	Of Concern	Shrubland of rocky peaks on Mesozoic to Proterozoic igneous rocks	Remnant	9.29	<i>Cassinia collina</i> , <i>Melaleuca Formosa</i>
12.12.12	Of Concern	<i>Eucalyptus tereticornis</i> , <i>Corymbia intermedia</i> , <i>E. crebra</i> +/- <i>Lophostemon suaveolens</i> woodland on Mesozoic to Proterozoic igneous rocks	Regrowth	4.10	<i>Coleus omissus</i> , <i>Cycas megacarpa</i> , <i>Notelaea lloydii</i> , <i>Paspaladium grandispiculatum</i> .
12.3.7	Least Concern	<i>Eucalyptus tereticornis</i> , <i>Casuarina cunninghamiana</i> subsp. <i>cunninghamiana</i> +/- <i>Melaleuca</i> spp. fringing woodland	Remnant/regrowth	3.69/0.18	<i>Notelaea lloydii</i>
12.3.3	Endangered	<i>Eucalyptus tereticornis</i> woodland on Quaternary alluvium	Regrowth	2.14	<i>Notelaea lloydii</i> , <i>Rhaponticum australis</i>
12.12.8	Of Concern	<i>Eucalyptus melanophloia</i> woodland on Mesozoic to Proterozoic igneous rocks	Regrowth	1.37	<i>Coleus omissus</i>
12.9-10.2	Least Concern	<i>Corymbia citriodora</i> subsp. <i>variegata</i> +/- <i>Eucalyptus crebra</i> open forest on sedimentary rock	Regrowth	0.97	<i>Notelaea lloydii</i> , <i>Grevillea quadricauda</i>

TABLE 3: Listed species in WildNet/RVMM within 2km of site

SCIENTIFIC NAME	COMMON NAME	NCA STATUS	EPBC STATUS	SOURCE
EVNT FAUNA				
<i>Geophaps scripta</i>	Squatter Pigeon (southern subspecies)	V	V	WildNet
<i>Petrogale pencillata</i>	Brush-tailed Rock-wallaby	V	V	RVMM, WildNet
<i>Phascolarctos cinereus</i>	Koala	E	E	RVMM, WildNet
<i>Pteropus poliocephalus</i>	Grey-headed Flying-fox	C	V	WildNet
EVNT FLORA				
<i>Notelaea lloydii</i>	Lloyd's Native Olive	V	V	RVMM, WildNet
SL FAUNA				
<i>Tachyglossus aculeatus</i>	Short-beaked Echidna	SL	-	WildNet
SL FLORA				
<i>Acianthus fornicatus</i>	Pixie Caps	SL	-	WildNet
<i>Caladenia catenata</i>	White Fingers	SL	-	WildNet
<i>Cyanicula caerulea</i>	Blue Fairy	SL	-	WildNet
<i>Dendrobium kingianum</i>	Pink Rock Orchid	SL	-	WildNet
<i>Drosera lunata</i>	Tall Sundew	SL	-	WildNet
<i>Pterostylis nutans</i>	Nodding Greenhood	SL	-	WildNet
<i>Pterostylis ophioglossa</i>	Snake-tongue Greenhood	SL	-	WildNet
<i>Wahlenbergia gracilis</i>	Sprawling blurbell	SL	-	WildNet

3.2 Flora assessment

3.2.1 Vegetation within the proposed clearing area

The Mount Glen Rock survey area includes a diversity of soil types, including alluvium around Sandy Creek, sandstone on the lower slopes at the southern end of the site and volcanics on upper parts of the mountain. Combined with other variables, such as aspect and soil depth, this has resulted in a diverse range of vegetation communities in the survey area, and eight REs are mapped for the site. Shallow, rocky, volcanic soils dominate much of the site, and RE 12.12.9 *Eucalyptus dura* woodland usually on rocky peaks on Mesozoic to Proterozoic igneous rocks, is mapped over approximately 80% of the survey area. The flora survey confirmed the mapped extent of this community, however the dominant species vary across the site associated with slope, aspect, soil conditions and the impact of fire events, with some areas having been severely impacted by fire in recent seasons. **Figure 3** shows a number of the vegetation communities described below. **Appendix H** provides an ecological communities description including a list of species identified.

On the western lower slopes of Mount Glen Rock, the RE 12.12.9 canopy is dominated by Brown Bloodwood (*Corymbia trachyphloia*), with Swamp Box (*Lophostemon suaveolens*) also common and the occasional Spotted Gum (*Corymbia citriodora*), particularly at lower elevations nearer the creeklines. In general, the understorey is relatively sparse with the occasional Red Ash (*Alphitonia excelsa*) and wattles (*Acacia nerifolia*, *A. sp. cretata*), with sedges, *Lomandras* and grasses (e.g. *Themeda triandra*) at ground level. Weeds are present with Corky Passionfruit (*Passiflora suberosa*) relatively common and Lantana (*Lantana camara*) mostly present at lower elevations.

At higher elevations the terrain becomes steeper and rocky outcrops and small cliffs become prevalent. In these shallower soils, the composition of RE 12.12.9 changes. In the saddle between the main two peaks of Mount Glen Rock, Gum-topped Ironbark (*Eucalyptus dura*) and Queensland Peppermint (*E. exserta*) become the dominant trees, along with the occasional Silver-leaved Ironbark (*E. melanophloia*). In addition the elevated western slopes there are a number of small unmapped areas of dry rainforest within the top sections of the drainage line.

From the saddle, the route to the northern peak passes through areas recovering from severe bushfires, with most of the larger trees killed and the understorey very dense. The most common species include whipstick Brush Box (*Lophostemon confertus*), wattles (*Acacia nerifolia* and *A. sp. cretata*), Pink Hibiscus (*Hibiscus splendens*) and tea-trees (*Leptospermum* sp.). Weeds are relatively sparse although scattered large Pricky Pear (*Opuntia* spp.) are present.

Most of the eastern tracks and elevated southern tracks pass through a mix of dense, shrubby, fire-affected areas and *Eucalyptus dura* / *E. melanophloia* woodland. The lower eastern slopes towards Esk Creek become more open and grassy, with Brown Bloodwood the dominant canopy species.

At the western edge of the survey area near Sandy Creek, the proposed trails traverse riparian habitat including Of Concern RE 12.3.7 *Eucalyptus tereticornis*, *Casuarina cunninghamiana* subsp. *cunninghamiana* +/- *Melaleuca* spp. fringing woodland. However, the community is mapped as regrowth and the flora survey found it was highly disturbed.

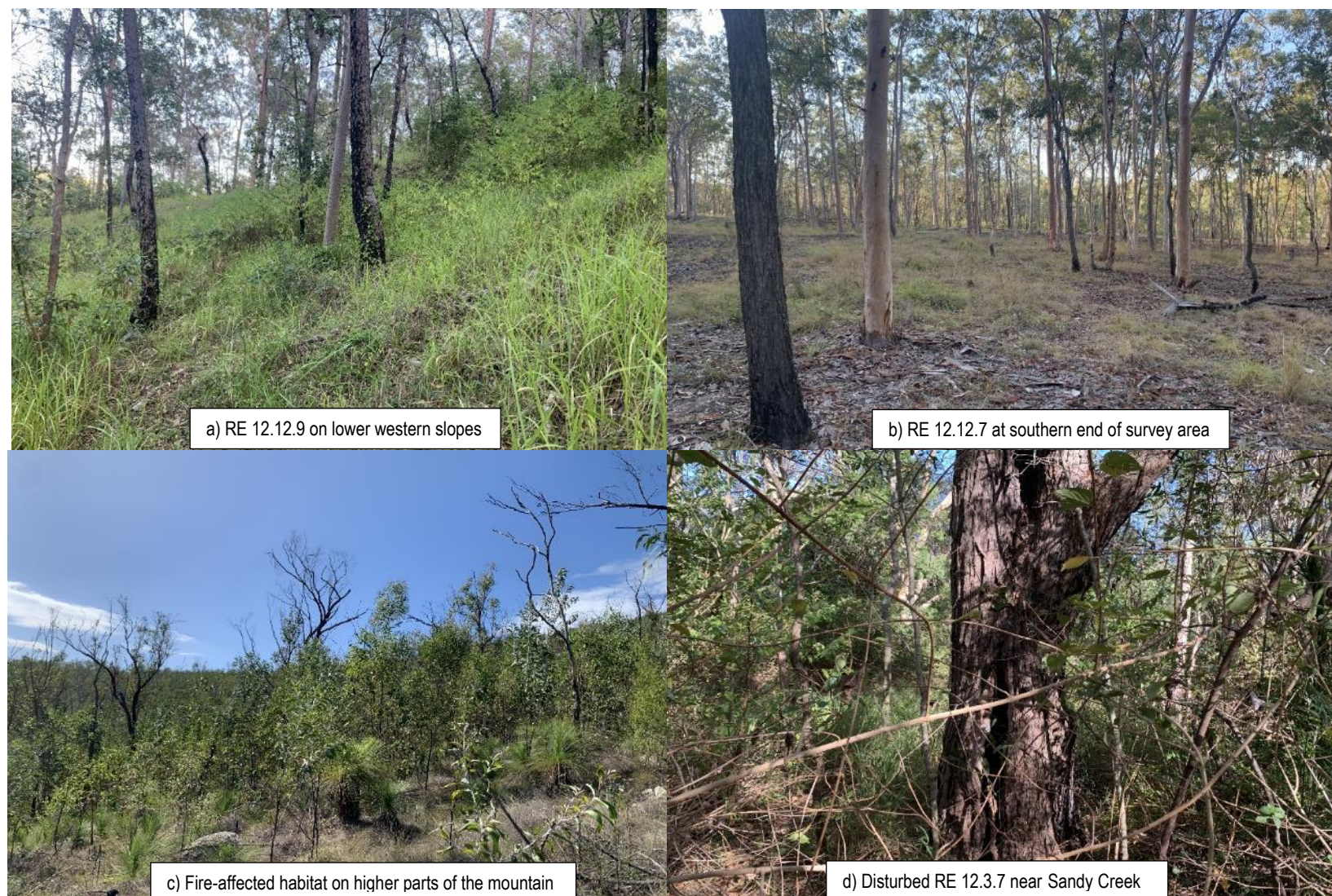


FIGURE 3: Vegetation communities on Mount Glen Rock site

While canopy species consistent with the RE type were present, including large Queensland Blue Gum (*Eucalyptus tereticornis*), the understorey was weed dominated, with dense infestations of Lantana, Chinese Celtis (*Celtis sinensis*) and Madeira Vine (*Anredera cordifolia*), which are all Restricted Invasive Plants.

The lowland sections at the southern end of the survey area are mapped as RE 12.12.5, which was confirmed during the flora survey. Spotted Gum was the dominant canopy species, with Narrow-leaved Ironbark (*Eucalyptus crebra*) and large Gum-topped Box (*Eucalyptus moluccana*) also present. The rocky areas had several Pink Rock Orchids (*Dendrobium kingianum*), and one greenhood orchid (*Pterostylis* sp.) was also detected in the area, both SL species. Weeds were prevalent around the green waste dump at the southern edge of the site, and there was extensive rubbish dumping in some of the gullies, however the understorey across most of the survey area was generally open and grassy with minimal weed incursion. The shrub layer is denser further up the slope towards the base of the cliffs where the community transitions into RE 12.12.9.

3.2.2 Vegetation in the 100-metre buffer

The 100-metre buffer surrounding the proposed trail network is a continuation of the REs described above. Weed incursions were prevalent in the riparian regrowth, however a burn off that was conducted between the surveys had reduced the weeds in the understorey, particularly the previously dense thickets of Lantana. Native species were dominant in the upper parts although significant areas were fire-affected. Four timed meander surveys were conducted within the 100-metre buffer. The location of the timed meander flora surveys is shown in **Figure 2** and the results are summarised in **Table 4**.

TABLE 4: Results of Timed Meander surveys

Survey 1 Regional Ecosystem 12.12.9 - Target species: <i>Cassinia collina</i> , <i>Notelaea lloydii</i> Starting point GPS coordinates: -27.231944°S 152.425833°E	
Time	Species recorded
10.00am	<i>Notelaea lloydii</i>
11.00am	
Survey 2 Regional Ecosystem 12.12.5 - Target species: <i>Cycas megacarpa</i> , <i>Notelaea lloydii</i> Starting point GPS coordinates: -27.24578°S, 152.43194°E	
Time	Species recorded
12.00am	<i>Nil</i>
1.00pm	
Survey 3 Regional Ecosystem 12.12.10 - Target species: <i>Cassinia collina</i> , <i>Melaleuca formosa</i> Starting point GPS coordinates: -27.23319°S, 152.43112°E	
Time	Species recorded
2.00pm	<i>Nil</i>
3.00pm	
Survey 4 Regional Ecosystem 12.3.7 - Target species: <i>Notelaea lloydii</i> Starting point GPS coordinates: -27.23699°S, 152.42485°E, -27.23297°S, 152.43643°E	
Time	Species recorded
4.00pm	<i>Notelaea lloydii</i>
5.00pm	

3.2.3 Threatened Plants Population Survey

The threatened plant population survey identified and mapped a total of eight Lloyd's Native Olive plants as shown in **Figure 4**. The results of the threatened plants population survey are presented in **Appendix I**. The population extent and density were assessed as per the *Flora Survey Guidelines- Protected Plants* (DES, 2020a).

The detected individuals were relatively sparsely scattered. The plants were mostly in riparian vegetation mapped as RE 12.3.7 aside from the two specimens located high on the western escarpment within a narrow microclimate of dry rainforest species too limited in extent to appear in the mapping. Further information on the species is provided in **Section 3.2.5**. No other CREVNT listed flora species were identified during the surveys conducted of the proposed trail alignments.

3.2.4 Threatened Ecological Communities

There are four threatened ecological communities (TEC) listed under the EPBC Act that are mapped as occurring at Mount Glen Rock. Their status in the survey area are as follows:

Lowland Rainforest of Subtropical Australia – Critically Endangered

While scattered native rainforest species occur around Sandy Creek, the community lacks the structure, extent and species composition to meet the criteria of this community.

Grey box-grey gum wet forest of subtropical eastern Australia

None of the REs mapped in the survey area are included as being indicative of the above community. However, the RE 12.9-10.2 occurring at the southern end of the site is mapped as potentially occurring nearby and may be present within the 1km buffer. Further detailed flora surveys will be undertaken in this area to determine whether this TEC is present onsite.

Subtropical eucalypt floodplain forest and woodland of the New South Wales

REs 12.3.3 and 12.3.7 are mapped as occurring in the riparian zone along Sandy Creek. While large canopy species typical of the communities are present, particularly large Queensland Blue Gums, the understorey is weed dominated and includes dense infestations of Restricted Invasive Plants such as Lantana and Madeira Vine, compromising the integrity of the communities and it is not considered that vegetation onsite meets the criteria for this TEC.

Poplar Box grassy woodland on alluvial plains

Poplar Box was not recorded on Mount Glen Rock, and none of the REs regarded as indicative of the community occur in the survey area. This community is most appropriately regarded as transitional between the Brigalow Belt and coastal forests, and while it may occur to the west of the survey area, it is not represented at Mount Glen Rock.

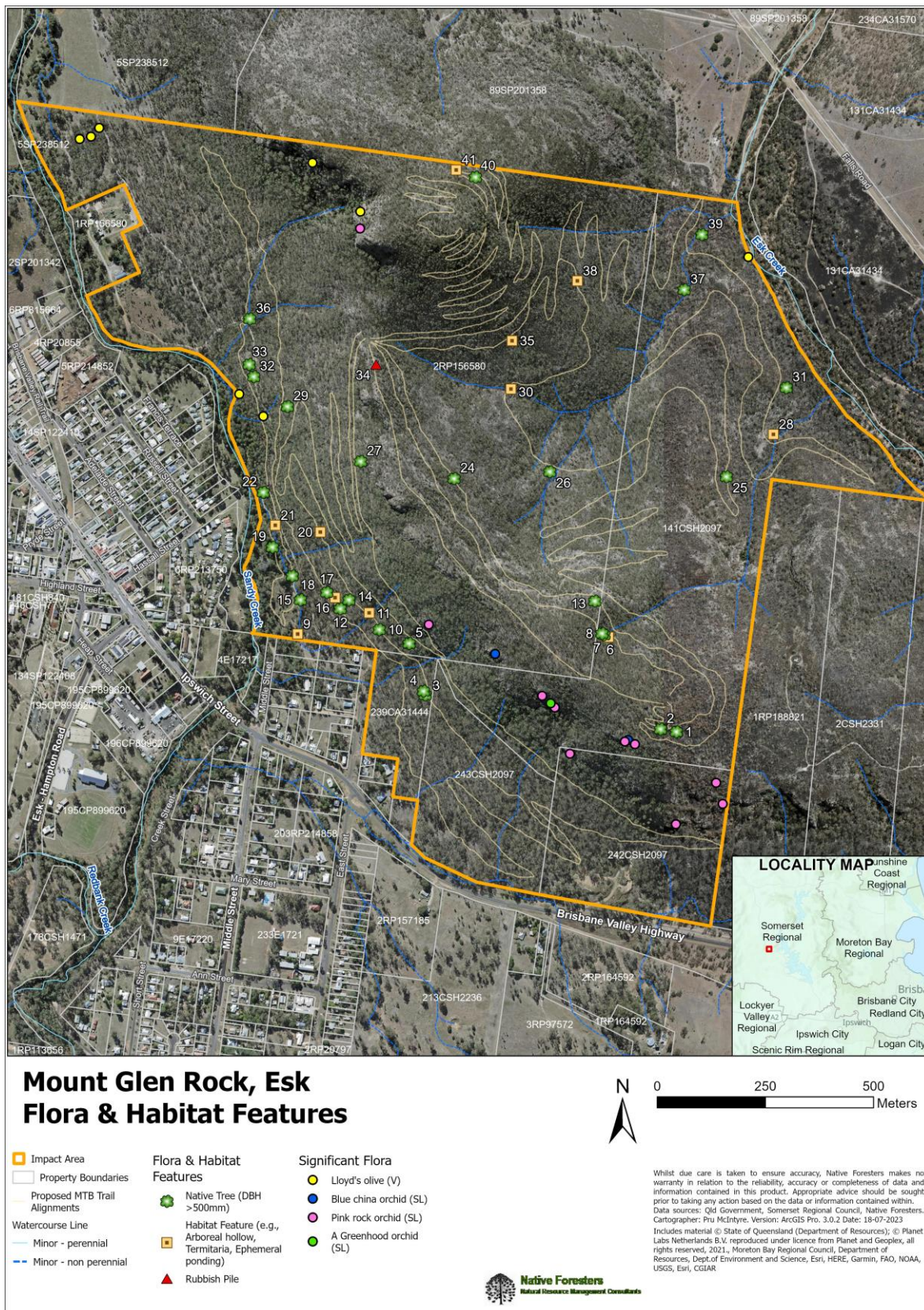


FIGURE 4: CREVNT flora and habitat features

3.2.5 Lloyd's Native Olive

Lloyd's Olive is a shrub, growing to 1–4 m in height with many smooth, pale grey barked stems arising from the base. Stems are approximately 2–4 cm in diameter. The hairless leathery leaves are linear or slightly sickle-shaped, 7–14 cm long and 2–5.5 mm wide with the main veins clearly visible, and slightly raised on the upper leaf surface. Up to 20 flowers grow in groups in leaf axils (upper angle between leaf stalk and stem). Flowers are pale yellow or cream, up to 2 mm in diameter, and on stalks that are 3–5 mm long. The fruits are spherical to ovoid, 5–8 mm in diameter and consist of a hard woody nut with a thin, dark blue skin. It is distinguished by its long, narrow leaves with pinnate venation and translucent oil dots. Lloyd's Olive is found in the ecotone between eucalypt open forests and vine thickets at 80-480 m above sea level (asl) (Guymer 1987). *Notelaea lloydii* is listed as Vulnerable under the NCA 1992 and the EPBC Act 1999.

Eight specimens of Lloyd's Native Olive were observed within the survey area. Three of these are in close proximity to the proposed trails - two are adjacent to the proposed alignment along Sandy Creek and one is near the proposed trail near Esk Creek on the eastern edge of the survey area. There were another two specimens located high on the western escarpment of the site growing at the head of rocky catchments amongst a small section of dry rainforest species. The location of each specimen and associated growth habit, size and habitat notes are included in **Appendix I** and a photo of the plant growing onsite is shown in **Figure 5**.



FIGURE 5: Lloyd's Native Olive at Mount Glen Rock

3.3 Fauna Assessment

The range of habitats in the survey area support the breeding and habitation requirements of a diversity of native fauna, including but not limited to 60 native bird species, 29 native mammals, 13 native reptiles and three native amphibians. **Appendix J** provides a list of fauna species identified during the conduct of surveys. The various survey methods employed are summarised below.

3.3.1 Camera trap results

Brush-tailed Rock-wallabies (*Petrogale pencillata*) was captured at two trail camera stations; one on a remote camera trap near the base of the northern peak of Mount Glen Rock and a second on a remote minor outcrop on the eastern flanks of Mt Glen Rock as shown in **Figure 6**.

Special Least Concern Echidna (*Tachyglossus aculeatus*) was identified by camera trapping as well as several Least Concern arboreal mammals including Common Brush-tailed Possum (*Trichosurus vulpecula*) and Brush-tailed Phascogale (*Phascogale tapoatafa*). In addition to rock wallabies, Swamp Wallaby (*Wallabia bicolor*), and Red-necked Wallaby (*Notamacropus rufogriseus*) were amongst the macropods identified. Both south-east Queensland bandicoot species, Northern Brown and Southern Long-nosed Bandicoots (*Isodon macrourus* & *Perameles nasuta* respectively) were also detected as shown in **Figure 7**. Four species of introduced mammal were identified, including Black rat (*Rattus rattus*), Red Fox (*Vulpes vulpes*) and Red Deer (*Cervus elaphus*). Refer to **Appendix K** for details on camera trap results.

The presence of Brush-tailed Phascogale at multiple sites during the October survey suggests that Mt Glen Rock is an important breeding area for this species. Like the closely related Antechinus, Phascogales are semelparous, with all males dying after mating in June/July, and all remaining adults being females with pouch young or young in dens.

3.3.2 Reptile trapping

Open-litter Rainbow Skink (*Carlia pectoralis*), Yellow-faced Whip-snake (*Demansia psammophis*), Eastern stone gecko (*Diplodactylus vittatus*) were caught in the herptile traps which were located in the eastern part of the site. Active search across the survey area provided additional reptile records as described in **Section 3.3.5**. Day and nighttime searches failed to detect any small elapid snakes or arboreal/rock dwelling gecko species at Mt Glen Rock.



FIGURE 5: Brush-tailed Rock-wallabies from two sites at Mount Glen Rock



FIGURE 6: Fauna captured in remote camera traps

3.3.3 Small mammal trapping

Two small mammal species, the native Pale Field-rat (*Rattus tunneyi*) (**Figure 8**) and the introduced house mouse, *Mus musculus* were captured in Elliot traps. At least four individual *R. tunneyi* and a single *M. musculus*. The dry grassy habitats of Mount Glen Rock are typical habitat of *R. tunneyi* and *M. musculus*. These two species do not represent the entire small mammal community of the entire site. For example, camera trapping detected Brush-tailed Phascogale (*Phascogale tapoatafa*), and Black Rat (*Rattus rattus*) on the trapping grids, although neither species was detected in live traps. This isn't unusual as these species are renowned as being trap shy. A pair of skulls of the eastern chestnut mouse, *Pseudomys gracilicaudatus* were retrieved from an owl pellet on-site, however this species wasn't detected on trail cameras or in Elliot traps.

Other small dasyurid and rodent species not detected by us which have a reasonable likelihood of occurring on the site include; Yellow-footed Antechinus (*Antechinus flavipes*), Common Dunnart (*Sminthopsis murina*), Common Planigale (*Planigale maculata*), Grassland Melomys (*Melomys burtoni*), Fawn-footed Melomys (*Melomys cervinipes*), and Water Rat (*Hydromys chrysogaster*).



FIGURE 7: Pale Field-rat

3.3.4 Microbat survey results

Ten thousand three hundred and nine discrete microbat call sequences were recorded during the two surveys and can be attributed to at least 19 microbat species/species groups from 9403 identifiable calls. **Appendix L** provides further detailed information on the identification of microbat species onsite. During both field trips Gould's Wattled-bat (*Chalinolobus gouldii*) (40% of all identified call sequences) dominated the bat fauna. Ride's Free-tailed Bat (*Ozimops ridei*) (16.5 % of all identified call sequences from Trip 1) and the 40kHz species complex of up to three species (28% of all identified call sequences from Trip 1) were also very commonly recorded across the site during the first field trip in March. During the second field trip, the white-striped free-tailed bat (*Austronomus australis*) (18% of all identified call sequences from Trip 2) replaced these as the co-dominant species with Gould's wattled bat. None of the microbat species detected during this survey are listed under Queensland or Commonwealth threatened species legislation.

High bat activity was noted during thermal imaging surveillance of Mt Glen Rock peak for rock wallabies on the evening of 7th March 2023. These bats were not identified but it seems likely that they were emerging from and foraging around this feature.

Two dead or dying Gould's wattled bats were observed on separate nights on the Sandy Creek fire trail on the lower western flank of Mt Glen Rock during spotlighting in March 2023. There was no clear cause of death visible from field observations and the bodies were left in the field. It is rare to find a dead microbat away from a roost site, let alone finding two so close to one another over a matter of days. Gould's wattled bats typically roost in tree hollows and roof spaces in buildings, and it is possible that some human action to exclude or remove bats from one of these roosts resulted in them perishing during the very hot conditions experienced at the site that day. The heat may also have caused bats occupying a substandard roost to become dehydrated or overheated and die without needing to invoke any human agency.

No microbats were detected utilising the harp trap.

3.3.5 Active search field fauna survey results

Among mammals, diurnal and nocturnal active searching revealed koalas, brush-tailed rock wallabies, brush-tailed phascogales and red-necked wallabies. One Koala was spotted during the field assessments in a large Queensland Blue Gum near Sandy Creek during survey 1, and a koala was heard vocalising in the same area during survey 2. Large Koala habitat trees are common on the lower slopes of Mount Glen Rock. The lack of substantial habitat trees in the fire-affected areas that dominate most of the upper sections of Mount Glen Rock impacts the potential for Koala habitation however regeneration of the Ironbark and Queensland Peppermint trees in these parts are likely to re-establish suitable Koala habitat in these areas in the future. The presence of a number of Koalas detected by USC across these elevated slopes as well as in the western section of the site indicates that the species are active across the entire area.

Brush-tailed rock wallabies and their scats were observed during daytime traverses along the bases of cliff lines on the north-western side of Mt Glen Rock and along the base of cliffs in the south-eastern part of the study area.

A single brush-tailed phascogale (*Phascogale tapoatafa*) was observed while spotlighting along the Sandy Creek Management trail behind the township of Esk. Red-necked wallabies (*Notamacropus rufogriseus*) were observed on the footslopes of Mt Glen Rock and Swamp Wallabies (*Wallabia bicolor*) were flushed from thick undergrowth and screes on the slopes and upper areas throughout the study area.

A regurgitated pellet of a *Tyto* species (likely Barn Owl *T. alba* or Masked Owl *T. novaehollandiae*) was recovered from an unnamed dry stream channel on the eastern side of Mt Glen Rock and contained the remains of two Eastern Chestnut Mice, (*Pseudomys gracilicaudatus*) which was not otherwise detected by us at the site, despite suitable habitat.

Grey Headed Flying Fox was identified flying through the site during crepuscular surveys and there is a known roost site for the species located next to Sandy Creek in the northwestern section of the site although this was not occupied during the periods when surveys were conducted.

Thirteen native reptile species were recorded during the survey. Numerous reptiles were observed during active searching of the study area including Eastern Bearded Dragon (*Pogona barbata*), a number of skink species (*Carlia*, *Cryptoblepharus*, *Ctenotus* and *Morethia* spp), JKeelback (*Tropidonophis mairii*) and eastern brown snake (*Pseudonaja textilis*) were observed during the daily survey effort. A large shed skin of a Carpet Python (*Morelia spilota*) on the eastern side of the mountain provided evidence of this species on the site. No CREVNT reptile species were recorded during surveys onsite.

Three native frog species were observed during the survey, including Ornate Burrowing Frog (*Platyplectrum ornatum*) and Broad-palmed Rocket-frog (*Litoria latopalmata*). Drought conditions during 2023 when this survey was undertaken limited the activity of frogs, and hence our results however it is likely that seasonal soaks and ephemeral creeks on the site provide habitat for a community of arboreal and terrestrial frogs which we did not detect.

Native birds were abundant across the varied habitats within the survey area, including ducks (Pacific Black Duck, *Anas superciliosa*) on the streams that bound the site, raptorial birds (Wedge-tailed Eagle (*Aquila audax*), owls (*Tyto* sp. And *Ninox boobook*)), megapodes (Australian Brush Turkey, *Alectura lathamii*), quails and button-quails (Brown Quail, *Synoicus ypsilophorus* and Painted Button-quail (*Turnix varius*), pigeons and doves (Common Bronzewing *Phaps chalcoptera*, Crested Pigeon *Ocyphaps lophotes*, Brown Cuckoo-Dove *Macropygia phasianella*), parrots and cockatoos (Galah, *Eolophus roseicapilla*, Rainbow Lorikeet, *Trichoglossus haematodus*), honeyeaters (Blue-faced Honeyeater *Coracina novaehollandiae*, Brown Honeyeater *Lichmera indistincta*, Lewins Honeyeater, *Meliphaga lewinii*, White-throated Honeyeater, *Melithreptus albogularis*), cuckoos (Shining Bronze Cuckoo *Chrysococcyx lucidus*,) and a variety of passerines e.g., Eastern whip bird *Psophodes olivaceus*, Golden Whistler *Pachycephala pectoralis*, Variegated Fairy-Wren, *Malurus lambertii*, White-browed Scrub Wren, *Sericornis frontalis*, Varied Sitella *Daphoenositta chrysoptera*, White-throated Treecreeper, *Cormobates leucophaea*).

See **Figure 9** for photos of some of the fauna observed at Mount Glen Rock, and **Appendix J** for a full list of fauna species recorded during the survey. **Section 3.4** provides more information about CREVNT listed species occurring onsite and **Figure 10** shows their location across the survey area.



FIGURE 8: Fauna observed during field surveys

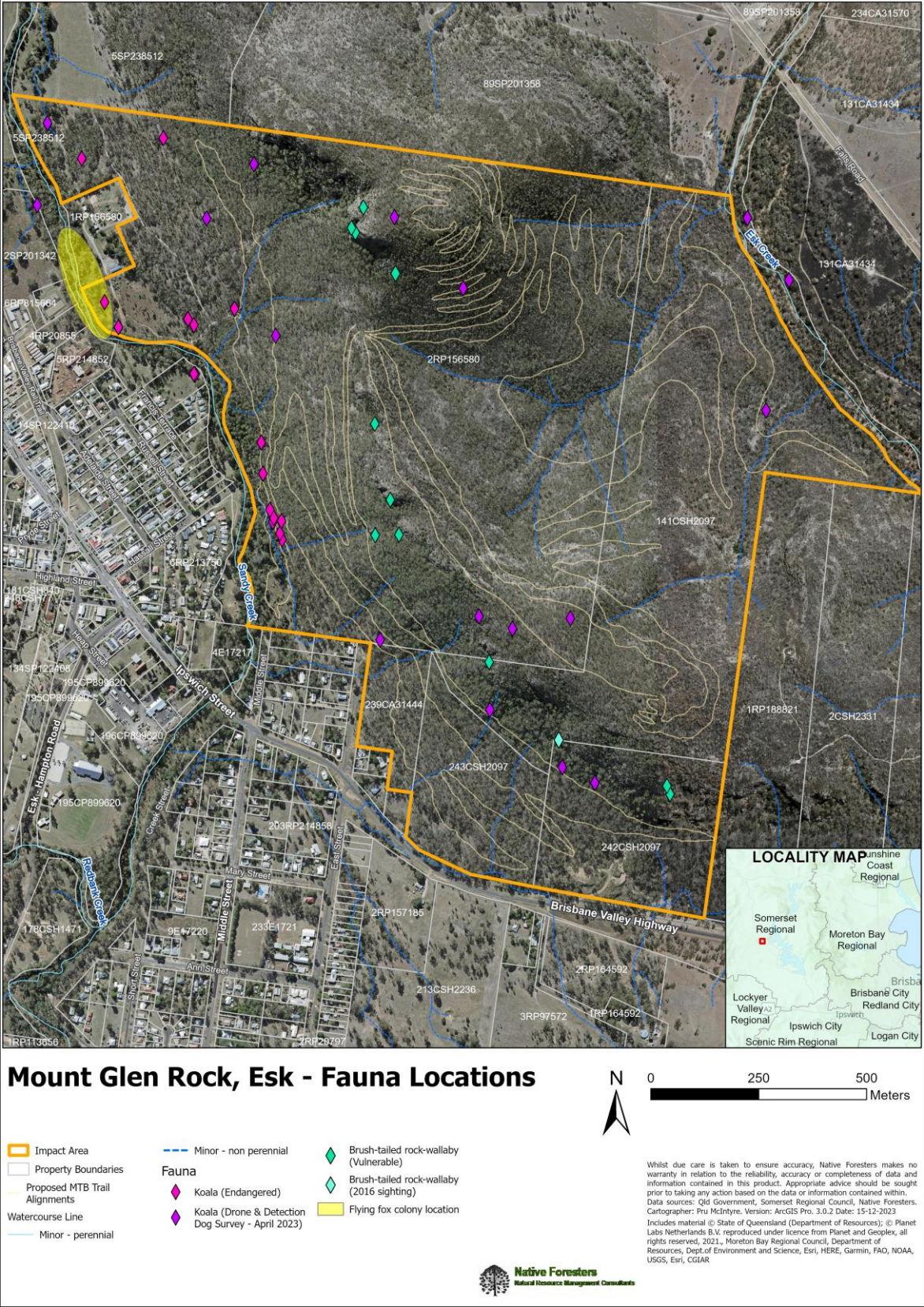


FIGURE 9: Habitat features and CREVNT fauna locations

3.4 *CREVNT species profiles*

3.4.1 Brush-tailed Rock-wallaby

While the species is likely to have been impacted by the recent intense fires, it is evident from this study and observations of local naturalists that a population remains on Mount Glen Rock and is distributed across the rocky landscapes of the study area. The Mt Glen Rock population is at the very north (if not the most northerly) population of the species, and its loss could well represent a contraction of the extent of occurrence of the species.

The Brush-tailed Rock-wallaby (*Petrogale penicillata*) is a macropod that inhabits rocky outcrops and cliff faces in south-eastern Australia. It grows up to 1.3 metres in length and 7.9 kilograms, with males generally larger than females. Adults are brown to rufous above with a long, dark, bushy tail and a pale facial stripe.

The Brush-tailed Rock-wallaby is listed as Vulnerable under the *EPBC Act 1999* and the *NC Act 1992*. The species was once abundant and widespread in a range of habitats, including rainforest, wet and dry sclerophyll forest and open woodland, however it has suffered extensive declines, particularly in southern parts of its range. Populations are now fragmented and isolated and largely limited to suitable habitat within reserves. The Mount Glen Rock population represents one of these isolated populations, separated from the nearest groups by large expanses of cultivated land.

Brush-tailed Rock-wallabies shelter or bask during the day in rock crevices, caves and overhangs and are most active at night when they forage on grasses, forbs foliage and fruits. They are highly territorial with an average home range of around 15 hectares, consisting of a refuge area and a foraging range linked by habitually used commuting routes. Breeding occurs throughout the year, with a peak between February and May.

Brush-tailed Rock-wallaby is the only rock-wallaby in the Esk region. Whilst there is insufficient data to estimate the size of the Mount Glen Rock population, all populations should be considered important as the species future is insecure. Threats to the species include habitat destruction and fragmentation and predation by feral carnivores.

3.4.2 Koala

Koalas are arboreal herbivorous marsupials and the only members of the Phascolarctidae family. They are distinguished by their stout, tailless bodies, large heads and fluffy ears, growing up to 80 centimetres long and weighing up to 15 kilograms. They inhabit eucalypt forests and woodland and feed predominantly on eucalypt leaves, with certain local species favoured in any given area.

Koalas are generally solitary animals that live a largely sedentary existence, sleeping up to 20 hours per day. Adult males communicate with raucous grunting sounds, however these are heard relatively infrequently and the animals are generally silent and inconspicuous. They usually breed from October to May.

Koalas are listed as Endangered under the *NCA* and the *EPBC Act* and have suffered large declines. Threats to the species include habitat loss and fragmentation, predation by domestic animals and increasing frequency and intensity of bushfires driven by climate change. They have also been impacted by disease, particularly *Chlamydia*.

Most of Mount Glen Rock is mapped as core Koala habitat, although it is not mapped as a Koala Priority Area (KPA). Suitable eucalypts for Koala are largely limited to the lower slopes, as the eucalypts on most higher parts of the mountain have been badly fire-affected and many of the larger trees have been killed although it is noted that a number of individuals have been located on the eastern area of the site.

Sunshine Coast University undertook targeted Koala surveys at Mt Glen Rock utilising thermal imaging drone surveys, Detection dog surveys, Scat surveys and active search for the species on the 17th and 18th April 2023.

The surveys identified 17 individual Koalas across Mt Glen Rock area over the two day search period. The majority of the records (12 individuals) were located on the western side of Mt Glen Rock where habitat type is considered to be more suitable. The identification of a number of individuals on the eastern side of the site in more marginal habitat areas was also noted. **Figure 11** shows a Koala located by onsite.



FIGURE 10: Koala located onsite (Source: USC/Care4Esk)

3.5 Grey headed flying fox (*Pteropus poliocephalus*)

The largest of the flying-foxes the Grey headed flying fox ranges from about Townsville in the tropical north, south along the east coast, and into southern Victoria. The species roosts communally, often in the thousands, in gullies with dense vegetation canopy, and feeds on rainforest fruits, blossom from eucalypts, angophoras, banksias and tea-trees (Tideman, 1996). As with other species of flying foxes in the region, the species is threatened by destruction of roosting areas and the clearing and development of feeding habitat. Flying-foxes are essential pollinators and seed dispersers for native forests, making a significant contribution to maintaining healthy ecosystems. Grey-headed Flying-fox (*Pteropus poliocephalus*) is listed as Least Concern under the *NCA 1992* and Vulnerable under the *EPBC Act 1999*.

Figure 12 shows a photo of the species during roosting. Flying fox individuals were identified flying over the site during the conduct of crepuscular surveys. Information from local residents indicates that there was a Flying Fox roost located in the riparian area on Sandy Creek as shown in **Figure 10**. This roost relocated in the beginning of 2023 and is not currently active.

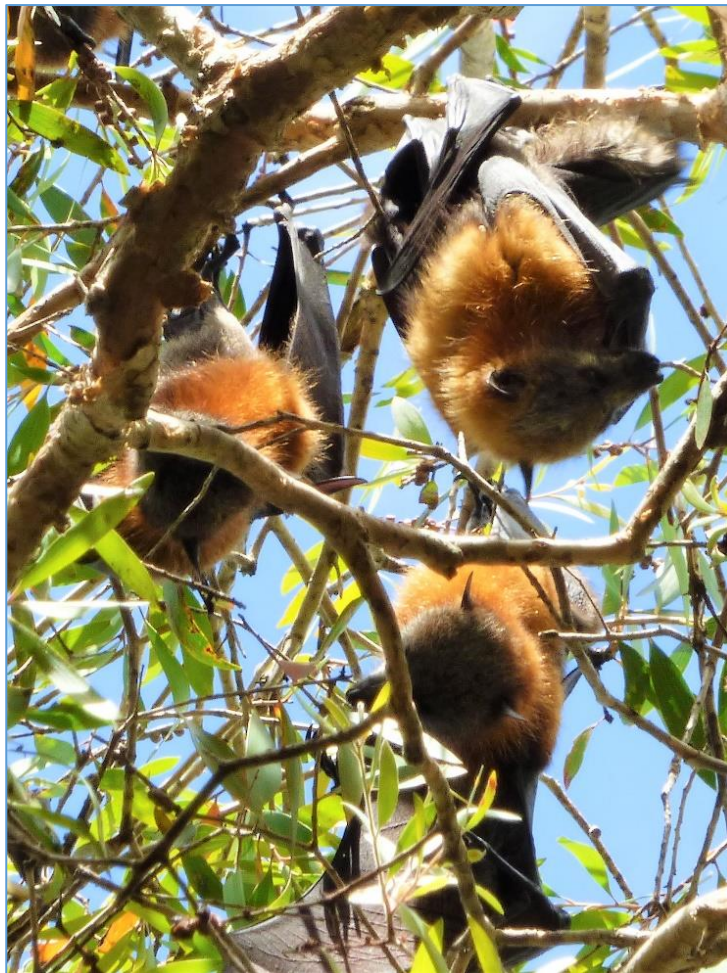


FIGURE 11: Grey headed flying fox

3.6 Assessment of breeding places and fauna habitat quality

The overall condition of the native vegetation on Mount Glen Rock was considered good, due to the presence of large trees in lowland parts, some with arboreal hollows and/or termitaria, providing canopy cover over a mostly native understorey. The fire-affected areas are in moderate ecological condition, consisting of mostly native species but lacking in large trees or canopy cover. The locations of trees over 500mm dbh and other habitat features and CREVNT fauna locations are shown in **Figure 10**. The following animal breeding places were identified on the site:

- i. *Hollow-bearing trees* – Arboreal hollows were observed in several of the larger trees in the lowlands, providing vital breeding or roosting habitat for birds and arboreal mammals or reptiles (**Figure 13a**).
- ii. *Nests or dreys* – No active nests were observed on the site, however disused kingfisher nests were recorded in arboreal termitaria (see **Figure 13b**). It is considered that Possums will be utilising dreys in appropriate habitat areas through the site.
- iii. *Permanent water* – No permanent water exists on the site, apart from the creeks fringing the mountain on the western and eastern sides. Small ephemeral pools were observed in some of the gullies on the mountain. (**Figure 13c**).
- iv. *Burrows, cracks, crevices* – Numerous potential refuge and breeding sites were identified across the site, suitable for snakes, skinks, dragons and small mammals (**Figure 13d**).
- v. *Large trees* – The large remnant eucalypts on the lower slopes of Mount Glen Rock provide potential breeding, roosting and foraging habitat for a range of birds, reptiles and arboreal mammals including Koala.
- vi. *Canopy cover* – The canopy cover present on the lower slopes provides foraging and breeding habitat for understorey species such as echidnas, bandicoots and other small mammals and reptiles.
- vii. *Weed cover* – Weeds were prevalent around Sandy Creek to the west of the mountain, particularly Lantana, and around the green waste dump at the southern end of the survey area. Away from these sites, Mount Glen Rock area was relatively weed free.
- viii. *Understorey components* – Outside the weedy areas, native shrubs, vines and groundcovers in the understorey provide cover, breeding and foraging habitat for a range of native fauna.
- ix. *Organic litter, fallen timber and rocks* – These components are common on the lower slopes, including large stumps and fallen logs that provide breeding habitat for reptiles and small mammals. In the upper parts, much of the fallen timber has been consumed by fire.
- x. *Recruitment* – recruitment of native species is evident across most of the site, with little competition from weed incursions.
- xi. *Landscape context* – The surrounds of Mount Glen Rock are highly fragmented, and include the town of Esk, large rural properties, major roads and Somerset Dam two kilometres to the east. However substantial areas of habitat also occur including Deongwar State Forest located to the east of the site providing some connectivity and dispersal opportunities for more mobile native fauna.

Table 5 provides an analysis of the potential presence of threatened species as listed in WildNet and the RVMM based on a field habitat suitability assessment of the area, and comments on the likelihood of those species occurring in or around the site.



FIGURE 12: Habitat features across the Mount Glen Rock site

TABLE 5: Breeding habitat assessment and likelihood of occurrence for listed species

Scientific Name	Common Name	NCA status	EPBC status	Likelihood of Occurrence	Habitat Preferences	Presence of breeding places/ habitat
<i>Geophaps scripta scripta</i>	Squatter Pigeon (southern subspecies)	V	V	Possible	Grassy woodlands and plains, usually near water	More suitable habitat in surrounding lowlands
<i>Petrogale pencillata</i>	Brush-tailed Rock-wallaby	V	V	Known	Rocky outcrops and cliff faces in a range of habitats, including rainforest, wet and dry sclerophyll and woodland.	Present
<i>Phascolarctos cinereus</i>	Koala	E	E	Known	Locally-preferred food and habitat trees in forested areas with minimal urban disturbance (e.g., dogs).	Present
<i>Pteropus poliocephalus</i>	Grey-headed Flying-fox	C	V	Known	Forms large camps and roosting colonies, usually near water. Disperses widely to forage in a range of forests. May form smaller maternity camps following breeding.	Present on western edge of survey area - colony known from Sandy Creek.
<i>Tachyglossus aculeatus</i>	Short-beaked Echidna	SL	-	Known	Habitat generalist often found among rocks, in hollow logs, under vegetation or piles of debris.	Present

4.0 FIRE MANAGEMENT

Wollemi Eco-Logical has attended the site and provided advice and recommendations for Fire Management and Fire Intervals to support ongoing management of the ecological values for the Mt Glen Rock Site, for this report.

A review of State Bushfire Hazard Overlay Mapping, as maintained by the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) revealed the site is within a potential bushfire hazard area as shown in **Figure 15**.

Wollemi undertook a preliminary inspection of the site for the purpose of understanding the key drivers for bushfire, including vegetation communities, slope and fuel load accumulation potential resulting in a determination that the Bushfire Hazard Overlay Mapping is considered accurate for the site. That is, the majority of the site is subject to a Very High Potential Bushfire Hazard. This is also supported with the observed impacts of fire on sensitive ecological values of the site particularly on the elevated western slopes where the impacts of uncontrolled fire are considered to be severe and habit changing.

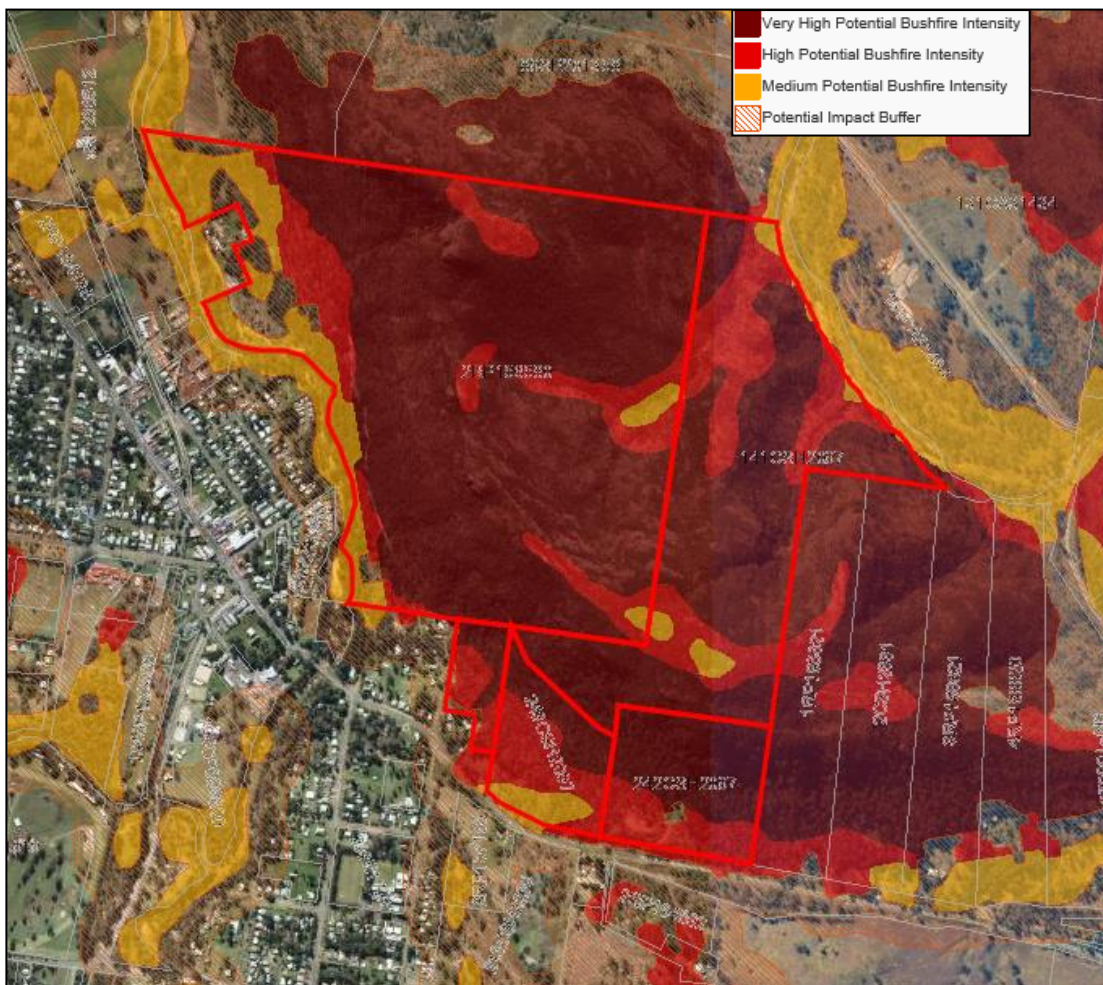


FIGURE 13: Bushfire Hazard Overlay Mapping

It is understood, unplanned/uncontrolled fires have been a regular occurrence on the site, apparently starting from the southern border adjacent Brisbane Valley Highway and/or adjacent the Esk Township to the west of the site. Given the topography, these fires can rapidly spread upslope onto the site, and threaten ecological values within and adjacent to the area.

Uncontrolled burns/bushfires and burn frequencies higher and more intense than those able to be sustained by the regional ecosystems present, have the potential to modify and degrade ecological values on site. Any degradation of ecological values, and modification of ecosystem function has the potential to impact fauna and flora on site, and in turn increase susceptibility to bushfires over time. Subsequently, 'uncontrolled' fire, and over burning is considered a threatening process to site ecological values and functions.

Fragmentation of ecological values and functions by land uses not consistent with the requirements to protect ecological values, is also considered a threatening process. To this end, fragmentation by way of extensive potentially high impact uses such as mountain bike trails, introduces 'edges' in otherwise relatively in-tact vegetation communities. These edges, and the trails themselves, can support exotic weed invasion, such as grasses, and act as vectors of spread for weed species throughout disturbed areas.

Based on the review of the available documentation, and consideration of the implications of land use on ecological values, bushfire hazard and risk mitigation, it is recommended to prepare a detailed Bushfire Management Plan for the site, to inform ongoing management, and land use considerations with a focus on mitigating the impacts of bushfire on the sensitive ecological values of the site, particularly given the considerable adverse impacts of fire on these values observed. **Table 6** details preliminary fire guidelines for the site based on RE mapping.

TABLE 6: Draft Preliminary Prescribed Burn Guidelines

Primary Regional Ecosystems (RE)	RE Description	Preliminary Fire Guidelines			
		Intensity	Interval	Issues	Site Specific Considerations
RE:12.12.10	Shrubland of rocky peaks on Mesozoic to Proterozoic igneous rocks	Low to moderate	>20 & <50 years	Rare and threatened plants (e.g., <i>Kunzea flavescens</i>) require long intervals between fires.	Effectively manage site to mitigate bushfire threat, with focus on cool burns in >20 year intervals. To be confirmed in Bushfire & Prescribed Burn Plan.
RE:12.12.9	(Upper elevations of Site) <i>Eucalyptus dura</i> woodland usually on rocky peaks on Mesozoic to Proterozoic igneous rocks	Low to moderate. Aim for 40-60% mosaic burn	>10 to 25 years	The fire regime should maintain a mosaic of grassy and shrubby understoreys. Control of weeds is a major focus of planned burning in most areas. Careful thought should be given to maintaining ground litter and fallen timber habitats by burning only with sufficient soil moisture. Burning should aim to produce fine scale mosaics of unburnt areas.	Effectively manage site to mitigate bushfire threat, with focus on cool mosaic burns in ~20-year intervals. To be confirmed in Bushfire & Prescribed Burn Plan.
RE:12.12.5	<i>Corymbia citriodora</i> subsp. <i>variegata</i> , <i>Eucalyptus crebra</i> woodland on Mesozoic to Proterozoic igneous rocks	Low intensity.	>3-6 years Aim to burn 40-60% of any given area.	Control of weeds is a major focus of planned burning in most areas. Maintain ground litter and fallen timber habitats by burning only with sufficient soil moisture. Burning should aim to produce fine scale mosaics of unburnt areas.	Adjacent town and highway land uses. Cool mosaic burns in ~6 year intervals, burn in conjunction with 12.9-10.2, with clear exclusion from RE's 12.12.10 & 12.12.9. To be confirmed in Bushfire & Prescribed Burn Plan.

Primary Regional Ecosystems (RE)	RE Description	Preliminary Fire Guidelines			
		Intensity	Interval	Issues	Site Specific Considerations
RE12.9-10.2	<i>Corymbia citriodora</i> subsp. <i>variegata</i> +/- <i>Eucalyptus crebra</i> open forest on sedimentary rocks	Low to moderate	>4-25 years. Aim for 40-60% mosaic burn	The fire regime should maintain a mosaic of grassy and shrubby understoreys. Control of weeds is a major focus of planned burning in most areas. Careful thought should be given to maintaining ground litter and fallen timber habitats by burning only with sufficient soil moisture. Burning should aim to produce fine scale mosaics of unburnt areas. There is evidence that the spiral leaf <i>Macrozamia</i> s (e.g., <i>M. parcifolia</i>) decline in health if fire interval is greater than 6 years.	Adjacent town and highway land uses. Cool mosaic burns in ~6 year intervals, burn in conjunction with 12.12.5, with clear exclusion from RE's 12.12.10 & 12.12.9. To be confirmed in Bushfire & Prescribed Burn Plan.
RE12.12.8	<i>Eucalyptus melanophloia</i> woodland on Mesozoic to Proterozoic igneous rocks	Low intensity	>3-6 years. Aim for 40-60% mosaic burn	Control of weeds is a major focus of planned burning in most areas. Maintain ground litter and fallen timber habitats by burning only with sufficient soil moisture. Burning should aim to produce fine scale mosaics of unburnt areas.	Adjacent town and highway land uses. Cool mosaic burns in ~5 year intervals, with clear exclusion from RE's 12.12.10 & 12.12.9. To be confirmed in Bushfire & Prescribed Burn Plan.

N.B. Provided as preliminary summary only, specific recommendations to be informed by detailed Bushfire Management Plan for the site.

5.0 LEGISLATIVE REQUIREMENTS

5.1 *Somerset Regional Council Planning Scheme*

Council's planning scheme details for site are as follows:

Zoning:

- Rural Zone, with
- Lot 239 CA31444 being Recreation and Open Space Zone

Overlays:

- Agricultural Land Overlay – north-western corner of Lot 2 RP156580 being Class A Agricultural Land
- Biodiversity Overlay – Regulated Vegetation and Wildlife Habitat areas
- Koala Conservation Overlay – Bushland Koala Habitat – Primary and Secondary Habitat Areas
- Bushfire Hazard Overlay – Very High, High and Medium Potential Bushfire Intensity Areas
- Catchment Management Overlay – Higher Risk Catchment Area (Water Supply Buffer Area) and 100m buffer to a watercourse
- Flood Hazard Levels Overlay – Extreme and High Flood Hazard
- High Impact Activities Management Area Overlay
- Infrastructure Overlay – Sewage Treatment Plant Buffer
- Landslide Hazard Area Overlay – slope is equal to or greater than 15%
- Scenic Amenity Overlay – High Scenic Amenity Area

The works may trigger an application for Operational Works for Clearing and / or Filling and Excavation (as per Table 5.8.1 of the Planning Scheme); dependent on the level of works required to achieve the proposed mountain bike trails. It is considered a pre-lodgement meeting with the Somerset Regional Council's planning department would be beneficial, to determine requirements under the Planning Scheme.

5.2 *Vegetation Clearing Requirements*

Nature Conservation Act 1992

The works impact area is mapped as Protected Plants High-risk area, and as such the works are subject to the provisions of the *NC Act*. As the listed species Loyd's native Olive has been confirmed as occurring onsite a Protected Plants Clearing Permit will be required that occurs within 100 metres of a individual of this Vulnerable flora species. This permit will require preparation of a DES-approved Impact Management Plan (IMP) under the *Nature Conservation Act 1992*. If no listed flora species are present within 100 metres of the works area clearing can occur under Section 45 of the *Nature Conservation (Plants) Regulation 2020*. In this case, an exempt clearing notification is required to be submitted to DES with a current Flora Survey in accordance with the protected plants survey guidelines, prior to works. The final design for any works onsite will allow determination of the legislative requirements for any flora clearing under the NC Act (1992).

Pursuant to *Section 88* of the *Nature Conservation Act (NC Act) 1992* and *Section 335* of the *Nature Conservation (Animals) Regulation 2020*, any works that have the potential to impact the breeding places of listed species are required to be undertaken in accordance with a SMP approved by DES. The Brush Tailed Rock Wallaby (*Petrogale penicillata*) is confirmed as occurring onsite with breeding habitat for the species present. The species is listed as Vulnerable under the *NCA 1992* and an approved Species Management Program (SMP) – High Risk Impact, would need to be submitted to DES for approval, under the *Nature Conservation (Animals) Regulation 2020*.

Vegetation Management Act 1999 (VMA)

The construction of the bike trails will require clearing of Category B vegetation. As such, assessment under the *Planning Regulation 2017* and the *VMA 1999* will be required. The proposed clearing works are located within Council managed lands:

- Lot 2 RP156580 – Council owned – Freehold.
- Lots 141, 242, 243 CSH2097 and Lot 239 CA31444 – State owned, Council managed – Reserve.

The proposed bike trails are not considered “infrastructure” under the *Planning Regulation 2017* and cannot be undertaken under the Clearing for Infrastructure Accepted Development Vegetation Clearing Code (DNRME, 2020). The works also does not fall under the definition of a road or vehicle track, and therefore the works are not defined as exempt clearing work (DNRME, 2019).

Therefore, an Operational Works application for the Native Vegetation Clearing will be required under the *Planning Regulation 2017*, Schedule 10 Part 3, Division 2. Following completion of design drawings, which detail the extent of clearing required for the works, confirmation of the above trigger is required. This application will be submitted to SARA as the assessment manager and will require an assessment against State Code 16: Native Vegetation Clearing.

5.3 Koala Legislation

State – Planning Regulation 2017:

The Queensland government released regulatory Koala habitat maps for South East Queensland (SEQ) in 2020. These maps show core Koala Habitat Areas (KHA's) which represent the best quality koala habitat areas, based on modelling of biophysical measures including climate, suitable vegetation for both food and shelter, and koala sightings. Koala priority areas (KPA's) are large, connected areas that have the highest potential for supporting the long-term survival of koalas. They include koala habitat areas and areas suitable for restoration, and will provide a focus for koala conservation efforts (DES, 2023). The clearing works are within Koala Habitat Area (core) but are not mapped as a KPA.

Under the *Planning Regulation 2017* (Schedule 10, Part 10, Division 3, Subdivision 1) works are considered assessable development unless it is covered by an exemption. Exempted development is defined in Schedule 24 of the Regulation, and for the purposes of the proposed works at Mount Glen Rock no exemptions currently apply. Therefore, the works can be considered assessable development and will require assessment against State Code 25 – Development in South-East Queensland Koala Habitat Areas.

The application for native vegetation clearing will also include assessment against State Code 25 and referral to DES.

State - Nature Conservation (Koala) Conservation Plan 2017:

The *Nature Conservation (Koala) Conservation Plan 2017* requirements are in place to prevent koalas being injured or killed during clearing works for projects. The mountain bike trails project will need to avoid, mitigate and offset impacts to koala habitat as a result of the works and design the works such that the safe movement of koalas is considered.

The *State Government Supported Infrastructure Koala Conservation Policy 2023*, applies to the planning and delivery of all Queensland Government supported infrastructure projects, identified as infrastructure under Schedule 5 of the *Planning Regulation 2017*.

5.4 Commonwealth Legislation– EPBC Act 1999:

Under the *EPBC Act 1999*, a person who proposes to take an action that will have, or is likely to have, a significant impact on a matter of national environmental significance (MNES) must undertake an objective 'self-assessment' process to determine whether or not the action is likely to have a significant impact on a MNES.

According to the *Matters of National Environmental Significance Significant Impact Guidelines version 1.1* (Australian Government, 2013), a 'significant impact' is one which is important or of consequence, in terms of its context or intensity. The sensitivity, value, and quality of the environment being impacted, and the intensity, duration, magnitude and geographic extent of the impacts must be considered when determining 'significance' of an impact.

For impacts to Matters of National Environmental Significance (MNES), there are nationally threatened species confirmed as occurring onsite including Koala, Brush-tailed Rock-wallaby Grey headed Flying-fox and Lloyd's native which are all federally listed.

5.5 MSES Requirements

Matters of state environmental significance (MSES) are defined in Schedule 2 of the *Environmental Offsets Regulation 2014*. MSES are defined under the *NCA 1992*, *Marine Parks Act 2004*, *Fisheries Regulation 2008*, *VMA 1999*, Map of Queensland Wetland Environmental Values, and *Environmental Protection (Water) Policy 2009*. The site contains MSES that are detailed in **Section 3**.

5.6 MNES summary

The result of the self-assessment process of the Significant Impact Criteria for CREVNT listed fauna and flora species confirmed as occurring onsite is outlined in **Table 7**. It is noted that this assessment is based on the preliminary design plan for the project which involves 28km of tracks located throughout each of the 8 regional ecosystems identified onsite.

If there is any scientific uncertainty about the impacts of an action and potential impacts are serious or irreversible, the precautionary principle must be applied. If adequate measures to avoid or reduce impacts on MNES are proposed, further assessment and approval under the *EPBC Act 1999* may not be required.

Table 7: Summary of MNES in Mt Glen Rock survey area

Scientific Name	Common Name	NCA status	EPBC status	Total Habitat area onsite	Scale and area of impact	Likelihood of Significant Impact
<i>Petrogale pencillata</i>	Brush-tailed Rock-wallaby	V	V	58 ha	Medium scale risk 1.1ha	Likely
<i>Phascolarctos cinereus</i>	Koala	E	E	208 ha Core (SEQ)	Medium scale risk 2.8ha	Possible
<i>Pteropus poliocephalus</i>	Grey-headed Flying-fox	C	V	1 ha (historical colony area)	Low scale risk 0ha	Unlikely
<i>Notelaea lloydii</i>	Loyds Native Olive	V	V	108 ha	Low scale risk 0.1 ha	Unlikely

5.6.1 Impact Avoidance measures

Given that the existing draft master plan will result in a likely Significant Impact for Brush-tailed Rock wallaby and a possible Significant Impact for Koalao populations occurring onsite there are a number of impact avoidance and mitigation measures that can be considered to reduce potential impacts on these species and the ecological values of the site. Potential strategies are outlined below:

Design Phase

- The current design includes 28km of trail network and associated infrastructure which are located throughout all the RE types present across the site. A reduction in the size of the trail network and the exclusion of new trails from key habitat areas for Koala and Brush tailed Rock wallaby would likely reduce the medium risk level of impacts to these species and avert the likelihood of a Significant Impact to the species.
- For Koala it is recommended that the density of trails on the western part of the site where the habitat conditions for the species are more suitable be reduced from the current number of 7 trails down to 3-4 trails which include low intensity walking trails as well as the existing dual purpose fire trail.
- For Brush-tailed Rock wallaby it is recommended that trails are kept away from the steep cliff escarpment areas onsite that are the preferred habitat for the species as disturbance by humans may precipitate movements away from their refuge or foraging sites (NSW NPWS 2003a). Habitat modification continues due to rural, residential and tourist developments adjacent to some colonies, and there is an apparent trend to locate these developments near some escarpments and cliff lines to maximise scenic opportunities. These sites are often core Brush-tailed Rock-wallaby habitat and development increases the risk of colony fragmentation, permanent changes to potential dispersal corridors, an increase in the numbers of domestic animals and the removal of tree cover (DEC 2005c).
- It is noted that the eastern area (east of the Mt Glen Rock escarpment) of the site has reduced vegetation cover and has been more impacted by fire. **Figures 3 and 10** show that the majority of CREVNT listed flora and fauna records are located along the western extent of the site. Given the spatial constraints resulting from this it is considered that the eastern area of Mt Glen Rock may be more suitable for the construction of mountain bike trails with a reduced trail network coming from the Eastern sector to access the area.

Construction Phase

- Clearing of mature trees and Koala Habitat trees to be avoided by winding through forest openings. All trails should be raised above tree roots to avoid damage to root structures.
- Erosion and Sediment Control Plan will be developed by contractor outlining how construction of trails will not disrupt natural drainage patterns or influence species patterning on the balds. ESC plan should be compliant with *IECA Best Practice Erosion and Sediment Control Manual* (IECA, 2008) and certified.
- Trail design to include armoured gully and creek crossings that can withstand flowing water to prevent erosion and elevated trail sections over exposed surface tree roots to avoid damage to mature trees.
- Weed Management and Fire Management Plans should be implemented for the site to reduce the impacts of these habit changing factors.

6.0 SUMMARY

Findings following the work conducted on site to date are outlined below.

- Somerset Regional Council has undertaken a draft master plan process for the development of Mount Glen Rock reserve which includes the development of 28km of trails across the 208ha site, including mountain bike trails, walking trails and associated infrastructure.
- The site at Mount Glen Rock is a rocky mountainous area with two main peaks and associated summit cliffs occurring on the western and southern sides with the upper slopes being steep and littered with scree. The lower slopes gradually decrease in steepness before levelling out into riparian areas adjoining Sandy Creek to the west and Esk Creek to the east.
- The survey area includes a diversity of soil types, including alluvium around Sandy Creek, sandstone on the lower slopes at the southern end of the site and volcanics on upper parts of the mountain. Combined with other variables such as aspect, soil depth and fire impacts this has resulted in a range of both remnant and regrowth vegetation communities occurring over the site.

FLORA:

- The Mount Glen Rock clearing impact area contains mapped regulated vegetation under the *Vegetation Management Act 1999* including one Endangered regional ecosystem (RE), four Of Concern RE's and three Least Concern RE's.
- The flora survey confirmed that the mapped regulated vegetation communities are generally correct across the site, and the following was noted in relation to the RE's onsite:
 - The dominant mapped RE (approximately 80% of the site) is 12.12.9 *Eucalyptus dura* woodland. This community is generally intact and in good condition across the lower and middle elevations however much of the vegetation in the upper parts of the mountain has been impacted by recent hot bushfires with a resulting absence of large trees and a dense regenerating understorey affecting the integrity of the vegetation community.
 - The patch of RE 12.12.10 mapped on the upper eastern slopes was impacted by fire to the extent that it was not able to be verified.
 - A small area of Endangered RE 12.3.3 *Eucalyptus tereticornis* woodland is mapped as regrowth on the site along Sandy Creek, however the survey found that it was in poor ecological condition and severely impacted by weeds.
- Most of the works impact area is mapped under the *Nature Conservation Act 1992*, as potentially containing protected plant species, and as such the flora survey is subject to the relevant provisions of the Queensland *Flora Survey Guidelines*.
- Eight specimens of the Vulnerable-listed Lloyd's Native Olive have been found within the survey area, including three within close proximity of the proposed trail network. No additional CREVNT flora species were recorded.
- The woodland around Sandy Creek is in moderate ecological condition, with large eucalypts over a weed-dominated understorey.

- The lower slopes of Mount Glen Rock are in good ecological condition, with a canopy of mature eucalypts over a largely native understorey. The upper parts of the mountain are in moderate ecological condition, with mostly native species that have been severely fire-affected, lacking in mature canopy trees.

FAUNA:

- The site is utilised by at least 60 species of native bird, 14 reptile species, 29 native mammals and three native amphibians.
- In general, the site has good habitat values spread across the varying elevations and vegetation communities. The upper rocky slopes provide important habitat areas for a range of adapted species including mammals (notably Brush-tailed Rock-wallaby), microbats, reptiles and raptors.
- The lower slopes and riparian areas have increased vegetal cover and areas of coarse woody debris and associated habitat features including the presence of ephemeral waterways that provide important habitat functions onsite.
- The survey area contains mapped Essential Habitat for the Endangered Koala and the Vulnerable Brush-tailed Rock-wallaby and both species were confirmed as occurring onsite during the conduct of surveys.
- The entire site is mapped as Core Koala Habitat and it is considered that Koalas will favour the lower slopes where there are abundant Koala food trees and suitable habitat with a degree of habitat linkage to suitable habitat areas to the east of the site.
- Several eucalypts with dbh > 500mm, including recognised Koala habitat trees, occur in close proximity to the proposed trails and may be impacted by works based on the preliminary design plans provided. Some of these large trees have arboreal hollows and/or termitaria which provides important habitat functions for arboreal fauna species.

MSES & MNES:

- Matters of State Environmental Significance (MSES) mapped as likely to occur in or adjacent to the survey area include:
 - Threatened (Endangered or Vulnerable) wildlife;
 - Special Least Concern wildlife;
 - Core Koala habitat area;
 - Category B and C Regulated Vegetation – Endangered or Of Concern; Regulated Vegetation – Intersecting a watercourse; and Essential Habitat.
- Matters of National Environmental Significance (MNES) potentially occurring on the site include 48 threatened species, 16 migratory species and four listed Threatened Ecological Communities. 2 fauna species; Koala and Brush-tailed Rock wallaby and one flora species; Lloyd's Native Olive are confirmed as occurring onsite and are MNES matters that require consideration.
- The result of the self-assessment process of the Significant Impact Criteria for CREVNT listed fauna and flora species confirmed that the current draft master plan is likely to have a Significant Impact on Brush-tailed Rock wallaby and a possible Significant Impact on Koala.
- If adequate measures to avoid or mitigate impacts on MNES matters are proposed, further assessment and approval under the *EPBC Act 1999* may not be required.

7.0 RECOMMENDATIONS

Recommendations following the work conducted on site to date are included below.

Vegetation Management:

- The existing track design has areas that interact closely with native trees over 200mm DBH (diameter at breast height). Proposed trail alignments should be designed to avoid clearing of large trees particularly those with arboreal hollows, as they possess significant conservation values.
- Track alignments should be adjusted or revised to avoid the supporting habitat of the identified populations of Lloyd's Native Olive to allow regeneration of the species. Any tracks that are planned within 100 metres of the plants will require a protected plants clearing permit.
- It is recommended that the alignment of trails on the lower western slopes be located through weed infested areas and should include a wider dedicated program of woody and understorey weed removal, which can act to improve the environmental values of these areas.
- Preparation of a Weed Management Plan for the site is recommended to address restricted invasive plants, ecological weeds and other local weeds to ensure ecological values are maintained over the site.
- Preparation of a detailed Bushfire Management Plan to inform ongoing management, and land use considerations with a focus on mitigating the impacts of bushfire on the sensitive ecological values of the site, particularly given the considerable adverse impacts of fire on these values observed. This is particularly relevant on the upper western slopes of the site where the flora and fauna communities have been severely impacted by fire.

Fauna Management:

- It is recommended for track alignments to avoid the bases of cliff lines as these provide rock wallaby shelter sites due to the surrounding thick vegetation, given the poor development of caves/overhangs generally. In hot weather it is critical that rock wallabies remain undisturbed in these shady retreat sites
- Foxes (*Vulpes vulpes*) occur across the landscape. It is recommended to minimise trails which provide silent hunting access to rock wallaby habitat.

Trail Alignment and Design:

- The current design includes 28km of trail network and associated infrastructure which are located throughout all the RE types present across the site. A reduction in the size of the trail network and the exclusion of new trails from key habitat areas for Koala and Brush tailed Rock wallaby would likely reduce the impacts to these species and avert the likelihood of a Significant Impact to the species.
- For Koala it is recommended that the density of trails on the western part of the site be reduced from the current number of 7 trails down to 3-4 trails which include low intensity walking trails as well as the existing dual purpose fire trail.
- For Brush-tailed Rock wallaby it is recommended that trails are kept away from the steep cliff escarpment areas onsite that are the preferred habitat for the species.

- It is noted that the area east of the Mt Glen Rock escarpment of the site has reduced vegetation cover and reduced occurrence of CREVNT listed Flora and fauna species. Given the spatial constraints resulting from this it is considered that the eastern area of Mt Glen Rock may be more suitable for the construction of mountain bike trails.
- Consultation between project stakeholders including Council, the Project Ecologist and the Trail Designer should be undertaken to ensure that the principle of impact avoidance through design is employed prior to the finalisation of the proposed design.

Legislative Requirements:

- Following finalisation of trail location and works required i.e., extent of clearing it will be required to determine approval requirements under the *Planning Regulation 2017*, *Nature Conservation Act 1992*, *Environmental Offset Act 2014*, and *EPBC Act 1999*.
- Dependent upon the potential impact of works a DES-approved Species Management Plan (SMP) for Brush-tailed Rock-wallaby may be required under the *Queensland Nature Conservation (Animals) Regulation 2020*.
- The *State Government Supported Infrastructure Koala Conservation Policy 2023* should be considered in the planning and delivery of this project.
- If impacts to Brush-tailed Rock-wallaby and Koala are not able to be avoided, a self-assessment process for Matters of National Environmental Significance (MNES) – Threatened Species, as outlined in the Significant impact guidelines 1.1 *EPBC Act 1999* (DOE, 2013) should be completed to determine whether the prescribed activity is likely to have a ‘significant impact’ on an EPBC-listed species. A Referral to the federal government Department of Climate Change, Energy, the Environment and Water (DCCEEW) may be required if it is determined that the proposed action triggers the significant impact criteria in the guidelines.
- A self-assessment to determine if MSES are impacted as a result of proposed works will be required following the preparation of a detailed design for the project.
- The works may trigger an application for Operational Works for Clearing and / or Filling and Excavation dependent on the level of works required to achieve the proposed mountain bike trails. It is considered a pre-lodgement meeting with the Somerset Regional Council’s planning department would be beneficial, to determine requirements under the Planning Scheme.

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APPENDIX A – DATABASE & MAP SEARCHES USED IN DESKTOP REVIEW OF SITE ENVIRONMENTAL VALUES

DATABASE / MAP PRODUCT	SOURCE	DESCRIPTION
Regulated Vegetation Management Map	DR, 2023	Regulated Vegetation mapping shows vegetation categories that determine clearing requirements as gazetted under the <i>Qld Vegetation Management Act 1999</i> . The Regulated Vegetation Supporting map provides information on regional ecosystems, wetlands, watercourses, and essential habitat and factors.
Protected Plants Flora Survey Trigger Map)	DES, 2023	This tool identifies whether a proposed clearing area lies within a high risk area that may contain EVNT plant species. It is used to determine when a flora survey needs to meet the requirements of the <i>Queensland Flora Survey Guidelines – Protected Plants</i> (NCA, 1992).
Essential Habitat Map	DR, 2023	Essential Habitat is a vegetation ecotype that is considered by DES to form potential habitat for an EVNT species that is listed under the <i>Nature Conservation Regulations (2020)</i> . Essential Habitat mapping is provided in conjunction with Regulated Vegetation Management mapping as gazetted under the VMA (1999).
WildNet Database	DES/DSITIA, 2023	Wildlife sightings and listings for all flora and fauna species within a designated area.
EPBC Protected Matters Search Tool	DoE, 2023	This tool generates a report that indicates whether matters of national environmental significance or other matters protected by the <i>Environment Protection and Biodiversity Conservation Act 1999</i> that are likely to occur in your area of interest – Indicative only.
Map of Referable Wetlands	DES, 2023	A statewide regulatory map under the <i>Environmental Protection Regulation 2008</i> which identifies wetlands of high ecological significance (HES) and general ecological significance (GES). HES wetlands are considered MSES under the Planning and Environmental Offsets legislation.
Nature Conservation (Koala) Conservation Plan 2017 and maps	Qld Government, 2023	These maps identify Koala Habitat Areas (core and locally refined) and Koala Priority Areas that contain Koala habitat which is essential for the conservation of a viable population in the wild in South East Queensland
Queensland Waterways for Waterway Barrier Works spatial data layer and guideline	Development Assessment Mapping System, DSDMIP 2023	This spatial data layer guides the determination of whether operational work that is constructing or raising waterway barrier works i.e., works that may inhibit the free movement of fish along waterways and onto floodplains, complies with the accepted development requirements or is assessable development requiring a development approval under the <i>Planning Act 2016</i> .
Matters of State Environmental Significance (MSES)	DES, 2023	This report identifies MSES as referenced in the biodiversity state interest under the State Planning Policy (SPP). MSES encompass environmental values protected under Queensland legislation including: <ul style="list-style-type: none"> Protected areas under the NCA 1992

		<ul style="list-style-type: none"> • Marine parks and lands defined under the Marine Parks Act 2004 • Declared fish habitat areas – management areas A and B under the Fisheries Regulation 2008 • Threatened wildlife under the Nature Conservation Act 1992 and SL animals under the Nature Conservation (Wildlife) Regulation 2006 • Regulated vegetation under the VMA 1999, that is: <ul style="list-style-type: none"> ○ Category B, that are endangered or of concern RE's ○ Category C, that are endangered or of concern RE's ○ Category R, that are endangered or of concern RE's ○ RE's that intersect watercourses identified on the map, ○ RE's that intersect wetlands identified on the map • Strategic Environmental Areas under the Regional Planning Interests Act 2014
Matters of National Environmental Significance (MNES)	DAWE, 2023	Under the EPBC Act, an action will require approval from the minister if the action has, will have, or is likely to have, a significant impact on a matter of national environmental significance.

APPENDIX B – CERTIFICATION OF SUITABLY QUALIFIED PERSON FOR FLORA SURVEY

Tim O'Reilly (BASc) conducts botanical surveys for Native Foresters. Tim is an ecological consultant and professional ornithologist with 30 years' experience in the following:

- Conducting environmental education, ecological research, fauna and flora surveys;
- Habitat restoration and revegetation; and
- Fauna spotter-catching.

Since 2016, Tim has been conducting flora surveys in the Sunshine Coast region. These have included:

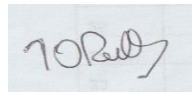
- Flora and Fauna Assessment and Plot Survey of *Rhodamnia rubescens* at 745 Black Mountain Road, Black Mountain (2023).
- Flora and Fauna Assessment – Image Flat Quarry Expansion (2022).
- Flora and Fauna Assessment and Plot Survey of *Mallotus megadontus* and *Pararistolochia praevenosa* at Paynters Creek bridge on Old Palmwoods Road, Woombye (2021).
- Population survey of *Bothriochloa bunyensis* at Russell Park, Bunya Mountains (2021)
- Flora and Fauna Assessment and Plot Survey of *Macadamia ternifolia* at Amamoor Creek Road (2020)
- Offset Habitat Assessments – Nambour Landfill Expansion (2018)
- Flora and Fauna Assessment and Plot survey of *Mallotus megadontus* at Petrie Park Road bridge upgrade project (2017)
- Flora and Fauna Assessment – Old Nambour Cemetery (2017)

The following statement is provided in certification of the suitably qualified person who conducted the flora survey.

(1) "I certify that:

- a) I have adhered to all statutory requirements and flora survey guideline requirements; and
- b) In the area surveyed I have not found any plants that are currently listed as extinct, extinct in the wild, critically endangered, endangered, vulnerable or near threatened in the *Nature Conservation (Plants) Regulation 2020*; and
- c) The flora survey report is an accurate and full account of the flora survey.

Name: Tim O'Reilly **Signature:**



Date: 31/05/2023

APPENDIX C – JUSTIFICATION OF SUITABLY QUALIFIED AND EXPERIENCED PERSON FOR FAUNA BREEDING PLACE SURVEY

Native Foresters fauna surveys and breeding habitat assessments are coordinated and led by Simon McVerry and assisted by Dr Scott Burnett and Tony Bright.

Simon has worked in resource management for 20 years across South-east Queensland, focusing on native flora and fauna management and assessment. He has extensive experience in field research for native fauna species and is the holder of a Scientific Purposes Permit for Research Purposes and an Animal Ethics Permit.

Scott Burnett is a wildlife ecologist with over 30 years' experience undertaking fauna surveys and targeted species research in Queensland and Asia. He has worked in government, academia and the private sector. Scott has authored and co-authored over 30 scientific papers in Australian wildlife ecology and is a contributing author to the *Mammals of Australia* and *Threatened Species of Queensland*, published by the CSIRO, and is a former member of the Australian Mammal Society.

Tony Bright is a native fauna and flora specialist with over 40 years' experience in the field. He has spent ten years as a guide working in the Fraser Island region and 30 years doing field-based research in Australia and overseas. Tony is a professional wildlife keeper and a licensed Wildlife spotter catcher (Fauna rehabilitation permit holder) specialising in reptile, mammal and amphibian species.

Simon McVerry and Tony Bright are assisted in the field by Pru McIntyre and Tim O'Reilly.

Tim O'Reilly (BA/BSc-Botany) is an ecological consultant, qualified spotter catcher and professional ornithologist with 30 years' experience in environmental research and education. He has led bird surveys for QPWS, developed accredited field ecology course content for the University of New South Wales and has run staff training workshops at Mary Cairncross Scenic Reserve.

APPENDIX D – SURVEY TRAPPING LOCATIONS

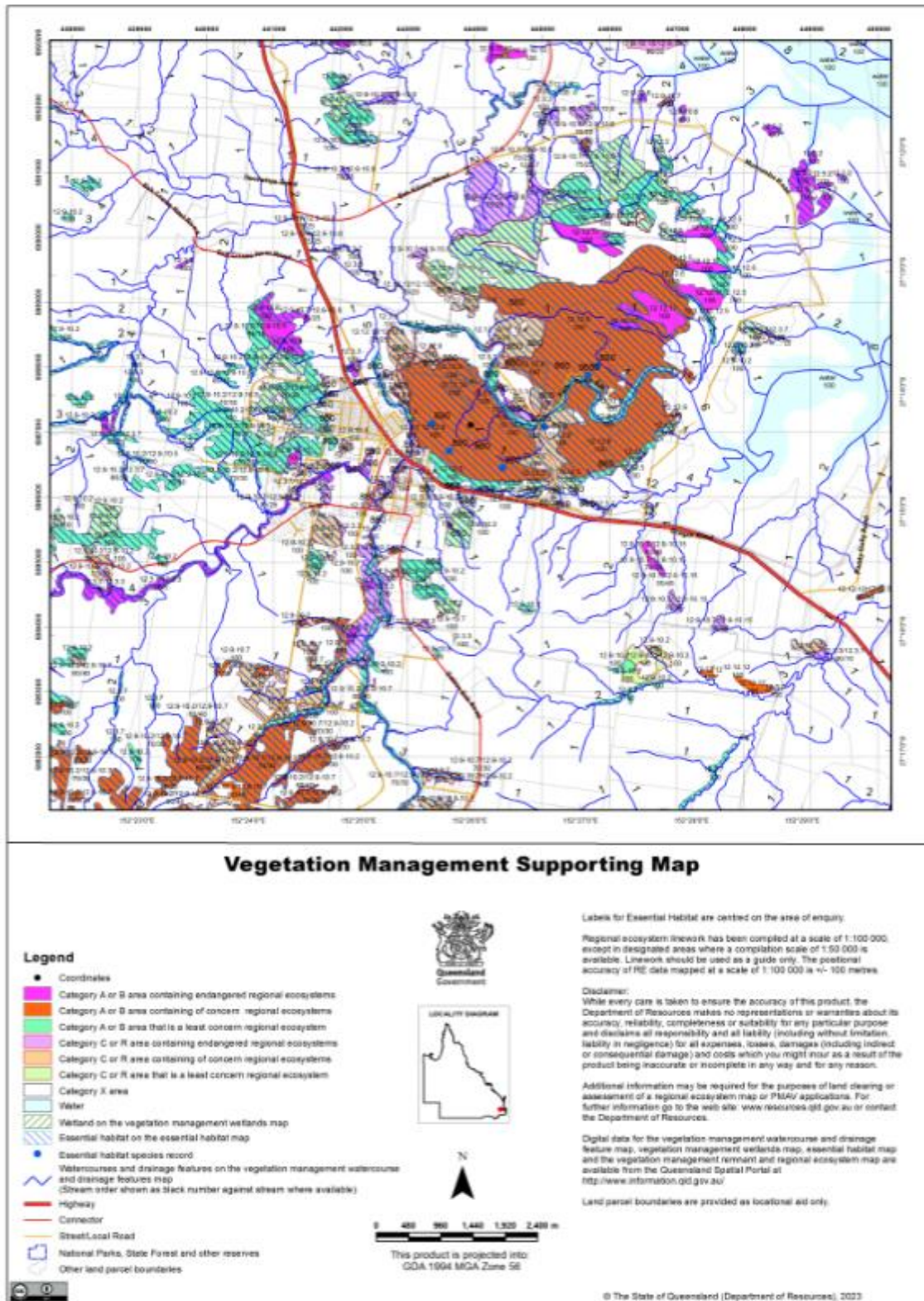
Summary of transect locations at Mount Glen Rock during Field Trip 1.

Site no.	Regional Ecosystem	Central coordinates	Site description
1	12.3.7	-27.2366 152.4262	Riparian forest, <i>Eucalyptus tereticornis</i> , <i>Lophostemon suaveolens</i> canopy, Lantana and other weeds and native shrubs in understorey
2	12.12.9	-27.2445 152.4318	Dry sclerophyll forest on gentle slope, <i>Corymbia trachyphloia</i> , <i>Lophostemon suaveolens</i> canopy, grassy/shrubby understorey.
3	12.12.5	-27.2356 152.4242	Open forest to woodland of <i>Corymbia citriodora</i> subsp. <i>variegata</i> , <i>Eucalyptus crebra</i> ., moderate shrub layer, floor of grasses/sedges on rocky substrate.

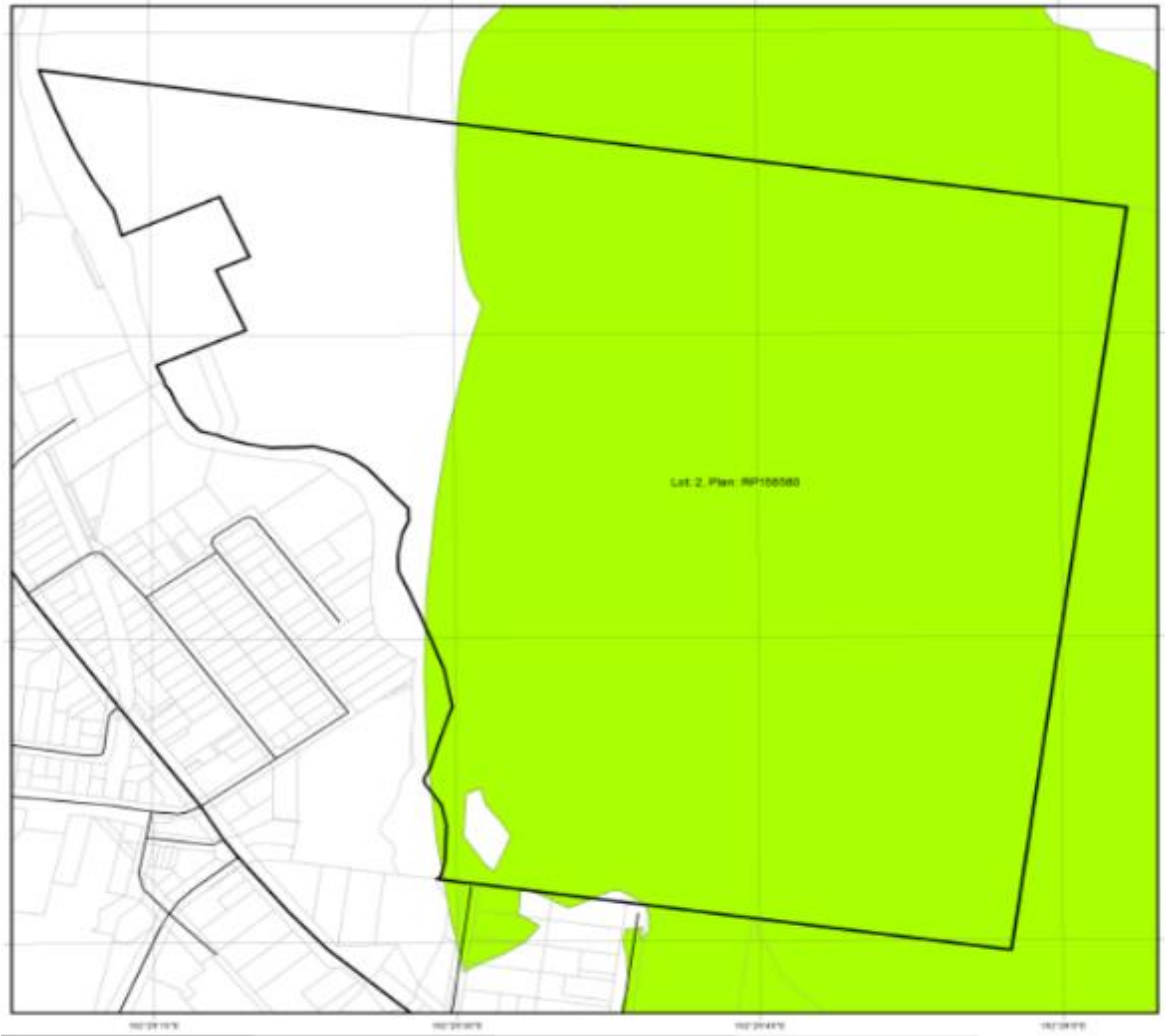
Summary of Anabat survey locations at Mount Glen Rock

Site	Lat	Long	Site description	Transect no.	Date set	Date collected
1	-27.236	152.4258	Hillside open forest, midslope	1	6/03/2023	8/03/2023
2	-27.2363	152.4273	Hillside scree, upper slope	N/A	6/03/2023	8/03/2023
3	-27.2452	152.4324	Open grassy forest, lower slope	2	6/03/2023	8/03/2023
4	-27.2355	152.4239	Footslope riparian forest	3	6/03/2023	8/03/2023
5	-27.2355	152.4238	Creekside near Site 3	N/A	7/03/2023	8/03/2023
Harp Trap	-27.2353	152.424	In entrance to unnamed gully off Sandy Creek	N/A	7/3/2023	8/3/2023
6	-27.2326	152.436	Overlooking waterhole in Esk Ck	N/A	9/10/2023	10/10/2023
7	-27.2331	152.425	Base of scree slope, western side	N/A	10/10/2023	13/10/2023
8	-27.2366	152.4351	Eastern hillside	N/A	9/10/2023	13/10/2023
9	-27.2387	152.4353	Mid-way up cliffs	N/A	9/10/2023	13/10/2023
10	-27.2392	152.4323	Overlooking eastern catchment	N/A	9/10/2023	13/10/2023
11	-27.2358	152.431	Secret Ck at pooled water	N/A	9/10/2023	13/10/2023
12	-27.2326	152.436	Overlooking waterhole in Esk Ck	N/A	9/10/2023	10/10/2023

APPENDIX E – REGULATED VEGETATION SUPPORTING MAP



APPENDIX F – PROTECTED PLANTS FLORA SURVEY TRIGGER MAP



Protected Plants Flora Survey Trigger Map

Legend

- Selected Lot and Plan
- High risk area
- Other land parcel boundaries
- Freeways / motorways / highways
- Secondary roads / streets



This product is projected into:
GDA 1994 MGA Zone 56

This map shows areas where particular provisions of the Nature Conservation Act 1992 apply to the clearing of protected plants.

Land parcel boundaries are provided as locational aid only.

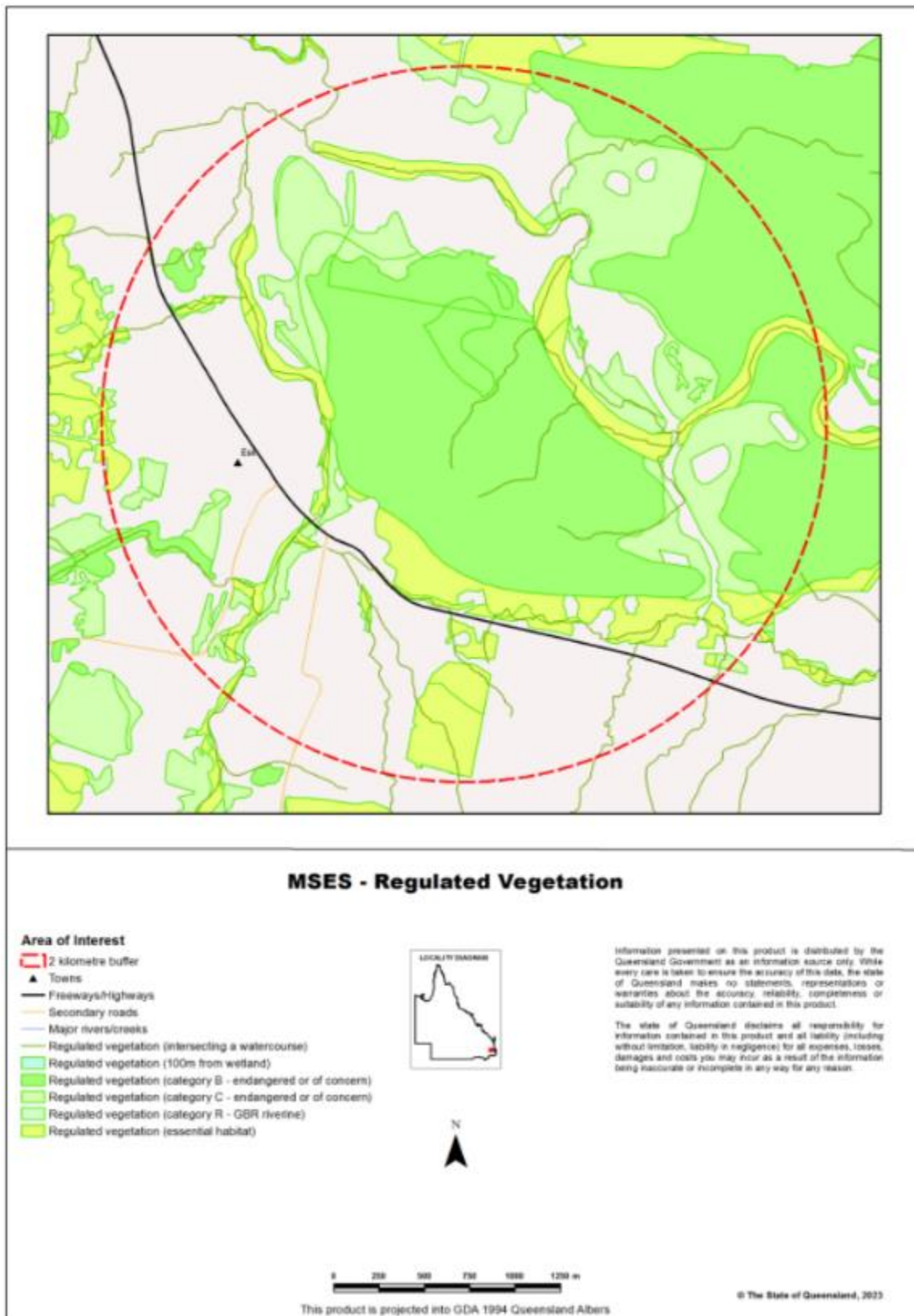
This map is produced at a scale relevant to the size of the area selected and should be printed as A4 size in portrait orientation.

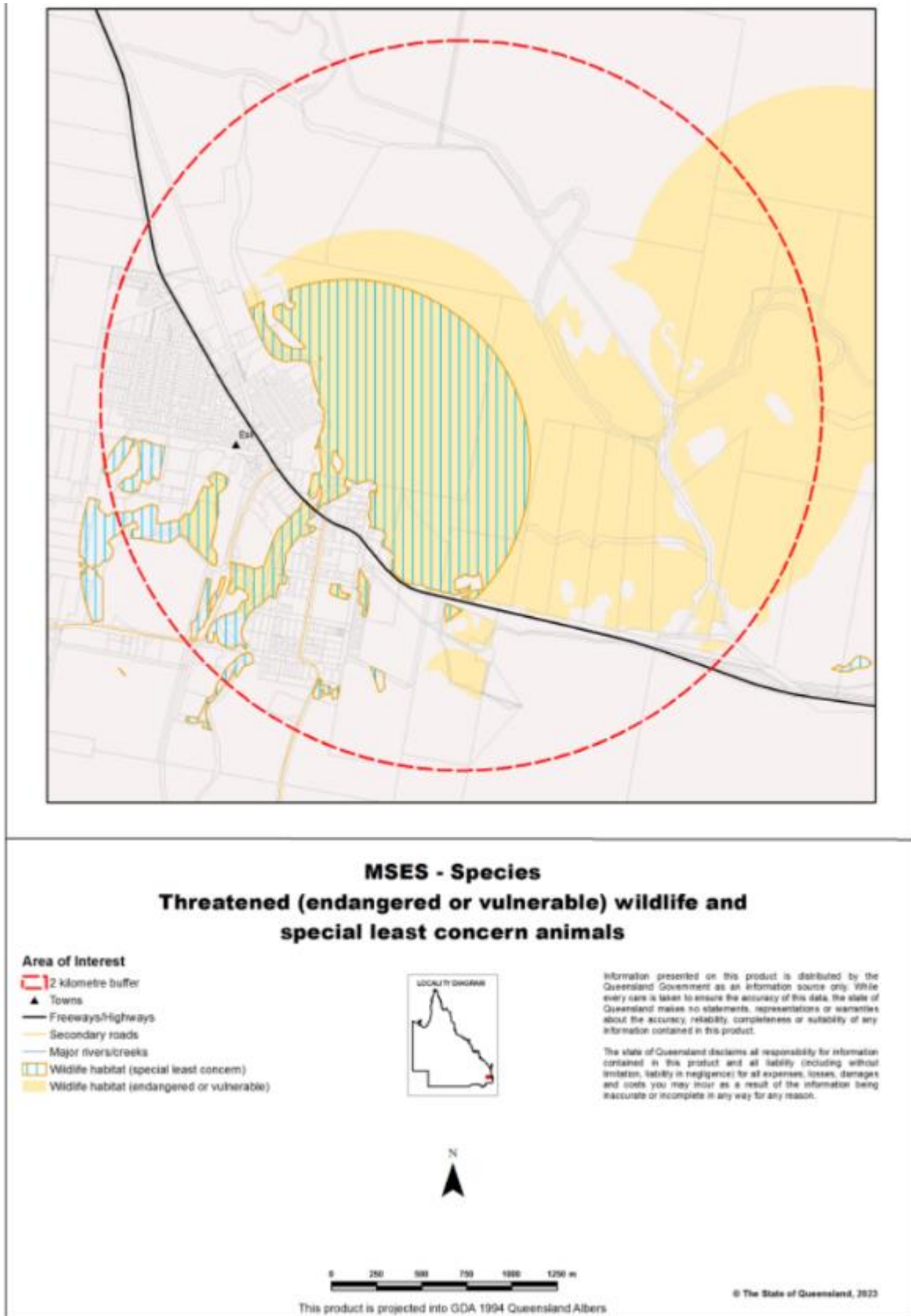
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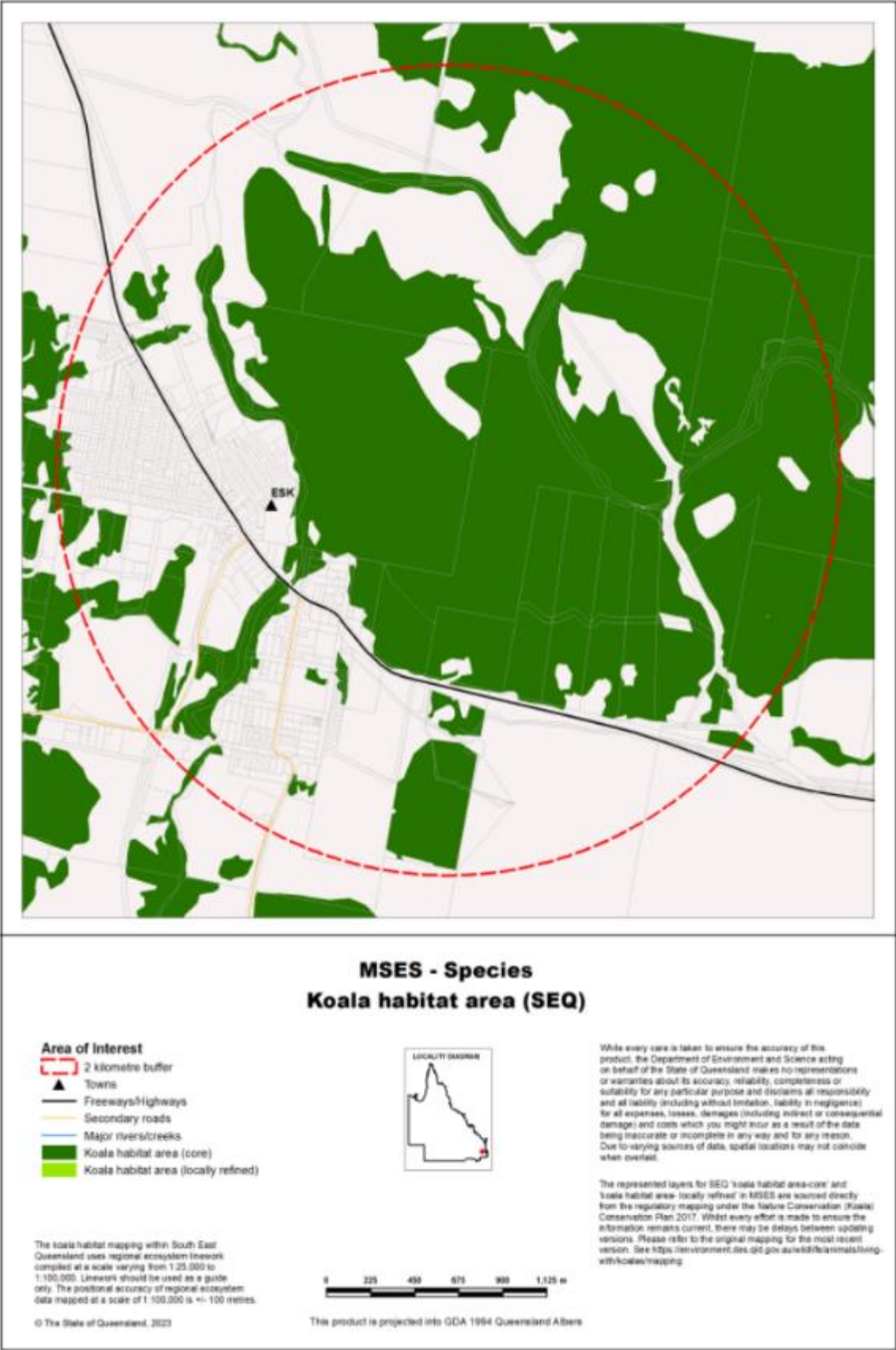
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APPENDIX G – MSES MAPPING







APPENDIX H – ECOLOGICAL COMMUNITY ASSESSMENT

Regional Descriptions	Ecosystem	RE 12.12.9 dominant; 12.12.15; 12.12.10; 12.3.7
Canopy structure and condition		<p>12.12.9: Canopy trees to 20m, in good ecological condition on lower slopes with large canopy trees, moderate to poor ecological condition in upper parts that are badly fire-affected and lacking in large trees.</p> <p>12.12.5: Canopy trees to 25m in good ecological condition.</p> <p>12.12.10: Typically, low canopy with occasional emergents, however community badly fire-affected and in poor ecological condition.</p> <p>12.3.7: Large trees present but relatively sparse, non-native trees common.</p>
Understorey structure and condition		<p>12.12.9: good condition on lower slopes, regenerating and dense in upper fire-affected parts.</p> <p>12.12.5: Mostly good ecological condition but weedy near the green waste dump.</p> <p>12.12.10: Mostly very dense and fire-affected</p> <p>12.3.7: Very weedy with occasional native species</p>
Species composition		
Native : Introduced		60:18

Species present:

SCIENTIFIC NAME	FAMILY	COMMON NAME	ABUNDANCE
CANOPY			
<i>Corymbia citriodora</i>	Myrtaceae	Spotted Gum	Common
<i>Corymbia intermedia</i>	Myrtaceae	Pink Bloodwood	Occasional
<i>Corymbia trachyphloia</i>	Myrtaceae	Brown Bloodwood	Common
<i>Eucalyptus crebra</i>	Myrtaceae	Narrow-leaved Ironbark	Common
<i>Eucalyptus dura</i>	Myrtaceae	Gum-topped Ironbark	Common
<i>Eucalyptus exserta</i>	Myrtaceae	Queensland Peppermint	Common
<i>Eucalyptus melanophloia</i>	Myrtaceae	Silver-leaved Ironbark	Common
<i>Eucalyptus moluccana</i>	Myrtaceae	Gum-topped Box	Occasional
<i>Eucalyptus tereticornis</i>	Myrtaceae	Queensland Blue Gum	Occasional
<i>Lophostemon suaveolens</i>	Myrtaceae	Swamp Box	Occasional
MID STOREY			
<i>Acacia leiocalyx</i>	Mimosaceae	Early-flowering Black Wattle	Occasional
<i>Acacia sp. crenata</i>	Mimosaceae	Silver-stemmed Wattle	Common
<i>Alphitonia excelsa</i>	Rhamnaceae	Red Ash	Common
<i>Casuarina torulosa</i>	Casuarinaceae	Forest Oak	Occasional
<i>Cissus hypoglauca</i>	Vitaceae	Water Vine	Occasional
<i>Clerodendrum floribundum</i>	Lamiaceae	Lolly Bush	Occasional
<i>Dodonaea viscosa</i>	Sapindaceae	Hop Bush	Occasional
<i>Eustrephus latifolius</i>	Asparagaceae	Wombat Berry	Common
<i>Ficus coronata</i>	Moraceae	Creek Sandpaper Fig	Common
<i>Glochidion ferdinandii</i>	Phyllanthaceae	Cheese Tree	Common
<i>Guoia semiglauca</i>	Sapindaceae	Wild Quince	Occasional

SCIENTIFIC NAME	FAMILY	COMMON NAME	ABUNDANCE
<i>Hibiscus splendens</i>	Malvaceae	Pink Hibiscus	Common
<i>Lophostemon confertus</i>	Myrtaceae	Brush Box	Common
<i>Mallotus philippinensis</i>	Euphorbiaceae	Red Kamala	Common
<i>Strebulus brunonianus</i>	Moraceae	Whalebone Tree	Occasional
<i>Trema tomentosa</i>	Cannabaceae	Poison Peach	Common
LOWER STRATUM			
<i>Adiantum hispidulum</i>	Pteridaceae	Rough Maidenhair Fern	Common
<i>Dianella caerulea</i>	Hemerocallidaceae	Blue Flax-lily	Occasional
<i>Imperata cylindrica</i>	Poaceae	Blady Grass	Occasional
<i>Lomandra</i> sp.	Lomandraceae	Mat-rush	Occasional
<i>Pteridium esculentum</i>	Dennstaedtiaceae	Bracken	Occasional
<i>Smilax australis</i>	Smilacaceae	Barbed-wire Vine	Common
<i>Smilax glycyphylla</i>	Smilacaceae	Sweet Sarsaparilla	Occasional
<i>Themeda triandra</i>	Poaceae	Kangaroo Grass	Common
<i>Xanthorrhoea</i> sp.	Xanthorrhoeaceae	Grass-tree	Common
NON-NATIVE			
<i>Ageratum houstonianum</i>	Asteraceae	Blue-top	Common
<i>Asparagus aethiopicus</i> ^{RIP}	Asparagaceae	Ground Asparagus Fern	Common
<i>Bidens pillosa</i>	Asteraceae	Cobblers Peg	Common
<i>Bryophyllum pinnatum</i>	Crassulaceae	Resurrection Plant	Occasional
<i>Celtis sinensis</i> ^{RIP}	Ulmaceae	Chinese Celtis	Common
<i>Chloris gayana</i>	Poaceae	Rhodes Grass	Occasional
<i>Conyza sumatrensis</i>	Asteraceae	Tall Fleabane	Common
<i>Cinnamomum camphora</i> ^{RIP}	Lauraceae	Camphor Laurel	Common
<i>Dolichandra unguis-cati</i> ^{RIP}	Bignoniaceae	Cat's-claw Creeper	Common
<i>Ipomoea cairica</i>	Convolvulaceae	Mile-a-minute	Occasional
<i>Jacaranda mimosifolia</i>	Bignoniaceae	Jacaranda	Occasional
<i>Lantana camara</i> ^{RIP}	Verbenaceae	Lantana	Common
<i>Megathyrsus maximus</i> var. <i>maximus</i>	Poaceae	Green Panic	Common
<i>Ochna serrulate</i>	Ochnaceae	Ochna	Common
<i>Paspalum mandiocanum</i>	Poaceae	Broad-leaf Paspalum	Occasional
<i>Passiflora suberosa</i>	Passifloraceae	Corky Passionfruit	Occasional
<i>Solanum mauritianum</i>	Solanaceae	Wild Tobacco	Common

RIP = Restricted Invasive Plant

APPENDIX I: LOCATION AND SUPPORTING HABITAT OF CREVNT FLORA SPECIES

PLANT ID	LATITUDE	LONGITUDE	NO OF STEMS	HEIGHT (m)	DBH (mm)	SUPPORTING VEGETATION	DISTURBANCE LEVEL	NOTES
1	-27.23770	152.42488	1	5	40	<i>Eucalyptus tereticornis</i> , <i>Lophostemon suaveolens</i> , <i>Alphitonia excelsa</i> , <i>Acacia nerifolia</i> , <i>A. leiocalyx</i> , <i>Lantana câmara</i> , <i>Celtis sinsensis</i>	High	Regrowth near Sandy Creek. Was in dense Lantana thicket during initial survey, has since been burnt.
2	-27.23763	152.42477	2	3	30	<i>Lophostemon suaveolens</i> , <i>Alphitonia excelsa</i> , <i>Acacia nerifolia</i> , <i>Lantana câmara</i> , <i>Celtis sinensis</i>	High	Regrowth near Sandy Creek. Was in dense Lantana thicket during initial survey, has since been burnt.
3	-27.23306	152.43642	Multi	2.5	20	<i>Acacia nerifolia</i> , <i>Callistemon viminalis</i> , <i>Lophostemon sualeolens</i> , <i>Leptospermum sp.</i> , grasses.	Moderate	Adjacent to Esk Ck and a large rock face, open grassy understorey.
4	-27.23158	152.42717	Multi	1	20	Dry rainforest matrix	Low to moderate	Located at the head of a gully below the cliffs on the western side of the mountain
5	-27.23195	152.42743	1	1.5	30	Exposed on dry rocky cliff	Low to moderate	Located at the head of a gully below the cliffs on the western side of the mountain. Bushy shrub
5 - 8	-27.23021	152.42057	TBD	TBD	TBD	Riparian	Moderate to high	Record from SRC, not in close proximity to trail network.

APPENDIX J - FAUNA SPECIES LIST

SCIENTIFIC NAME	COMMON NAME
MAMMALS	
<i>Austronomus australis</i>	White-striped Freetail Bat
<i>Canis lupus dingo</i>	Dingo
* <i>Cervus elaphus</i>	Red Deer
<i>Chalinolobus gouldii</i>	Gould's Wattled Bat
<i>Chalinolobus morio</i>	Chocolate wattled bat
<i>Chalinolobus nigrogriseus</i>	Hoary wattled bat
<i>Isododon macrourus</i>	Northern Brown Bandicoot
<i>Miniopterus australis</i>	Little bent-winged bat
<i>Miniopterus orianae</i>	Common bent-winged bat
<i>Notamacropus parryi</i>	Whiptail Wallaby
<i>Notamacropus rufogriseus</i>	Red-necked Wallaby
<i>Nyctophilus sp. (bifax, geoffroyi and/or gouldii)</i>	
<i>Ozimops lumsdenae</i>	
<i>Ozimops ridei</i>	Rides freetailed bat
<i>Petaurus norfolcensis</i>	Squirrel Glider
<i>Perameles nasuta</i>	Southern long-nosed bandicoot
<i>Pseudomys gracilicaudatus</i>	Eastern chestnut mouse
^V <i>Petrogale penicillata</i>	Brush-tailed Rock-wallaby
<i>Phascogale tapoatafa</i>	Brush-tailed Phascogale
^E <i>Phascolarctos cinereus</i>	Koala
<i>Pteropus sp.</i>	a flying fox
* <i>Rattus rattus</i>	Black Rat
<i>Rattus tunneyi</i>	Pale Field Rat
<i>Rhinolophus megaphyllus</i>	Eastern horseshoe bat
<i>Saccolaimus flaviventris</i>	Yellow-bellied sheath-tailed bat
<i>Scoteanax rueppellii</i>	Greater broad-nosed bat
<i>Scotorepens orion</i>	Eastern Broad-nosed Bat
^{SL} <i>Tachyglossus aculeatus</i>	Short-beaked Echidna

SCIENTIFIC NAME	COMMON NAME
<i>Trichosurus vulpecula</i>	Common Brushtail Possum
<i>Vespedelus troughtoni</i>	Eastern cave bat
* <i>Vulpes vulpes</i>	Red Fox
<i>Wallabia bicolor</i>	Swamp Wallaby
BIRDS	
<i>Alectura lathamii</i>	Australian Brush-turkey
<i>Alisterus scapularis</i>	Australian King-Parrot
<i>Anas superciliosa</i>	Pacific Black Duck
<i>Aquila audax</i>	Wedge-tailed Eagle
<i>Cacatua galerita</i>	Sulphur-crested Cockatoo
<i>Cacomantis flabelliformis</i>	Fan-tailed Cuckoo
<i>Chrysococcyx lucidus</i>	Shining Bronze-Cuckoo
<i>Colluricincla harmonica</i>	Grey Shrike-thrush
<i>Coracina novaehollandiae</i>	Black-faced Cuckoo-shrike
<i>Cormobates leucophaea</i>	White-throated Treecreeper
<i>Corvus orru</i>	Torresian Crow
<i>Cracticus nigrogularis</i>	Pied Butcherbird
<i>Cracticus torquatus</i>	Grey Butcherbird
<i>Dacelo novaeguineae</i>	Laughing Kookaburra
<i>Daphoenositta chrysoptera</i>	Varied Sitella
<i>Dicaeum hirundinaceum</i>	Mistletoebird
<i>Dicrurus bracteatus</i>	Spangled Drongo
<i>Edolisoma tenuirostre</i>	Common Cicadabird
<i>Entomyzon cyanotis</i>	Blue-faced Honeyeater
<i>Eolophus roseicapilla</i>	Galah
<i>Eopsaltria australis</i>	Eastern Yellow Robin
<i>Eurystomus orientalis</i>	Dollarbird
<i>Geopelia humeralis</i>	Bar-shouldered Dove
<i>Geopelia placida</i>	Peaceful Dove
<i>Grallina cyanoleuca</i>	Magpie-lark
<i>Gymnorhina tibicen</i>	Australian Magpie
<i>Lichmera indistincta</i>	Brown Honeyeater
<i>Macropygia phasianella</i>	Brown Cuckoo-Dove

SCIENTIFIC NAME	COMMON NAME
<i>Merops ornatus</i>	Rainbow Bee-eater
<i>Malurus lamberti</i>	Variegated Fairy-wren
<i>Malurus melanocephalus</i>	Red-backed Fairy-wren
<i>Meliphaga lewinii</i>	Lewin's Honeyeater
<i>Melithreptus albogularis</i>	White-throated Honeyeater
<i>Merops ornatus</i>	Rainbow Bee-eater
<i>Manorina melanocephala</i>	Noisy Miner
<i>Myiagra rubecula</i>	Leaden Flycatcher
<i>Neochmia temporalis</i>	Red-browed Finch
<i>Ninox boobook</i>	Southern Boobook
<i>Ocyphaps lophotes</i>	Crested Pigeon
<i>Pachycephala pectoralis</i>	Golden Whistler
<i>Pardalotus striatus</i>	Striated Pardalote
<i>Podargus strigoides</i>	Tawny Frogmouth
<i>Phaps chalcoptera</i>	Common Bronzewing
<i>Philemon citreogularis</i>	Little Friarbird
<i>Philemon corniculatus</i>	Noisy Friarbird
<i>Psophodes olivaceus</i>	Eastern Whipbird
<i>Rhipidura albiscapa</i>	Grey Fantail
<i>Rhipidura leucophrys</i>	Willie Wagtail
<i>Sericornis frontalis</i>	White-browed Scrubwren
<i>Sphecotheres vieilloti</i>	Australasian Figbird
<i>*Spilopelia chinensis</i>	Spotted Dove
<i>Stizoptera bichenovii</i>	Double-barred Finch
<i>Strepera graculina</i>	Pied Currawong
<i>Synoicus ypsilophorus</i>	Brown Quail
<i>Trichoglossus chlorolepidotus</i>	Scaly-breasted Lorikeet
<i>Trichoglossus haematodus</i>	Rainbow Lorikeet
<i>Turnix varius</i>	Painted Button-quail
<i>Tyto alba/novaehollandiae</i>	Barn owl or Masked owl
<i>Zosterops lateralis</i>	Silvereye
<i>Carlia pectoralis</i>	Open-litter Rainbow Skink
REPTILES	
<i>Carlia schmeltzii</i>	
<i>Cryptoblepharus pulcher</i>	Elegant snake-eyed Skink
<i>Ctenotus robustus</i>	Eastern Striped Skink
<i>Ctenotus taeniolatus</i>	Copper-tailed Skink
<i>Demansia psammophis</i>	Yellow-faced Whipsnake

SCIENTIFIC NAME	COMMON NAME
<i>Diplodactylus villatus</i>	Eastern Stone Gecko
<i>Intellagama lesueurii</i>	Eastern Water Dragon
<i>Morelia spilota</i>	Carpet Python
<i>Morethia taeniopleura</i>	Fire-tailed Skink
<i>Pogona barbata</i>	Eastern Bearded Dragon
<i>Pseudonaja textilis</i>	Eastern Brown Snake
<i>Tropidonophis mairii</i>	Keelback
AMPHIBIANS	
<i>Limnodynastes peronii</i>	Striped Marsh Frog
<i>Litoria latopalmata</i>	Broad-palmed Rocket-frog
<i>Platyplectrum ornatum</i>	Ornate Burrowing Frog
* <i>Rhinella marina</i>	Cane Toad

Key – V Vulnerable E - Endangered SL – Special Least concern * Pest species

APPENDIX K – CAMERA TRAP RESULTS

Site	Field Trip	Station	Lat	Lon	Site description	Species
1	1	1_1	-27.236	152.4258	Western hillside	Brush-tailed Phascogale, Red-necked Wallaby, Common Brushtail Possum
1	1	1_2	-27.2372	152.4263	Western hillside	Nil
2	1	2_1	-27.245	152.432	Green waste dump	Swamp Wallaby, Common Brushtail Possum, Red Fox
2	1	2_2	-27.2443	152.4316	Green waste dump	Northern Brown Bandicoot, Common Brushtail Possum, Laughing Kookaburra
3	1	3_1	-27.236	152.4246	Creekside	Black Rat, Australian Brush-turkey
3	1	3_2	-27.2351	152.4241	Creekside adjacent to Site 3	Nil
opportunistic	1	4	-27.2359	152.4272	Glen Rock Saddle Trail	Nil
opportunistic	1	5	-27.2363	152.4273	Glen Rock Saddle Trail	Red-necked Wallaby
opportunistic	1	6	-27.2437	152.4328	Green waste dump	Swamp Wallaby, Black Rat
opportunistic	1	7	-27.234	152.4271	Glen Rock Saddle Trail	Swamp Wallaby, Short-beaked Echidna
opportunistic	1	8	-27.2356	152.4246	Glen Rock Saddle Trail	Australian Brush-turkey
opportunistic	1	9	-27.2333	152.4282	Glen Rock Saddle Trail	Brush-tailed Rock-wallaby , Black Rat, Australian Brush-turkey
opportunistic	2	10	-27.2348	152.434	Eastern hillside	Brush-tailed Phascogale, Red Fox, Torresian Crow
opportunistic	2	11	-27.2358	152.431	Eastern hillside	Long-nosed Bandicoot, Brush-tailed Phascogale, Black Rat, Red Fox, Australian Brush-turkey, Grey Shrike-thrush, Pied Currawong
opportunistic	2	12	-27.2387	152.435	Eastern hillside	Swamp Wallaby

Native Foresters

Site	Field Trip	Station	Lat	Lon	Site description	Species
opportunistic	2	13	-27.2331	152.425	Eastern hillside	Nil
opportunistic	2	14	-27.2392	152.4323	Eastern hillside	Nil
opportunistic	2	15	-27.2323	152.4314	Eastern hillside	Brush-tailed Phascogale
opportunistic	2	16	-27.2387	152.4353	Eastern hillside	Black Rat
opportunistic	2	17	-27.2366	152.4351	Eastern hillside	Brush-tailed Rock-wallaby , Long-nosed Bandicoot, Pale Field Rat
opportunistic	2	18	-27.2324	152.4336	Eastern hillside	Red-necked Wallaby, Brush-tailed Phascogale
opportunistic	2	19	-27.2326	152.436	western hillside	nil

APPENDIX L – Notes - Microbat identification

The identification of microbats from their ultrasonic calls includes several uncertainties. Uncertainties pertaining to the data collected during this study include;

- Bats calling at 35kHz could potentially include either or both *Scotorepens orion* or *Scoteanax rueppellii*, the Eastern or Greater broad-nosed bats, respectively. Both species are possible from the site. These have been identified to species where possible however short sequences, poor recording quality (due to bat location or environmental conditions) or ambiguous call parameters mean that a significant number of calls recorded at this frequency can not be ascribed to either one of these species, and are thus retained as 35kHz.
- Bats calling at 40kHz could potentially include three species *Scotorepens* sp (Parnaby), Parnaby's broad-nosed bat, *S. greyii* Little broad-nosed bat or *C. nigrogriseus* Hoary wattled bat. It is very likely that *Scotorepens* sp. (Parnaby) occurs at the site (this is one of the most common bats across south-east Queensland), and some calls were identified as *C. nigrogriseus* due to the alternating frequency of pulses within some calls (see reference call below).
- Three of the detected species (*Micronomus norfolkensis*, *Chalinolobus morio*, *Vespadelus pumilus*) were identified from a very small number of low-quality calls which may possibly be unusual calls of more common bats (*M. norfolkensis* could be confused with atypical calls of *C. gouldii*, *C. morio* could be confused with poor quality calls of *V. troughtoni*, *V. pumilus* could be confused with atypical calls of either *M. australis* or *V. troughtoni*) And thus these identifications from the site should be treated as possible identifications only.
- Three species of Long-eared bats, *Nyctophilus* sp. Potentially occur in the study area, however these species are not currently distinguishable by their echolocation calls. The three candidate species (*N. bifax*, *N. gouldii*, and *N. geoffroyi*) can only be distinguished in the hand. Further harp trapping on the eastern areas of Mt Glen Rock (if suitable sites can be accessed) may resolve the species identification of *Nyctophilus* on the site.

- **Species abundance matrix of microbat species detected during the Mt Glen Rock microbat survey, October 2023.**
- Refer to **Appendix D** for locations of sites. Four letter species codes as follows: **AUAU**, *Austronomus australis*, white-striped free-tailed bat; **CGOR**, either *Chalinolobus gouldii*, Gould's wattled bat or *O. ridei*, Ride's free-tailed bat; **CHGO**, *Chalinolobus gouldii*, Gould's wattled bat; **CHMO**, *C. morio*, Chocolate wattled bat; **CHNI**, *C. nigrogriseus*, Hoary wattled bat; **MINO**, *Micronomus norfolkensis*, east coast free-tail bat; **MIAU**, *Miniopterus australis*, Little bentwing bat; **MIOC**, *M. orianae oceanensis*, Common bentwing bat; **MYMA**, *Myotis macropus*, Large footed myotis; **NYSP**, *Nyctophilus* sp, long-eared bat species; **OZLU**, *Ozimops lumsdenae*, Northern free-tailed bat; **OZRI**, *O. ridei*, Ride's free-tailed bat; **Q35** either *Scotorepens orion*, *Scotorepens greyii* or *Scoteanax rueppellii*, Eastern, little or greater broad-nosed bats respectively; **Q40**, calls at this frequency may represent *Scotorepens* sp (Parnaby), Parnaby's broad-nosed bat, *S. greyii* Little broad-nosed bat or *C. nigrogriseus* Hoary wattled bat; **RHME**, *Rhinolophus megaphyllus*, eastern horseshoe bat; **SAFL**, *Saccolaimus flaviventrus*, yellow-bellied sheath-tail bat; **SCOR**, *Scotorepens orion*, eastern broad-nosed bat; **SCRU**, *Scoteanax rueppellii*, greater broad-nosed bat; **VECM**, either *V. troughtoni* or *C. morio*; **VEPU**, *Vespadelus pumilus*, eastern forest bat; **VETR**, *V. troughtoni*, eastern cave bat.

SITE	AUAU	CGOR	CHGO	CHMO	CHNI	MINO	MIAU	MIOC	MYMA	NYSP	OZLU	OZRI	Q35	Q40	RHME	SAFL	SCOR	SCRU	VECM	VEPU	VETR
1	0	0	34	0	0	0	1	4	0	4	2	20	10	59	1	4	0	0	0	0	1
2	1	0	235	0	4	0	20	8	0	0	0	101	0	261	2	1	0	0	0	1	4
3	3	0	292	0	0	4	8	3	0	4	0	37	24	139	0	3	0	0	0	0	6
4	0	0	37	0	0	0	0	0	0	13	5	145	10	0	0	11	0	0	0	0	0
5	0	0	192	9	1	0	9	25	93	0	1	33	21	104	0	2	0	0	0	0	25
Survey 1 TOTAL	4	0	790	9	5	4	38	40	93	21	8	336	65	563	3	21	0	0	0	1	36
6	124	725	205	0	9	0	2	2	0	0	5	119	8	21	0	14	18	6	0	0	0
7	22	35	2	0	4	0	2	0	0	8	3	10	0	19	0	15	1	0	0	0	1
8	89	110	961	0	7	0	3	28	0	2	0	2	6	3	0	18	39	5	0	0	0
9	505	492	1775	26	0	0	27	31	0	2	0	2	69	9	0	118	362	117	33	0	69
10	139	34	10	1	0	0	15	59	0	6	0	4	0	4	0	13	0	0	0	0	11
11	468	100	5	0	1	0	87	50	0	20	2	1	1	19	1	1	0	0	0	0	0
Survey 2 TOTAL	1347	1496	2958	27	21	0	136	188	0	38	10	138	84	81	1	179	420	128	33	0	81
Grand TOTAL	1351	1496	3748	36	26	4	174	228	93	59	18	474	149	644	4	200	420	128	33	1	117

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Helen Golinski, EA to Mayor and CEO
Date: 1 August 2024
Subject: Council of Mayors Delegation
File Ref: Council of Mayors South East Queensland
Action Officer: EA

Background/Summary

Council of Mayors South East Queensland (COMSEQ) is sending a delegation to Europe in February 2025 as part of the Brisbane 2032 investigations.

COMSEQ is making arrangements for the delegation with costs being covered as part of the membership of COMSEQ.

Attachments

Nil

Recommendation

THAT Mayor Wendt be authorised to attend the Council of Mayors, South East Queensland, European mission to be held in February 2025.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer

From: Helen Golinski, EA to Mayor and CEO

Date: 1 August 2024

Subject: Nomination as a Director of South East Queensland Regional Recreational Facility Pty Ltd (SEQRRF)

File Ref: Council of Mayors South East Queensland

Action Officer: EA

Background/Summary

Correspondence has been received from Council of Mayors South East Queensland seeking a nomination as a Director on the Board of South East Queensland Regional Recreational Facility Pty Ltd (SEQRRF) from Somerset Regional Council.

SEQRRF was established in October 2010 to facilitate the development and operation of a regional trail bike facility on state-owned land at Wyaralong in the Scenic Rim Regional Council local government area. This facility is a joint-initiative of the Queensland Government and South East Queensland (SEQ) Councils, and is operated by Motorcycling Queensland Pty Ltd on an operators lease.

Eight SEQ Council are the founding shareholder of the company. Along with two non-shareholding bodies. Due to local government elections and the resignation of one of the non-shareholding director, nominations are being sought for the position of directors. The constitution currently stipulates that up to seven (7) directors and not less than three may be appointed for a term of up to three years.

Attachments

Nil

Recommendation

THAT Council nominate Mayor Jason Wendt as a Director on the Board of South East Queensland Regional Recreational Facility Pty Ltd (SEQRRF).

SOMERSET REGIONAL COUNCIL - Officer's Report

From: Andrew Johnson, Chief Executive Officer
Date: 5 August 2024
Subject: Operational Plan Fourth Quarter review 2023 - 24
File Ref: Corporate Management – Planning – Operational report
Action Officer: DCORP

Background/Summary

The Operational Plan for Somerset Regional requires reviewing at each quarter to determine progress of the items within the Plan. The 2023/24 plan was developed at the same time as the Budget and has a close alignment with the 2023/24 Budget. The fourth and final Quarter review contains feedback from all officers who were responsible for items within the plan. To help interpret the report outcomes Council officers have updated the traffic lights within the report.

It is pleasing to report that Council's progress on the action items within the Operational Plan 2023/24 has resulted in 92% of items completed or achieved. Officers tasked with responsibility for ongoing operational items are managing and progressing those items as expected. These operational matters may be reported on in the Departmental Reports section of the Annual Report.

Attachments

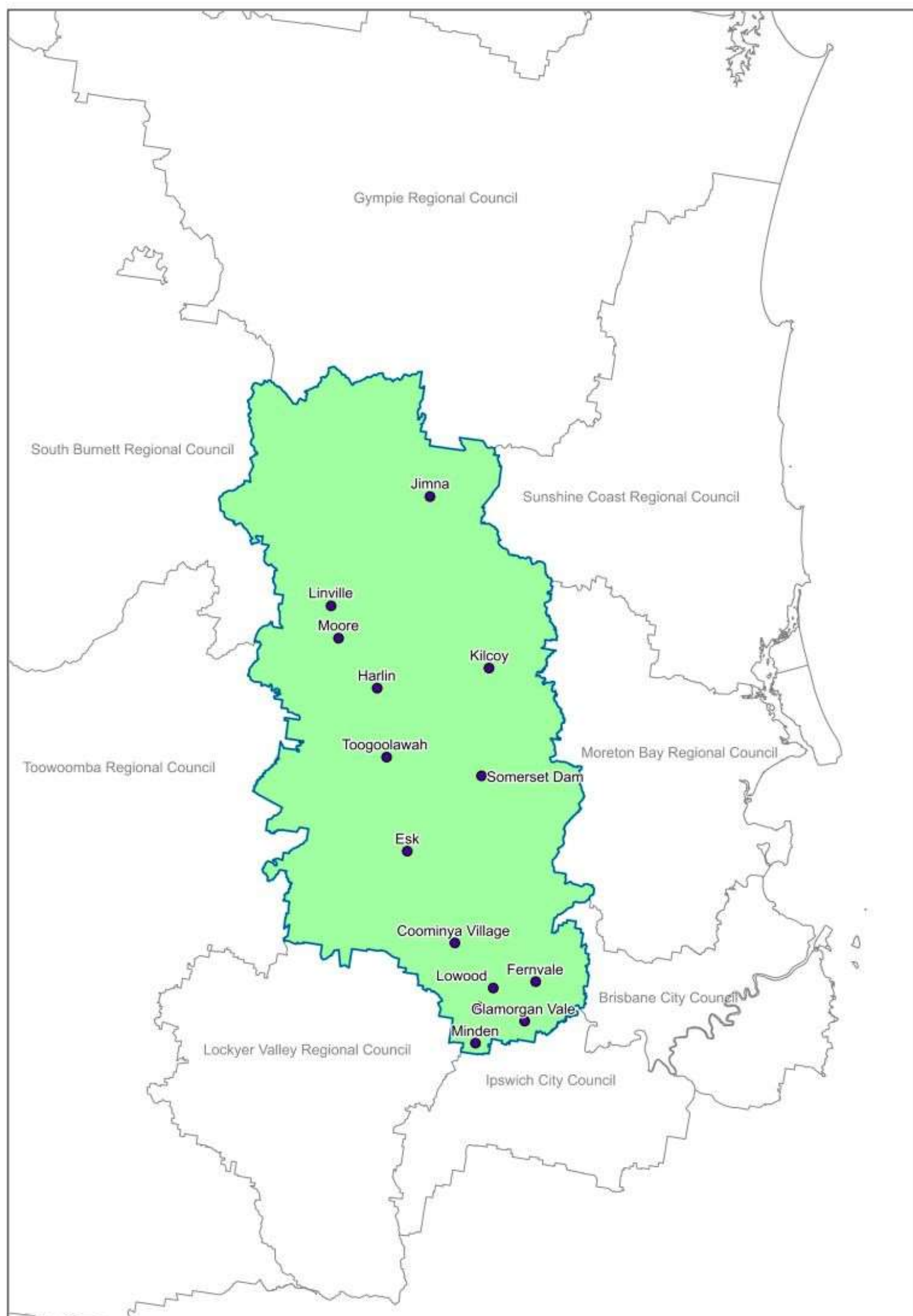
Operational Plan 2023-24 Quarter 4 Review

Recommendation

THAT Council receive the Operational Plan 2022-23 Quarter 4 review and note the progress of the action items within the plan.



OPERATIONAL PLAN 2023 – 2024





Introduction

The 2023/24 Operational Plan outlines the activities and services that as an organisation Council will deliver this year towards implementing the objectives of the Corporate Plan 2021 -2026.

Somerset Regional Council's Operational Plan is an integral cog in the wheel that drives our Corporate Planning and the organisations performance. The Operational Plan is funded through Council's annual budget and sets the years direction for each of Council's Departments. The Operational Plan articulates Council's commitment to key projects, services, activities and measures the success and areas of responsibility for 2023/24. Council is required to report quarterly on the progress of all operational plan.

The Operational Plan is aligned with other key documents to detail the implementation of strategies which are used to assist Council and the community to plan for a sustainable future. This approach ensures that efficiencies are achieved through coordinated planning and budgeting and to ensure that management is undertaken in an integrated manner.

The alignment of the Corporate Plan 2021 - 2026 and the Operational Plan for 2023/24 is centred on the key themes of Natural Somerset, Vibrant Somerset, Prosperous Somerset, Well Planned Somerset and United Somerset. These five themes guide Council's focus over the next five years and have a number of outcomes and strategies. The Corporate Plan assists in the identification of priorities, and is used to balance the delivery of services and projects within available resources.

Our Vision

The Somerset region, with its unique identity and proud heritage, is vibrant, cohesive and connected, providing the foundations for a prosperous rural lifestyle.

Our Mission Statement

To provide leadership in making locally-responsive and informed decisions, focussing on our customer's needs to deliver the highest-quality efficient services and facilities to all communities of the Somerset region.

Our Five Core Values

Our values govern Council's actions and how we serve the communities of the Somerset region. Our five core values are:

1. Positive Interactions

We encourage positive interactions within the organisation and externally, and our relationships are based on integrity, honesty, openness, accountability and equity.

2. Community Champions

As community champions we will provide a foundation for long-term growth and prosperity while providing flexibility to respond to the changing needs of our community.

3. Empowered Workforce

As an organisation, we aim to provide a safe environment for our employees to further develop their productive capacity through the acquisition of skills, teamwork, empowerment and participation in the decision-making process.

4. Safety STAR (Stop, Think, Act, Review)

We recognise that to function efficiently and effectively our organisation and community must feel safe. In doing so, we will take the necessary time to stop and think, take appropriate action to protect our people, and review our processes in the spirit of continuous improvement.

5. Excellence

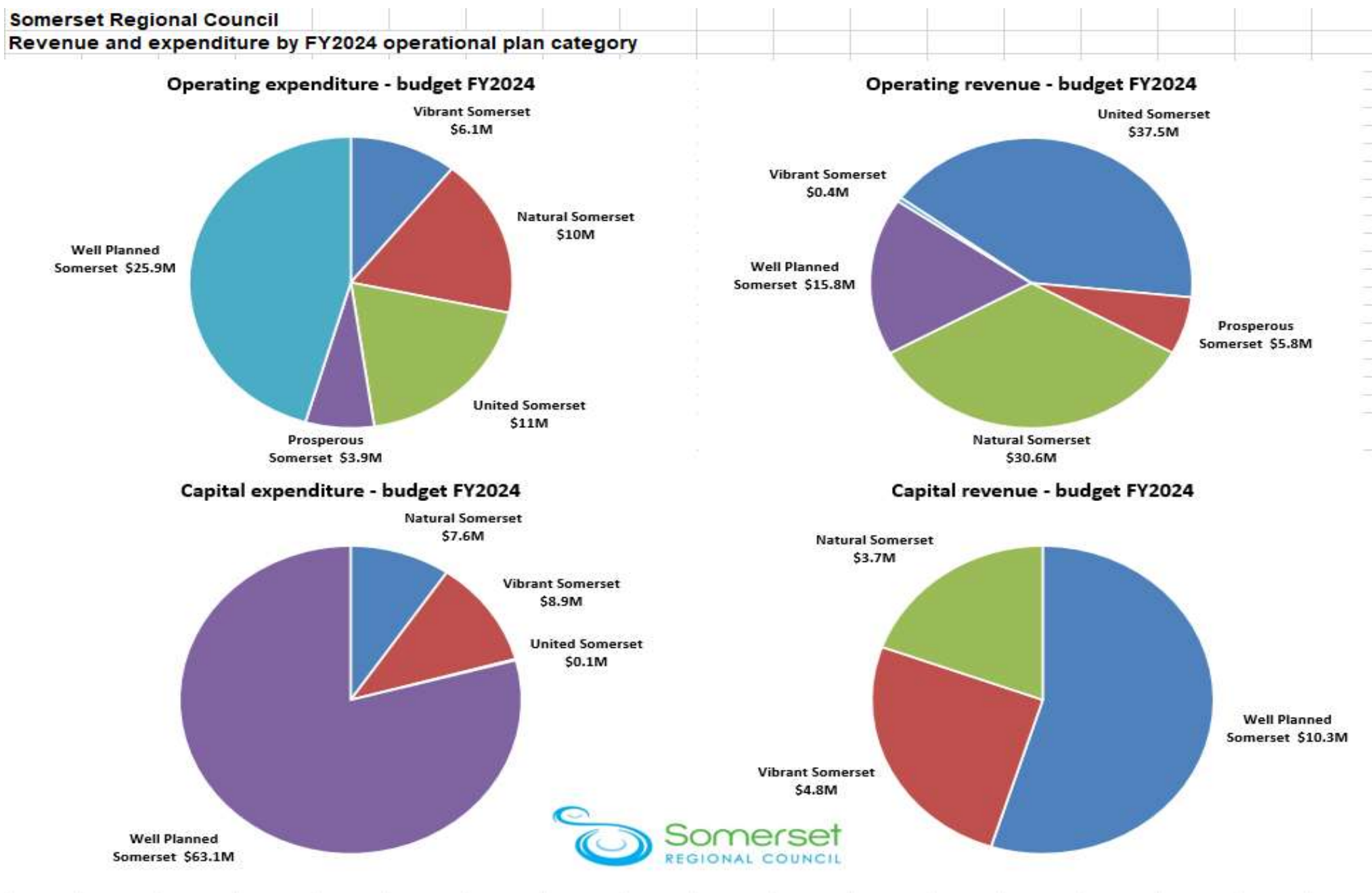
We encourage our elected representatives, employees, our community champions and our customers to be actively involved in our quest for excellence – meeting or exceeding our community's needs and expectations at the lowest cost possible.

Managing Risks

Somerset Regional Council recognises that risk management is an integral part of good governance and management practice. Accordingly, Council has an active system in place to manage and treat risks. This system is supported and managed by Council's CEO and Directors. Risk management principles and processes with the organisation's overall governance, strategy and planning, management, reporting processes, policies, values and culture are managed on a day to day basis.

Linking the Operational Plan to the budget

To achieve the strategies and activities contained within the key Corporate Themes, the Operational Plan is financed through the 2023/24 budget and commits Council to the allocation of resources to ensure service delivery is undertaken and completed within the year. Financial performance is monitored throughout the year with monthly reports to Council and periodic budget review undertaken to account for new information as it comes to hand.



2023/24 Operational Plan

The focus for the Operational Plan is on planning, delivery and monitoring the relevant services and projects that will translate the strategic themes into actions. Included within the following tables are specific activities, performance measures, targets and responsibilities for each of the Corporate Plan Themes.

Corporate Plan Theme		NATURAL SOMERSET								
Corporate Plan Theme Description		A place where the natural environment, scenic beauty and rural lifestyle are valued and protected								
	Corporate Plan Strategy	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
1	Promote the lakes, valleys, mountains, rivers and natural heritage in the Somerset region's branding, marketing and development.	Engage with the SEQ Water to address water, landcare, river care and related issues	Active advocacy through relevant SEQ Water representatives and the Board.	Inform	Progress options for Cormorant Bay Café and mid-Brisbane public use areas, and other relevant matters with SEQ Water.	Office of the Mayor and CEO	CEO		Seqwater confirmed that Cormorant Bay Café refurbishment will not proceed, however, Seqwater are prepared to collaborate with Council about alternative opportunities. Council has committed to further conversation with SEQ water about alternative options. Ongoing planning for the replacement of Lester Kropp bridge over Stanley River continues to progress.	Ongoing
2	Protect and utilise our economic assets including our agricultural land, forests and other natural resources.	Engage with agricultural and forestry sectors via Council Advisory Committees to protect and enhance economic opportunities.	Participation via these sectors in Council Advisory committees, such as the EDTAC and LDMG.	Inform	Positive Interactions with sectors in protecting and utilising agricultural, forests and natural assets	Office of the Mayor and CEO	CEO		No EDTAC meeting this quarter due to very busy post election period and focus on budget deliberations.	Ongoing
		Work with Council of Mayors to address forestry, landcare, rivercare and related issues	Active advocacy through Council, regional organisations and Associations	Inform	Participation in South East Queensland (SEQ) Council of Mayors according to resources and priorities	Office of the Mayor and CEO	CEO		COMSEC meeting held in May. With many new Mayors in SEQ Councils, additional time was allowed for induction and strategy discussion. COMSEQ State Government delegations were also held in late May	Ongoing
		Engage with the State Environment and Water Ministers to address forestry, landcare, rivercare and related issues	Where appropriate, advocacy through relevant State Government Departments and Ministers	Inform	Positive Interactions with State Departments and Ministers	Office of the Mayor and CEO	CEO		The Lockyer Somerset Water Collaborative continued to implement City Deals funds, by continuing with Optimisation Assessment Review (OAR). A technical working group and process control group (PCG) are advancing the OAR within prescribed timeframes. Council CEO sits on the PCG.	Ongoing
		Engage with Commonwealth Environment Minister to address forestry, landcare, rivercare and related issues	Where appropriate, advocacy through relevant Commonwealth Government Departments and Ministers	Inform	Positive Interactions with Commonwealth Departments Agencies and Ministers	Office of the Mayor and CEO	CEO		Council is advocating via the National and State Governments for additional funding from the National Fire Ant Eradication Program to ensure the outcomes of the Fire Ant Suppression Taskforce can be implemented. Council considers this funding critical.	Ongoing
3	Implement contemporary and practical strategies to minimise the environmental impact of Council's operations and facilities.	Offset the environmental impacts of Council's Capital Works Program.	Deliver proportionate offsets as per Council's Offset Policy OP019.	Inform	Offsets are delivered in alignment with Council's strategic environmental priorities.	Planning and Development	NRMO		Maintenance contract for 24/25 FY, including additional planting (500 plants) subject to seasonal conditions.	Ongoing
4	Encourage the State and Federal Governments to support a range of natural resource enhancement activities including re-forestation, land care, riparian restoration and carbon reduction initiatives.	Maintain an Environmental Levy in the Budget	Adopt an Environmental levy during the 2023/24 Budget process	Inform	Adoption of an environmental levy by 31 July 2023	Finance	DFIN		Nil for reporting period. Environmental levy adopted in July 2023.	Completed (July 2023)
5	Take an active role in the maintenance and enhancement of the region's natural resources through targeted expenditure of the environment levy and other resources	Facilitate collaborative investment with key internal and external partners	Deliver projects under the Resilient Rivers initiative and disaster recovery funding arrangements.	Involve	Program delivery in alignment with Project Plan deliverables.	Planning and Development	NRMO		Black Snake Creek program (6 properties) under contract maintenance regime 24/25 FY. New Resilient River projects subject to institutional discussions with CoMSEQ, and State and Federal Governments (SEQ City Deal). QRA recreational assets project delivery finalised June 30 incorporating achievement of all anticipated deliverables.	Ongoing
		Promote and deliver community engagement activities.	Deliver: • Free Tree Program • National Tree Day • Land for Wildlife Program.	Inform	Delivery of Free Tree days; National Tree Day; Increase community participation in Land for Wildlife	Planning and Development	NRMO		Ongoing successful delivery.	Ongoing
		Deliver direct investment opportunities for homeowners in partnership with Seqwater.	Deliver the On-site Wastewater Mitigation Program.	Inform	Program delivery in alignment with Project Plan deliverables.	Planning and Development	NRMO		Responsive engagement in respect to invitation letters sent to landholders - Planning for next phase role out in new priority area.	Ongoing
6	Support educational programs which promote the importance of preserving the region's natural features and opportunities for carbon reduction initiatives.	Coordinate and support regionally significant initiatives, including: • Land for Wildlife • South East Queensland Fire and Biodiversity Consortium • Healthy Land and Water (regional NRM) • Council of Mayors (SEQ) – Resilient Rivers.	Active participation in relevant forums.	Inform	Maintain membership and delivery of: • Land for Wildlife • SEQ Fire and Biodiversity Consortium • Healthy Land and Water (regional NRM) • Council of Mayors (SEQ) – Resilient Rivers.	Planning and Development	NRMO		Ongoing officer attendance and representation.	Ongoing
7	Support long-term financial planning, asset management, strategic planning, emergency management and other Council processes through a considered understanding of regional conditions, including bushfire risk, flooding, and climatic change.	Implement and report on the progress of the outcomes of the Local Floodplain Management Plans and Overland Flow Assessment Report.	Progression of action items identified in the flood studies.	Inform	Annual progress report.	Operations	DOPER		The organisational cross department Steering Committee will meet next in August to continue monitoring progress on the actions. Of note the upgrade to the flood warning infrastructure network application Council submitted was successful, which will see a number of BoM gauges updated throughout the region and new low cost water level and rainfall gauges to be installed. Council has also received full region LiDAR survey and undertaken a full region Overland Flow Model with this data.	Ongoing
8	Protect and maintain the natural assets and community amenity through the implementation of Local Laws and environment legislation.	Investigate and take necessary actions on environmental protection complaints.	Environmental Health compliance services are provided.	Inform	All complaints investigated within specified time frames.	Planning and Development	ESM		Complaints investigated within timeframes.	Ongoing
9	Reduce the impacts of invasive plants and animals through Council's Biosecurity Plan – Invasive Plants and Animals.	Implement Council's Biosecurity Plan for invasive plants and animals.	Implementation of the strategic actions in Biosecurity Plan.	Inform	Successful delivery of the Biosecurity Plan strategic actions.	Planning and Development	ESM		Strategic actions implemented.	Ongoing
10	Take a long-term view of waste management issues to ensure the best outcomes for the Somerset Region.	Prepare designs and cost estimates to implement waste transfer stations master plans to improve recycling opportunities, diverting more waste streams from general landfill.	Designs prepared and costed.	Inform	Designs complete	Operations	MES		Kilcoy transfer station upgrade works underway, due for completion by September 2024.	Jun-24

Corporate Plan Theme	NATURAL SOMERSET								
Corporate Plan Theme Description	A place where the natural environment, scenic beauty and rural lifestyle are valued and protected								
Corporate Plan Strategy	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
	Continue to operate the existing waste cell at Esk Landfill with the procedures and site based management plan	Maximise the utilisation of cell space to extend the life of the cell	Inform	Operation in accordance with Environmental Protection Agency (EPA) Licence	Operations	DOPER		New Site Based Management Plan developed and implemented. Audit of all transfer sites against ERA underway.	Ongoing
	Communicate with neighbouring Councils on the progress of waste management issues	Continue to seek opportunities with neighbouring Councils to improve waste management practices	Inform	Participation with key agencies such as SEQ Council of Mayors Waste Working Group.	Operations	DOPER		Continue to explore options with neighbouring Councils. Continue to participate in CoMSEQ Waste Working Group.	Ongoing
	Review and update Council's Waste Reduction and Recycling Plan in accordance with contemporary practices.	Keep abreast of recent developments and investigate options	Consult	Preparation of Waste Reduction and Recycling Plan 2023-2027	Operations	DMO		Report of performance against previous plan presented to Council. Draft of new Waste Reduction and Recycling Plan underway, however, limited resources has again delayed this being finalised. Resources had to be reallocated to higher priority works associated with Waste Operations.	May-24
Make parks and gardens an integral part of future growth management plans.	Develop a vision for regional, neighbourhood and local parks and gardens	Parks provision and infrastructure guidelines	Consult	Guidelines progressed and presented to Council for adoption.	Operations	MES		Final draft received. Report to Council anticipated by September 2024.	Apr-24

Corporate Plan Theme	VIBRANT SOMERSET								
Corporate Plan Theme Description	An integrated and welcoming place with something for everyone								
Corporate Plan Strategy	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
Facilitate well-planned and aesthetically-pleasing town and village gateways that enhance the look, feel and appeal of our individual communities.	Oversight of the Somerset tourism strategy with direct themes to link to this Corporate Plan strategy.	Referring to Tourism Strategy - Progress the preparation of a town centre enhancement and wayfinding strategy.	Inform	Prepare a strategy which identifies streetscaping and place-making initiatives to enhance the entrance to Somerset's towns and villages and support with consistent branded town entry statement signage and clear and simple directional signage at strategic junctures throughout the region.	Office of the Mayor and CEO	CEO		Action is progressing and ongoing with signage review completed and installation of signs commencing.	Jun-24
Implement the Arts, Culture and Heritage Plan 2023 - 2028 with a focus on short term priorities and support of local artists.	Implement adopted Arts, Culture and Heritage Plan including five year action plan.	Progression and reporting of priorities and actions to Council	Inform	Quarterly report on progress of action plan to Council	Corporate and Community Services	ACM		Biannual reports detailing achievements submitted to Council. Officers continue to progress through action priorities.	Completed
	Position libraries to perform the integral role of providing resources and programs to deliver lifelong learning and improve skills in digital, financial and health literacies, and living sustainably.	Develop and deliver programs for skills, technology and learning for the community	Engage	Increase in membership, program attendance and better outreach opportunities	Corporate and Community Services	ACM		During 2023/24, use of Somerset Libraries has increased by 9% on the historical average. Requests for and provision of technical customer support has increased significantly from the 2022/23 financial year with a 67% increase in tech lessons delivered and an 85% increase in assistance with customer walk-in tech enquiries.	Completed
A resilient and connected creative community	Produce high quality, engaging and stimulating programs that connect and strengthen the community, enabling them to engage on multiple levels as practitioner and/or consumer	New audiences developed for local events, festivals, programs and activities.	Involve	Develop community knowledge, skills and experiences and improved usage of cultural facilities venues and spaces.	Corporate and Community Services	ACM		Weekly community and stakeholder gatherings at the Somerset Civic Centre include a community choir, local musicians and dance and acting classes. These will continue and remain a stalwart feature of the venue. Tech Savvy and Create & Grow programs to continue at Somerset Libraries, alongside after school workshops and programming of the Creation Station at The Condensery.	Completed
	Raise the awareness of local, state and federal funding opportunities and support to our local creatives.	Awareness and access to grants, resources and support through the delivery of Federal, State and RADF grants program	Inform	Opportunities promoted in arts newsletter and RADF grant budget 100% allocated	Corporate and Community Services	ACM		Four year RADF funding agreement approved with Arts Queensland. Anticipated outcomes include increased employment opportunities for local creatives, professional development of local artists and increased cultural programming.	Completed June 2024.
A place distinguished by its environment and history	Bring practitioners to the region to support, connect and contextualise local arts practice and foster dialogue and collaboration	More professional development opportunities for local artists and creative practitioners	Involve	Develop community knowledge, skills and experiences and improved usage of cultural facilities venues and spaces.	Corporate and Community Services	ACM		The Condensery held its first series of workshops for artists participating in the Environment Biennial - 2025. Exhibition <i>A Sketchbook Practice</i> received above-average visitation. Somerset artists participated in several development workshops. It is recommended this model of exhibition development continue into the future.	Completed June 2024.
	Celebrate Somerset's history through collaboration across cultural venues, to develop diverse exhibitions and programming	Increased number of heritage related projects within the region	Engage	Increased awareness of Somerset's diverse cultural heritage amongst residents and visitors	Corporate and Community Services	ACM		Recollect app in development with proposed launch date of November 2024. Somerset Civic Centre to host local history forum in October 2024.	Ongoing
A growing sustainable creative sector	Position region and venues for investment from state and federal government and grow private support	Identify potential funding streams and sponsorship opportunities.	Engage	Grants applied for and sponsorship opportunities developed.	Corporate and Community Services	ACM		Preparation of funding application for Toogoolawah Gateway project. Queensland Seniors Social Isolation funding pending.	Ongoing
	Implement a communication and marketing plan that is employed across the arts and cultural portfolio to promote events and activities.	Increase the capacity of regions events, festivals and activities to attract new audiences and better engage with local communities	Inform	Deliver and implement a marketing and communication action list with a view to delivering a body of work reflective of arts and culture strategy.	Corporate and Community Services	ACM		Somerset Civic Centre website in final draft with proposed launch date of August 2024. Implementation of communication and marketing action list across department and media channels.	Completed
	Ensure that the development of Somerset's arts and cultural identity is well understood and supported across the organisation.	Increase staff resourcing within the Arts and Culture Department in order to provide ongoing support to the regions cultural venues and arts community.	Inform	Increase capacity of regions premier cultural venues to include three additional part-time staff positions at The Condensery and Somerset Civic Centre to service visitors and professionally deliver services.	Corporate and Community Services	ACM		Commencement of part-time Learning & Engagement Officer. Position will develop and deliver workshops across The Condensery, Somerset Civic Centre, Somerset Libraries and community events.	Completed
Facilitate community access to the wide range of sport and recreational pursuits available in the Somerset region.	Provide the highest quality recreational sports and aquatic facilities based on the resources available	Plant upgrade works undertaken at Aquatic Facilities to ensure compliance and water quality, and improve efficiency	Inform	Number of complaints about the swimming pools availability and service	Corporate and Community Services	CTM		Salt-electrochlorination system installed at the Toogoolawah Swimming Pool, replacing the previous liquid chlorine system. Additionally, a new filtration pump and strainer were installed, as well as a new liquid chlorine system for the splash pad. The ongoing operation of the system provides certainty of operations, reduces chemical storage risks, reduces operating costs and provides a better user experience. Electric heat pumps installed at the Kilcoy Aquatic Centre to service the learn-to-swim / therapy pool. The conversion of the heat pumps from gas to electric provides certainty of operations, eliminates gas storage risks and reduces operating costs.	Completed (September 2023)
	Provide for the sporting and recreational needs of the local communities through indoor sports centres, outdoor recreation facilities and swimming pools	Undertake an assessment of all Council owned Sports and Recreation Facilities owned by Council for the prioritised development of Council facilities	Consult	Report to Council	Corporate and Community Services	CTM / SRO		Final draft of report completed. To be reviewed by Council in July 2024.	Jun-24
	Provide for the sporting and recreational needs of the local communities through indoor sports centres, outdoor recreation facilities and swimming pools	Undertake feasibility research to extend the Toogoolawah Community Gym and construct additional carparks that compliments the overall precinct including the Swimming Pool, Community Gym, Brisbane Valley Rail Trail and the Condensery	Inform	Report to Council	Corporate and Community Services	SRO		Correspondence was received from the Queensland Government, advising that additional funding would be made available in the 2024-25 Financial Year and that the Minor Infrastructure and Inclusive Facilities Fund Application for the extension of the Toogoolawah Community Gym has been approved.	Completed (June 2024)

Corporate Plan Theme Corporate Plan Theme Description		VIBRANT SOMERSET An integrated and welcoming place with something for everyone								
ID	Corporate Plan Strategy	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
		Provide for the sporting and recreational needs of the local communities through indoor sports centres, outdoor recreation facilities and swimming pools	Undertake an analysis for the long-term development of the Toogoolawah Swimming Pool	Inform	Report to Council	Corporate and Community Services	CTM		Council received and endorsed an Options Analysis for the for the long-term development of the facility. The long-term development includes the Stage One works for a new 25m eight lane pool, with widened lanes and ramp access, and new plant equipment. Stage Two works will include a new program pool and amenities facilities. A reference, 'shovel-ready', design and specification for Stage One of the works has been compiled. Council endorsed the submission of a grant funding application for Stage One works to be submitted to the Queensland Government South East Queensland Community Stimulus Program.	Completed (April 2023)
		Provide for the sporting and recreational needs of the local communities through indoor sports centres, outdoor recreation facilities and swimming pools	Undertake Stage 2 works of the Lowood Swimming Pool Refurbishment project, including carpark refurbishments, new perimeter fencing, solar panel installation, grounds improvement and amenities improvements.	Inform	Works completed with minimal to no disruption to service	Corporate and Community Services	CTM		Carpark upgrade works completed in November 2024. 44 carparks formalised, with an additional 2 PWD and 2 drop off carparks installed. A new entry sign was also installed in November 2023. Due to unforeseen works (sewer and electrical mains relocation and upgrade), perimeter fencing, grounds and amenities improvements will not progress in 2023-24. The Lowood Swimming Pool delivered a record annual attendance for the 2023-2024 swimming season (31,651), following the completion of the majority of the refurbishment works. Safety fencing installed in carpark May 2024. Perimeter fencing, grounds and amenities improvements will be progressed in the 2024-2025 FY.	Jun-24
18	Make efficient use of existing infrastructure by encouraging connections to services with ample capacity and carry out any works as are necessary to provide the required services to the community.	Review Somerset's Local Government Infrastructure Plan (LGIP) incorporating outcomes of infrastructure service standard reviews and strategic network planning.	LGIP review in accordance with statutory guidelines.	Inform	Commence review of LGIP review in accordance with statutory guidelines.	Planning and Development	DPAD		Procurement of services to undertake update of the planning assumptions and priority infrastructure area commenced as per recommendations of completed review.	Completed
19	Increase the range of recreational opportunities by encouraging the construction and operation of regional facilities for regional visitors.	Implement externally funded infrastructure projects based on successful funding applications	Implement externally funded infrastructure projects	Involve	Percentage of externally funded infrastructure projects completed	Corporate and Community Services	DCORP		Council officers submitted funding proposals for the Queensland Government South East Queensland Community Stimulus Program, and Local Government Grants and Subsidies Program. Council also resolved to submit two applications for the Australian Government Thriving Suburbs programs and officers are preparing a proposal for the Australian Government Urban Precincts and Partnerships Program.	Jun-24
		Provide multiple recreational opportunities on Mount Glen Rock for locals and visitors sustainably	Develop a Master Plan for the long term development of Mount Glen Rock	Consult	Master Plan for the development of Mount Glen Rock adopted by Council	Corporate and Community Services	CTM		Nil for reporting period. Steering Committee meeting scheduled for July 2024. Trails Officer commenced with Council in April 2024 and new Community and Tourism Manager scheduled to commence in July 2024.	Jun-24
		Enhance the recreation capacity of the Kilcoy Indoor Sports Centre to allow for increased capacity, increased gymnastics floorspace and other sporting opportunities	Prepare and submit a Development Application for the staged redevelopment of the Kilcoy Indoor Sports Centre	Engage	Development Application submitted and approved	Corporate and Community Services	SRO		A Development Application was lodged in April 2024 for Council's planning team to assess. A subsequent Information Request was received in May 2024.	Jun-24
		Create plan for the long-term development of the Fernvale Sports Park to cater for growing demand and new usage	Develop a master plan for the re-development of the Fernvale Sports Park	Engage	Master Plan for the Fernvale Sports Park adopted by Council	Corporate and Community Services	CTM		Fernvale Sports Park Master Plan adopted by Council in December 2023.	Completed (December 2023)
		Investigate and implement strategies to install sustainable irrigation systems at outdoor recreation facilities	Prepare a business case for the installation of sustainable irrigation system/s at Council recreation facilities and accordingly submit grant funding applications	Consult	Grant funding applications submitted to install sustainable irrigation systems at a minimum of one Council recreation facility	Corporate and Community Services	CTM / SRO		Design / specifications and Tender documentation in progress. A grant application for the installation of an irrigation system, with field refurbishments, for the Fernvale Sports Park (Queensland Government - Minor Infrastructure and Inclusive Facilities program) was successful; works to be completed by 30 November 2025.	Completed (November 2023)
		Undertake an assessment of outdoor recreation trails within the Region	Undertake an assessment of the outdoor recreation trails available in the Somerset Region and prioritise Council development of trails to increase community use and visitation	Consult	Report to Council	Corporate and Community Services	TO / CTM		Trails Officer position filled April 2024. Investigations into trail related opportunities have commenced.	Jun-24
20	Promote and maintain a high standard of public health in the community through monitoring of food handling, public health risks and the increased awareness of good hygiene practices.	Undertake annual food business inspection program.	Yearly inspections conducted.	Involve	Inspections completed.	Planning and Development	ESM		Program successfully delivered.	Jun-24
		Food business, community groups and the general public are better informed about food safety.	Conduct a community awareness programs to promote food safety and hygiene practices for: • Food businesses • Community Groups • Schools and the general public. Provide free online 'I'm ALERT' food safety training.	Inform	Number of users who complete the online 'I'm ALERT' food safety training.	Planning and Development	ESM		Program successfully delivered. Number of users conducting training reported to Council monthly.	Jun-24
		Progress Mosquito Monitoring Program	Conduct yearly surveys in line with Queensland Health Plans.	Consult	Survey completed. Reports submitted to Queensland Health.	Planning and Development	ESM		Program successfully delivered.	Jun-24
		Investigate and take necessary actions on public health complaints.	Environmental Health compliance services are provided.	Inform	All complaints investigated within specified time frames	Planning and Development	ESM		Complaints investigated within timeframes.	Jun-24
		Progress Greening Lowood Project	Progress Greening Lowood project to increase sustainability of recreation facilities in Lowood.	Engage	Actions as agreed by Greening Lowood Advisory Committee	Corporate and Community Services	CEO		Necessary state government approvals, associated financial pressures and timelines will mean that certain elements of this project will not be able to be delivered at this time. Sections of the pipeline have needed to be redesigned to meet requirements when working in proximity to the western recycled pipeline	Jun-24

Corporate Plan Theme Corporate Plan Theme Description		PROSPEROUS SOMERSET								
		A place that embraces economic opportunities								
ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
21	Implement the Somerset Tourism Strategy 2021-2025 with a focus on short-term priorities for supporting visitor attraction and destination management.	Implement adopted Tourism Strategy including themes and twelve strategies.	Progression and reporting of the twelve strategies contained within the Tourism Strategy.	Involve	Report on progress of strategies reported quarterly to the EDTAC and Council	Marketing and Tourism	CEO		No EDTAC meeting this quarter due to very busy post election period and focus on budget deliberations.	Ongoing
22	Delivery of the Somerset Economic Development Strategy action plan that focus on three key strategies to grow the economy: Marketing and promotion; Planning for the future; and Facilitating change.	Undertake an annual scorecard review of the Economic Development Strategy actions (with a major review being undertaken after 5 years).	Annual scorecard of actions in the Somerset Economic Development Strategy.	Consult	Delivery of annual scorecard in December 2023.	Planning and Development	DPAD		Annual scorecard review of the Economic Development Strategy presented and adopted by Council in December 2023.	Completed
		Engage with local businesses regarding future growth plans.	1. Conduct an annual business visitation program, facilitating business initiatives and promoting regional development and investment opportunities. 2. Conduct annual Somerset business forums (based around agriculture, tourism and business development). 3. Deliver workshops to build local business capacity and capability.	Engage	52 businesses visited per year. 4 forums per year. 6 workshops per year.	Planning and Development	DPAD		160 interactions with small business owners via town walks across the region OR interactions with small business owners, tourism operators and primary producers at workshops attended. 1. Agribusiness Forum 2. Somerset Business Breakfast 3. Somerset Business Planning course	Ongoing
		Conduct business development activities to attract investment.	1. Meet with potential investors and conduits. 2. Attend industry events in targeted sectors. 3. Undertake Council business investment initiatives to encourage business investment opportunities and ensure businesses are provided with an efficient, customer focused experience regarding necessary approvals.	Engage	20 meetings per year with potential investors. Attend 4 industry events. Complete 4 business improvement initiatives.	Planning and Development	DPAD / ESM / SPO		BRO attendance at the Solar and Storage Live conference. BRO attendance at the Queensland Small Business Friendly Conference and Community of Practice Workshops on Wednesday, 29 May and Thursday, 30 May 2024. Initiatives underway include: planning website improvements; ED website improvements; LG toolbox transition to Somerset RC; fact sheets for business opportunities. DPAD attendance at SEQ Economic Development Leaders Forums.	Jun-24
		Facilitate business investment into the region.	1. Provide information to prospective investors. 2. Provide a case manager to prospective investors. 3. Investigate delivery models of a planning concierge planning service. 4. Active participation in the Queensland Small Business Friendly Councils initiative.	Engage	Provide at least 20 information packs per year. Provide a case manager to at least 20 projects per year. Investigate options for the implementation of a planning concierge service. Maintain accreditation with the Queensland Small Business Friendly Councils initiative.	Planning and Development	DPAD		BRO attended SBF Conference and Community of Practice Workshops. BRO attended SBF Members meeting every 2 months. Initial scoping of a planning concierge service completed with ongoing development of preferred model.	Jun-24
23	Continue to operate Council's Visitor Information Centres (VICs) to the highest possible standards.	Maintain the highest standard of Visitor Information Centres based on resources available	Undertake feasibility research to create an engaging and interactive experience at the Kilcoy Visitor Information Centre.	Consult	Report to Council	Corporate and Community Services	TDO		Consultation with external consultants to develop a concept plan to create an engaging and interactive experience for the Kilcoy VIC. Additional updates to concept plan being undertaken and will be completed by August 2024.	Ongoing
24	Collaborate with regional and State tourism bodies on tourism promotion and destination management.	Support coordinated promotional activities	Creation, development and distribution of an Experience Somerset Branding Toolkit for use by Somerset tourism operators	Inform	Progress of the Branding Toolkit development and delivery to operators reported quarterly to the EDTAC and Council	Corporate and Community Services	PO		Branding Guidelines and Operator Toolkit documents finalised. Documents presented to Council on 11 October 2023 and to Tourism Operators at ES networking event on 16 November 2023.	Completed (November 2023)
		Attract and / or encourage the event relocation to the Somerset Region	Proactively encourage existing event operators to relocate established events or the development of new events within the Somerset Region	Engage	Minimum of one new event attracting visitors held in Somerset	Corporate and Community Services	CTM / PO		Inaugural Legends of Beef took place at Toogoolawah Showgrounds on 24 February 2024, delivered by Brisbane Valley Farm Direct, under Council guidance. Planning continues for new Council supported events; a) Wivenhoe Triathlon at Logan's Inlet on 12-13 October 2024, delivered by Atlas Events ; b) Rogue Escape at Logan's Inlet on 19-20 October 2024, delivered by Rogue Adventure.	Completed
		Provide enhanced tourism research and information dissemination with Somerset Tourism Operators	Compile relevant Somerset tourism data (e.g. visitation - type, length etc. -, spend, occupancy rates) and disseminate information in engaging formats to Somerset tourism operators	Inform	Minimum of one graphically designed reports provided to Somerset tourism operators and EDTAC	Corporate and Community Services	TDO		Brisbane Valley Rail Trail Visitor Research Program has concluded and graphic will be shared with operators pending stakeholder approval. Council has engaged a consultant to undertake an accommodation review of the region to understand options available and the future needs.	Ongoing
		Experience Somerset Visitor Guide	Develop a new edition of the Experience Somerset Visitor Guide for 2024-2025. Develop new and engaging content for the visitor guide. Engage with tourism operators to advertise in the guide and promote the region as a tourism destination.	Engage	Launch new edition in 2024. Sale of adverts within the new edition.	Corporate and Community Services	TDO / PO		Completed. The 2024-2025 edition of the Experience Somerset Visitor Guide was launched on 15 May at a Somerset Tourism Networking Event at The Condensery with 60 attendees, including tourism operators, tourism industry, Councillors and staff and VIC volunteers. The updated Experience Somerset website, new destination video and marketing campaign were also launched at the event.	Completed (May 2024)
		Create and promote effective economic and tourism opportunities through the Economic Development and Tourism Committee	Promotion of the Somerset throughout greater SEQ in a co-ordinated and considered way	Involve	Effective Operation of the Economic Development and Tourism Advisory Committee	Marketing and Tourism	CEO and CMM		No EDTAC meeting this quarter due to very busy post election period and focus on budget deliberations.	Ongoing

Corporate Plan Theme Corporate Plan Theme Description		PROSPEROUS SOMERSET								
		A place that embraces economic opportunities								
ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
25	Continue to engage and collaborate with regional, State and national stakeholders on strategies to support the development of a diverse, strong and resilient regional economy.	Utilise opportunities arising from Council business to engage and collaborate with regional, State and national stakeholders	Council take local opportunities up directly with stakeholders as appropriate. Council continues to advocate via key bodies such as the COMSEQ, LGAQ, ALGA and other forums as presented.	Inform	Liaising with in key bodies such as COMSEQ, LGAQ and ALGA about local matters to assist with advocating to government stakeholders. Direct engagement with relevant government stakeholders according to resources and priorities.	Office of the Mayor and CEO	CEO		Council has liaised directly with LGAQ in the last quarter. The main focus has been associated with the election on the SEQ Western District Policy Executive. Correspondence has been exchanged with LGAQ.	Ongoing
26	Continue to develop infrastructure plans, taking into consideration potential urban growth and opportunities for economic development.	Review, improve and amend the Somerset Region Planning Scheme, with a focus on economic development and business facilitation.	Somerset Region Planning Scheme Version 5.	Engage	Commencement of State Interest Review and public consultation stages.	Planning and Development	SPO		Work loads and recruitment challenges in late 2023 has resulted in a delay in the progress of the Somerset Region Planning Scheme amendment. Issues paper was received by Council and formal resolution to amend the planning scheme was made at the Ordinary Council Meeting on 21 December 2023. Drafting underway with submission to the State Government anticipated in late 2024.	Jun-24
		Review of: - Urban footprint around major towns for expansion of residential and non-residential development - Current industrial land availability, demand and supply opportunities.	Updated planning studies to inform and influence both regional plan and planning scheme reviews.	Inform	Commenced review of: - Urban footprint around major towns for expansion of residential and non-residential development - Current industrial land availability, demand and supply opportunities.	Planning and Development	SPO		The scope of review for the ShapingSEQ (SEQ Regional Plan) update precluded a holistic review of the Somerset urban footprint. Notwithstanding, the review of strategic documents that will be utilised to inform the next Somerset Region Planning Scheme are anticipated to commence in 2024.	Jun-24
		Develop centre improvement strategies for each of Somerset's major towns complementary to the unique character of the town.	1. Delivery of a Kilcoy Streetscape Revitalisation Project. 2. Commenced delivery of the Lowood Futures Strategy.	Involve	An adopted Kilcoy Streetscape Revitalisation Project that is developed collaboratively with the community and local business. Engagement with Lowood community on implementation of Lowood Futures Strategy and Stage 1 commencement.	Planning and Development	DPAD / SPO / ESM		Kilcoy Streetscape Revitalisation and Lowood Futures Strategy preliminary actions commenced to tender/obtain quotes for respective designs to inform budget and timing considerations. Further preliminary actions regarding existing parking and property arrangements are progressing. Advisory Committees being established.	Complete (ongoing)
27	Identify the region's catalyst enabling infrastructure needs and priorities and prepare business cases to support project funding applications to State and Federal Government funding bodies.	Identify and make application for external funding/subsidy	External funding /subsidy for capital works are maximised.	Inform	Percentage of capital works funded externally	Finance	DFIN		39.3% of all audited FY2023 capital additions were funded by capital grants.	Oct-23
28	Pro-actively develop Council partnerships with local industry, community and government agency stakeholders to provide a unifying voice for the Somerset region when lobbying State and Federal Governments on key economic or infrastructure issues.	Create and promote effective economic and tourism opportunities through the Economic Development and Tourism Advisory Committee	Promotion of the Somerset throughout greater SEQ in a co-ordinated and considered way	Involve	Effective Operation of the Economic Development and Tourism Advisory Committee	Office of the Mayor and CEO	CEO		No EDTAC meeting this quarter due to very busy post election period and focus on budget deliberations.	Ongoing
29	Implement the Somerset Tourism Strategy 2021-2025 with a focus on short-term priorities for supporting visitor attraction and destination management.	Build Local Tourism Partnerships	Increase operator engagement with Council and the industry as a whole through mentoring and tourism development programs.	Engage	- Increase number of Somerset operators utilising ATDW - Increase operator involvement in the BoQE program - Increased number of operators participating in SEQ Food trails network - Implement Somerset tourism development programs tailored to our region	Corporate and Community Services	TDO		TDO is regularly engaging with Somerset tourism operators and developing relationships, particularly with new operators. Monthly EDM sent to operators and event organisers. Somerset has 33 current businesses listed on ATDW along with another 41 listings for free attractions and destinations.. Best of Queensland Experience Program results were released in late May with 17 Somerset tourism businesses reaching the Best of Queensland Experience Status (doubled from previous year). The new SEQ Food Trails platform was rolled out by QCT in early June, awaiting additional information to include operators. Tourism networking event alongside launch event was held in May 2024, followed by an event each quarter.	Ongoing
		Investigate Visitor Accommodation options for the region	Undertake a comprehensive visitor accommodation study of current accommodation offerings and opportunities available in the region.	Engage	Report to Council outlining current situation, market needs and opportunities for accommodation providers in the region	Corporate and Community Services	TDO		Consultant presented a project overview to Council in June, public survey completed with 606 results. Consultant engaging with accommodation providers. Still to action is a workshop with officers and focus groups.	Jun-24
		Undertake an Annual Review of Tourism Strategy Implementation Priorities	Undertake an annual review of strategy implementation priorities to: renew commitment to on-going priority initiatives; and identify and commit to new opportunities - including those which capitalise on the 2032 Olympic Games - as circumstances and resources warrant	Consult	Report to EDTAC and Council	Corporate and Community Services	CTM		Nil to report for period.	Jun-24
		Implementation of the Experience Somerset Marketing Plan 2023-2025	Undertake implementation of the Experience Somerset Marketing Plan 2023-2025	Inform	- Action 50% of the strategic recommendations - Quarterly updates provided to the EDTAC	Corporate and Community Services	PO		On track: 62% completed. 9% in progress. 28% to be progressed. 2% identified to extend beyond 2025. Highlights include implementation of seasonal leads, traffic and event campaigns, redevelopment of experiencesomerset.com.au including a suite of new itineraries, release of new destination video and launch /operator networking event on 15 May 2024 and more.	Ongoing
		Develop Electronic Direct Mail (EDM) Marketing database	Instigate and grow Experience Somerset EDM database for tourism marketing purposes	Inform	- EDM database of 1200 unique contacts - Produce minimum of 3 EDM campaigns and report to Council on success	Corporate and Community Services	PO		Complete and ongoing. 5,189 contacts in database to date. Win a Somerset Escape competition at Moreton Bay Expo attracted 1,600 entries, equating to 1,323 new contacts. Further leads campaign planned for August 2024.	Ongoing
		Define the Experience Somerset Brand	Define the Experience Somerset brand through further developing key messaging, hero experiences, itineraries, imagery and video content; and by producing a combination of seasonal and evergreen promotional campaigns.	Inform	- Deliver 3 seasonal campaign and 1 evergreen campaign - Development of new travel itineraries featuring defined hero experiences and imagery	Corporate and Community Services	PO		Completed collaboration with Lockyer Valley; Feel The Freedom - Escape to Somerset and Lockyer Valley Campaign."2024 Esk Garden Fair" reached 122,553, made 308,177 impressions and resulted in 6,426 link clicks to the event holder's ticketing website. "Vote for Toogoolawah" reached 13,808, made 20,965 impressions and resulted in 403 link clicks onto QTIC's Vote for Toogoolawah page. "Vote for Kilcoy" reached 27,888, made 35,915 impressions and resulted in 481 link clicks onto QTIC's Vote for Kilcoy page. "Feel the Freedom": A traffic campaign that reached 191,544, made 443,448 impressions and resulted in 4,544 new visits to the campaign landing page on experiencesomerset.com.au	Ongoing

ID	Corporate Plan Theme	PROSPEROUS SOMERSET								
	Corporate Plan Theme Description	A place that embraces economic opportunities								
	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
30	Promote financial assistance grants to community organisations to support them in undertaking community service activities	Promote Community assistance grants to community organisations for projects events and services that benefit the community	Small projects are completed which provide a benefit or service to the local community	Inform	Number of community groups supported	Human Resources and Customer Service	DHRCS		19 applications submitted for Round 2 of the 2023-2024 Community Assistance Grants Program were approved by Council in May 2024, with two out-of-rounds applications approved in May. Nine (9) Somerset Excellence Bursaries were approved in Q4.	Ongoing

Corporate Plan Theme		WELL PLANNED SOMERSET								
Corporate Plan Theme Description		A place where planning and design look to the future								
Corporate Plan Strategies		Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
1	Apply a planned approach to roadworks and drainage to ensure all roads in the Somerset region receive appropriate maintenance in a structured, timely and efficient way.	Develop a five (5) year road reseal program for the sealed road network based on age, condition and demand.	Multi year reseal program.	Inform	Percentage of network resealed per year •Program completed on time.	Operations	MES		5 year reseal program completed.	Completed
		Develop an asset condition inspection program for roads, stormwater and pathway assets based on asset hierarchy.	Asset inspection program.	Inform	Percentage of programmed inspections completed.	Operations	DOPER		Asset inspection program completed.	Completed
		Review unsealed roads maintenance prioritisation methodology and practices.	Updated practices and program of works.	Inform	Compliance with Intervention Levels	Operations	WM		Levels of service, intervention levels and response times documented.	Completed
		Review roadside vegetation management practices.	Updated practices and program of works.	Inform	Compliance with Intervention Levels	Operations	WM		Levels of service, intervention levels and response times documented.	Completed
2	Match closely the pricing and provisions of Council services to the costs of providing those services, particularly the costs of maintaining and constructing infrastructure.	Define service standards for roads, vegetation management and pedestrian facilities within existing budget levels.	Documented service standards.	Consult	Service Standard Presented to Council for adoption	Operations	DOPER		Levels of service, intervention levels and response times documented.	Completed
		Program various phases of the projects and achieve completion on time,	Undertake capital works program for roadworks and drainage projects	Inform	Completion of time and budget within resource and weather limitations.	Operations	WM		Capital works program progressed well, given the ongoing market pressure on resources and materials. All required delivery deadlines were met or extensions approved by funding bodies. Project budgets are being tested as the market is demanding more, when compared to when budget estimates were prepared, resulting in projects being redesigned, scope changed and/or delivered by internal teams.	Jun-24
		Deliver RMPC contract to achieve agreed outcomes as determined by the State, provide feedback to Department of Transport and Main Roads Programs and Plans.	Reports and recommendations are provided to Department Main Roads in accordance with Council's stewardship role	Inform	Successful negotiation and delivery of the RMPC. Feedback to DTMR strategic plans and programs as required.	Operations	WM		Council successfully negotiated ongoing contract for 2024/25 financial year.	Ongoing
		Develop and maintain a four year works program for the Northern South East Queensland Regional Road Transport Group (NSEQ RRTG) and implementation of the program as approved by the NSEQ RRTG	Active participation in the NSEQ RRTG	Collaborate	Delivery of Transport Infrastructure Development Scheme (TIDS) program	Operations	MES		Council staff continue to chair the Technical Committee and lead by example, ensuring all required works, recognition signage and 4 year programs are submitted in a timely fashion. Program was fully expended in line with delivery deadlines.	Jun-24
3	Maintain a regional approach to planning and deliver regionally significant infrastructure in a coordinated manner with other local government authorities and State Government agencies.	Assist community to participate in road and traffic management and community /road safety initiatives	Facilitative process through Traffic and Safety Advisory Committee meetings	Inform	Level of participation of Traffic and Safety Advisory Committee(TSAC) and outcomes implemented	Operations	DOPER		Traffic and Safety Advisory Committee met in May 2024. Next meeting to be held in August 2024.	Ongoing
		Continued participation in the Somerset Lockyer Water Collaborative to progress and influence a water security project for farmers, enabling and sustaining food production.	Progress the detailed business case via the Somerset Lockyer Water collaborative, taking the next steps to influence governments to fund this vital project.	Inform	Participation in Lockyer Somerset Water Collaborative according to resources and priorities	Office of the CEO and the Mayor	CEO		Council continues to be actively involved in the Lockyer Somerset Water Collaborative with funds released from the SEQ City Deal to enact the next phases. The Optimisation Assessment Review project is in full swing with technical working group and process control group (PCG) in action. Council CEO sits on the PCG.	Jun-24
		Inform Council and the community about elements of regional state and national land use and development plans and strategies which are relevant to the Somerset Region	Council and the Community are informed about regional, state and national land use and development plans and strategies which are relevant to the Somerset Region	Inform	Participation in Council of Mayors and LGAQ according to resources and priorities	Office of the CEO and the Mayor	CEO		COMSEC meeting was held in May. With many new Mayors in SEQ Councils, additional time was allowed for induction and strategy discussion. COMSEQ State Government delegations were also held in late May	Jun-24
		Participation in local and regional forums and strategies	Participation in local and regional forums	Collaborate	Council is represented on appropriate groups including: Council of Mayors	Office of the CEO and the Mayor	CEO		COMSEQ meeting was held in May providing opportunity for regional collaboration.	Jun-24
4		Attend local meetings of business community and government organisations	Input provided at meetings as requested	Inform	Attend meetings for key issues and updates; Streamline arrangements by using inter-agency groups and forums	Office of the CEO and the Mayor	CEO		Council has participated in interagency meetings and other community meetings. Council has been present and shown support for the recently launched Somerset Business Chamber.	Jun-24
		Identify the region's catalyst enabling infrastructure priorities and prepare business cases to support project funding applications to State and Federal Government funding bodies.	External funding /subsidy for capital works are maximised.	Inform	Number of business cases per year. Percentage of capital works funded externally.	Office of the CEO and the Mayor	CEO / DFIN / DOPER / DPAD		39.3% of all audited FY2023 capital additions were funded by capital grants.	Oct-23
	Utilise all available funding and revenue raising mechanisms as appropriate to maintain assets and deliver Council services.	Draft budget resolutions that meet legal and other requirements	Sustainable budget to be adopted by Council by 31 July each year	Consult	Sustainable budget to be adopted by Council by 31 July 2023	Finance	DFIN		Nil for reporting period. Sustainable FY2024 budget meeting all legal requirements and State financial sustainability targets was adopted on 21 June 2023	Jul-23
		Draft budget resolutions that meet legal and other requirements for relevant rate or charge	A differential rating system favouring certain classes of land will be maintained	Inform	Sustainable budget to be adopted by Council by 31 July 2023	Finance	DFIN		Nil for reporting period. A differential general rating system incorporating 50 rating categories was adopted with Council's FY2024 budget on 21 June 2023	Jul-23

Corporate Plan Theme Corporate Plan Theme Description		WELL PLANNED SOMERSET								
		A place where planning and design look to the future								
ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
		Draft budget resolutions that meet legal and other requirements for relevant rate or charge	Special charges are included in the draft budget to recover relevant costs from specified land owners.	Inform	Sustainable budget to be adopted by Council by 31 July 2023	Finance	DFIN		Nil for reporting period. A special charging system incorporating 8 special charges was adopted with Council's FY2024 budget on 21 June 2023	Jul-23
35	Develop a rolling ten-year financial plan incorporating forecast rates and charges requirements, debt levels, grants and subsidies, and current and proposed capital and operating costs.	Review and update asset management plans.	Review and update the Footpath asset management plan.	Inform	Adoption by Council	Operations	MES		Draft of Footpath Asset Management Plan has been completed, however, due to resources needing to be reallocated to complete capital works and flood restoration works, the final draft was not completed by the end of the financial year. The plan will be presented to Council for adoption by end December 2024.	Jun-24
		Ten year financial plan prepared by 31 July each year to enable approval of any new loans if required	Ten (10) year financial plan	Inform	Ten year financial plan prepared by 31 July 2023 to enable approval of any new loans if required	Finance	DFIN		Nil for reporting period. Ten year financial plan/forecast was adopted with Council's FY2024 budget on 21 June 2023	Jul-23
36	Provide an active and responsive suite of development management services to ensure that Council's Planning Scheme remains contemporary and relevant to the communities it serves, and development applications are determined in a timely manner.	Continue to participate in the program for electronic development application tracking	Development application tracking system available to users on line	Inform	Software system installed and maintained	Corporate and Community Services	MIS		Development application tracking system continues to be available, with 13,950 views for the quarter.	Jun-24
		Maintain development services and applications are processed in a timely manner.	Development applications processed within statutory timeframes.	Inform	Application processing reported to Council on a monthly basis. Positive community feedback.	Planning and Development	SPO		Applications continue to be assessed in a timely manner.	Ongoing
		Proactive development assessment compliance programs for poultry farms and extractive industry.	Inspection programs undertaken in accordance with agreed timeframes.	Engage	Improved regulatory compliance of all approved poultry farms and extractive industries.	Planning and Development	SPO		Completed within anticipated timeframes.	Ongoing
		Investigate and take action on complaints related to planning, building and plumbing matters.	Planning, building and plumbing services are provided.	Inform	All complaints investigated within specified timeframes.	Planning and Development	SPO / SBC		Complaints continue to be managed within appropriate timeframes in accordance with Council policy and within resource limitations.	Ongoing
		Maintain building and plumbing services and application processing in a timely manner.	Building and plumbing applications processed within statutory timeframes.	Inform	Application processing reported to Council on a monthly basis.	Planning and Development	SBC		Applications continue to be assessed in a timely manner.	Ongoing
37	Provide all towns with open space areas and access to recreational facilities that are safe and meet the needs of residents and visitors to the region.	Identify gaps between Parks DSS and existing park infrastructure	Inform long term capital works program.	Inform	Audit of all parks and recreational open space against DSS.	Operations	MES		Audit completed and gaps identified for future capital works.	Jun-24
38	Develop flood mitigation plans to enable improved forecasting, immunity and development control.	Develop long term capital works program based on recommendations of various flood and overland flow studies.	Integrated catchment plan released to public.	Inform	Adoption by Council	Operations	DMO		Incorporated into the 5 year capital works program. Funding as part of the Flood Warning Infrastructure Network project has been successful and Council will be upgrading Flood Camera infrastructure as well as the installation of a number of low costs water level/rain gauges in the region. The locations of these were derived from Council's Local Floodplain Management Plans.	May-24
39	Provide an efficient and effective response to disasters and major emergencies in the region, incorporating resilience, where possible, to mitigate ongoing effects.	Conduct disaster exercises to review and improve LDMG functions and communication with MESG	Act as control authority for threat of flood, cyclone, storm and earthquake as per Disaster Management Plan.	Involve	A minimum of 1 mock exercise performed.	Operations	DMO		Exercise carried out in the lead up to summer. Scheduled for 1st quarter of 2024/2025.	Ongoing
		Provide support to control authority for disaster events.	Matters discussed at Local Disaster Management Group (LDMG) meetings	Involve	Quarterly LDMG meetings are held	Operations	DMO		LDMG meeting held in May, welcoming new Chair and arranging training for new members of the LDMG. Next meeting to be held in August.	Ongoing
		Ensure Incident Management Team numbers are maintained and suitably trained	Numbers of staff are reviewed and training provided as per the Qld Disaster Management Training Framework (QDMTF)	Inform	Numbers above 20 are maintained at all times, and no training gaps as per the QDMTF	Operations	DMO		Staff development continues.	Ongoing
		Mapping all local resources available to be used in disaster response as well as vulnerable communities and local blackspots in greater detail than the current national map.	An online resource on the Council's Disaster dashboard with this data collated	Informal round table discussion	Improved efficiency with response and recover resulting in stronger resilience	Corporate and Community Services	CDC		Legacy project from Bushfire Recovery Officer's Role. Currently no resources to action this initiative.	Ongoing

Corporate Plan Theme		UNITED SOMERSET								
Corporate Plan Theme Description		An active place which values participation								
ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Comments Regarding Progress Q4	Due for Completion
40	Deliver efficient and effective customer services to all communities of the Somerset Region.	Records system is maintained in accordance with legislative requirements and Council's Records Strategic Plan	Capture and maintain appropriate Corporate memory	Inform	Records are maintained reliably and securely.	Corporate and Community Services	RTL		Continuing to provide records oversight and engage with internal stakeholders to improve recordkeeping accuracy and consistency.	Ongoing
		Maintain a reporting system to ensure Council maintains responses to community requests within applicable timeframes	Increase in percentage of response to correspondence within set timeframes	Inform	Management reports on correspondence activity are produced fortnightly	Corporate and Community Services	RTL		Correspondent reports continue to be provided to management to inform response times.	Ongoing
		Continue to provide online eServices including property information and mapping	eServices property information and mapping available to users on line	Inform	eServices available and maintained	Corporate and Community Services	MIS		eServices maintained 99% uptime with 52,156 visits for the quarter.	Ongoing
		Promote customer service throughout the organisation based on council's commitment for continuous and sustainable improvement	Promote a customer focused team where positive interactions are recognised and valued while treating complaints fairly in an accountable manner to improve service delivery.	Consult	Monthly Customer Service report.	Human Resources and Customer Service	CSC		Monthly Reports provided to Council highlighting customer service activities for the fourth quarter of 2023/2024.	Ongoing
		Promote the Queensland Government Agency services available at the Lowood Customer Service Centre	Provision of services provided at Lowood QGAP agency.	Inform	Continuation of funding to maintain QGAP services to the Somerset community.	Human Resources and Customer Service	CSC		Development and approval of reviewed advertising campaign and associated collateral for the Lowood QGAP service that is cost neutral.	Jun-24
		Ensure efficiencies within customer service processes and systems.	Review systems and processes to ensure we are best meeting the needs of our customers	Inform	Continuous review of processes and systems	Human Resources and Customer Service	CSC		Customer service team focused on the review and improvement of various systems and processes with particular focus on digitising where practicable, with a view to implement a customer focused online of CSR system in 2024/2025.	Ongoing
41	Provide appropriate opportunities for community involvement, participation and input to Council planning and decision-making.	Develop youth consultation framework for projects, programs and new initiatives	Utilise the consultation and collaboration program with Somerset secondary schools to increase opportunities for engagement to help inform Councils understanding of youth needs.	Engage	Increased positive youth interactions with Council	Corporate and Community Services	YCDO		Collaboration with stakeholders complete, and will help inform draft Youth Engagement Strategy to be presented to Council August 2024	Jun-24
		Alongside specific consultation for projects etc (have your say) utilise existing advisory committees to engage with key community representation.	Council Advisory Committees to be utilised as an opportunity to engage and seek feedback from key stakeholders as Council business as appropriate to the committee	Engage	Opportunities to be provided in Council Advisory Committees to seek feedback from members	Office of the Mayor and CEO	CEO		With the exception of EDTAC, most other advisory committees have met in the last quarter. Some advisory committees did not reach quorum, hence Council has decided to rationalise some committees.	Ongoing
		Continue to provide online community engagement via Have Your Say	Community engagement available online via Have Your Say	Inform	Have Your Say available and maintained	Corporate and Community Services	MIS		Have Your Say continues to be available with 191 visits for the quarter. The Kilcoy Streetscape Revitalisation Project had the most engagement.	Ongoing
42	Raise awareness within the community of the range of Council services available, encouraging positive interactions for community members when accessing services.	Implement the Youth Engagement strategy including the development of a program of activities and a focus on advocacy and support	Youth have increased opportunities and capacity to participate in the development and delivery of programs, activities and projects and have increased awareness of those currently available	Involve	Increased positive community engagement in programs, activities and projects	Corporate and Community Services	YCDO		Draft youth engagement strategy received by Council and is currently under review, the strategy will provide Council with direction on how to engage with Youth over the next 5 years including programs, activities and advocacy. Expectation that draft Strategy will be presented to Council for adoption in Q1 2024/2025 FY.	Jun-24
		Develop priorities for action from themes identified in the Somerset Social Plan	Priority actions are identified through consultation with Interagency partners	Consult	Short list of priority actions for this operational plan are agreed upon	Corporate and Community Services	CDC		Current focus of interagency has been on housing needs and financial support. In consultation with Councillors. Priority items to be considered in 2024-25 Operational Plan.	Jun-24
		Maintain systems and prepare reports that meet the legal and accounting requirements in full	Achieve unqualified audit certificate for annual financial statements	Inform	Obtain unqualified audit certificate by 31 October each year.	Finance	DFIN		Audit certification was obtained on 20 October 2023. The QAO reported zero findings or deficiencies for Council in their FY2023 closing report.	Oct-23
		Demonstrate to external auditors that a risk management framework and risk register is in place prior to audit certification.	A risk management framework and risk register are maintained.	Inform	No audit comment received in relation to non-maintenance of a risk management framework and risk register	Finance	DFIN		The QAO reported zero findings or deficiencies for Council in their FY2023 closing report of 19 October 2023 including any finding in relation to the non-maintenance of a risk management framework and risk register.	Oct-23
		Create a multi-sectorial action group to progress actions identified in the Somerset Social Plan.	Form action group from expressions of interest with agreed terms of reference	Involve	Terms of Reference are robust and lead to a sustainable action group	Corporate and Community Services	CDC		Council resolved to establish the Somerset Social Plan Advisory Committee in June 2024. Expressions of Interest for Committee positions to be advertised in July 2024.	Jun-24
		Somerset Social Plan action group commences working on highest priority projects which match their skills, interests and capabilities	Selected action items are progressed	Collaborate	Improved community wellbeing through the development of specific actions	Corporate and Community Services	CDC		Nil to report for period. Actions to commence early in 2024/2025 financial year	Ongoing
		Enhance and build upon existing recovery services and initiatives according to feedback expressed.	Organise community activities to inform residents of recovery services and resources .	Inform	Somerset residents are better connected to their community and the services which are available to assist them.	Corporate and Community Services	CRRO		A range of programs and initiatives delivered including; the digital literacy programs for the elderly, vulnerable and people whose first language is not english to ensure they have the ability to access online services and resources in times of need; resilience workshops as part of the Kilcoy Multicultural festival held in May; development of the Somerset On the Go App to improve digital communications; and support for the development of the Environmental Biennial exhibition which focusses on the development and achievement of disaster affected communities. The CRRO program concludes 30 June 2024.	Jun-24

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		Enable emergency preparedness in community with a specific focus on those with unique needs such as those living with a disability or with disadvantage.	Somerset residents with diverse needs are more prepared for future disasters.	Engage	More Somerset residents have prepared their own disaster readiness plans and have better understanding of their own risks.	Corporate and Community Services	CRRO		Meeting to finalise outcomes of the Building Inclusive Disaster Resilient Communities Project completed with items prioritised for future follow up to continue to build more resilient and disaster ready communities for the most vulnerable communities, with a focus on those living with a disability. The CRRO program concludes 30 June 2024.	Jun-24	
		Provide resources which are easily accessible to community and which foster an awareness of disaster recovery in the Somerset Region.	Assemble appropriate information and resources for the various groups in the Somerset region and have them readily available with multiple modes of access.	Inform	More residents have improved access to response and recovery information that will assist residents during and after a disaster.	Corporate and Community Services	CRRO		Video featuring Somerset residents who live with a disability, discussing their experiences during disasters, with an emphasis on preparedness, has been finalised and is ready to be uploaded onto the Disaster Dashboard. All Hazards Booklet, which will include all needed information in one place, will continue to be made available to residents as required. More preparedness kits for new residents have been packed and are ready for distribution for more real estate agents. The CRRO program concludes 30 June 2024.	Jun-24	
		Raise awareness of Council services via website	Review and improve information provided via Council website	Inform	Council website updated and structure refined based on analytics	Corporate and Community Services	MIS		Continuing to engage with stakeholders based on analytics.	Ongoing	
		Conduct an ongoing compliance program for dogs and kennels across the region.	Delivery of a proactive compliance program for dog kennels is provided.	Inform	Inspection program is delivered in line with specified timeframes. Compliance with conditions of approval.	Planning and Development	ESM		Program successfully delivered.	Ongoing	
		Investigate and take action on animal control complaints and regulatory compliance matters.	Animal monitoring and regulatory services are provided. Review of relevant animal management and keeping subordinate local laws.	Inform	All complaints investigated within specified timeframes. Delivery of the Animal Subordinate Local Law Project.	Planning and Development	ESM		Complaints investigated in a timely manner and in accordance with Council policy. Animal Subordinate Local Law Project successfully delivered.	Ongoing	
		Encourage responsible pet ownership by providing: • accurate and timey responses to all queries concerning animal ownership • relevant information on Council's website, social media and administration facilities.	Effective animal monitoring and control services are provided.	Inform	Number of valid complaints about responses. Number of articles published. Website information is relevant and up to date. Community feedback.	Planning and Development	ESM		Information provided through Council's website, media releases and officer contact.	Ongoing	
		Conduct public consultation meetings of important community issues and invite submissions	Better informed community and Council	Consult	Number of public meetings held and number of advertisements inviting submissions	All Directors	DCORP		Stakeholder consultation for the Somerset Housing Needs Analysis and Visitor Accommodation Review projects commenced in late March 2024. Results to be presented to Council in due course.	Jun-24	
		Produce contemporary development assessment and planning scheme information incorporating relevant legislation and policy.	Accessible and contemporary information on Council's website and other mediums as required.	Inform	Well informed customers. Community feedback. Numbers of counter and telephone enquiries.	Planning and Development	SPO		Development application tracking system continues to be available on Council's website.	Ongoing	
	43	Manage Council's financial resources effectively and efficiently, in order to meet the service level obligations to the community.	Maintain and update Council's fleet in accordance with budgeting limits.	Efficient and effective Fleet Management	Inform	Extent of plant usage. Cost of maintenance per plant item.	Operations	WM		Fleet maintenance and replacement undertaken within acceptable timeframes. Replacement lead times and prices are starting to ease, however, still not back to pre-pandemic levels. This has been managed through procurement occurring earlier and better trade-in prices at auction.	Jun-24
			Investigate the use of technology to enhance Council processes	Technology solutions performing efficiently and effectively.	Inform	Installation completed of computer hardware and software as defined in the budget	Corporate and Community Services	MIS		Upgrades continue in line with budget, with increased focus on flexibility, resilience, and cybersecurity.	Jun-24
		Maintain systems and prepare reports that meet the legal and accounting requirements in full	Achieve unqualified audit certificate for annual financial statements	Inform	Obtain unqualified audit certificate by 31 October each year.	Finance	DFIN		Audit certification was obtained on 20 October 2023. The QAO reported zero findings or deficiencies for Council in their FY2023 closing report.	Oct-23	
		Demonstrate to external auditors that a risk management framework and risk register is in place prior to audit certification.	A risk management framework and risk register are maintained.	Inform	No audit comment received in relation to non-maintenance of a risk management framework and risk register	Finance	DFIN		The QAO reported zero findings or deficiencies for Council in their FY2023 closing report of 19 October 2023 including any finding in relation to the non-maintenance of a risk management framework and risk register.	Oct-23	
44	Commit to education, continuous learning and skills development for Councillors and employees to keep pace with changes and current issues.	Provide considered, professional guidance and training to assist Councillors in in performing their duties	Increased knowledge on relevant issues and legislative changes. Enable effective streamlined decision-making	Inform	Number of workshops, seminars and conferences attended.	Office of the CEO and Mayor	CEO		Council attended the LGAQ Leader Summit and induction training from the Department of Housing, Local Government, Planning and Public Works this quarter	Ongoing	
		Provide Councillors with sufficient resources to perform their role.	Councillors equipped to perform role effectively.	Involve	Councillors satisfaction with resource provisions	Office of the CEO and Mayor	CEO		Councillors have been provided necessary resources to perform their role.	Ongoing	
		Implement and maintain corporate communications with all employees and Councillors.	Communication with employees and Councillors on relevant issues delivered through various means with a view to add improvements through technological advances.	Inform	Number of formal communications issued.	Human Resources and Customer Service	DHRCS		Fortnightly Staff Newsletters developed and issued in line with payroll timelines / issuing of payslips. Newsletters contain key information and communication, with matters of significance also communicated via email, safety alerts etc where required.	Ongoing	

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45		Provide training for all new employees upon commencement to enhance Council's commitment to continuous learning and skills development opportunities.	Provide all new employees with formal induction training covering Council procedures, policies and legislative requirements.	Involve	Monthly on-boarding procedures conducted.	Human Resources and Customer Service	DHRCS		On-boarding processes and procedures observed with online induction modules completed prior to commencement of new personnel. Monthly corporate inductions schedules on an as needs basis dependent on finalisation of recruitment and onboarding processes.	Ongoing
		Promote study assistance policy and encourage staff to embrace continued learning and development opportunities through approved formal studies.	Enhanced staff professional development and career path opportunities within the organisation.	Involve	Number of study assistance applications approved.	Human Resources and Customer Service	DHRCS		Expressions of interest under review for seven employees to undertake diploma level qualification in 2024/2025 (Diploma in Project Management). Potential for qualification to be funded through Australian and Queensland Government funding program i.e. potential of nil impact of study assistance budget allocation. Approved study assistance / cadetship arrangements successfully progressing for two employees undertaking degree level qualifications; one approved study assistance arrangement progressing for an employee undertaking diploma level studies.	Ongoing
	Develop an empowered workforce to maximise workplace productivity and efficiency supported by sound human resource management practices.	Promote the core team values contained within the Corporate Plan to enable a unified productive organisation	Employees embracing the team values	Involve	Active engagement and messaging with staff. Included in onboarding of new staff. Undertake staff survey.	Office of the CEO and Mayor	CEO		CEO attends and presents at all staff inductions. CEO continues to provide monthly reports within staff newsletter and other staff meetings. WHS Committee Meeting held in June 2024 and Joint Consultative Meeting rescheduled to Q1 2024-2025. CEO continued to attend and present at the monthly corporate inductions as scheduled and provided monthly CEO Update reports within the staff newsletter.	Ongoing
		Continued review, improvement and development of standardised Human Resources policies and procedures	Policies and procedures reviewed, developed and presented to Council for adoption.	Involve	Policies and procedures accepted by Council.	Human Resources and Customer Service	DHRCS		Review of all human resource, customer service and work health and safety policies and procedures continuing with a focus on reviewing, improving and consolidating where possible.	Ongoing
		Enhance recruitment practices with an aim to maximise organisational productivity and efficiency.	Continual review and improvement of recruitment, onboarding and retention practices.	Involve	Measured and improved recruitment and retention rates.	Human Resources and Customer Service	DHRCS		Continued focus on the review and improvement of recruitment and onboarding processes and procedures in order to simplify the application and induction process for potential candidates. All recruitment processes effectively managed in Council's records management system.	Ongoing
		Continued advocacy for external government funding for relevant labour market programs	Opportunities sources and applications submitted for traineeship, apprenticeship and other relevant labour market programs.	Inform	Number of successful applications	Human Resources and Customer Service	DHRCS		Council submitted a bid for an allocation of trainee and apprentice placements through the Skilling Queenslanders for Work funding program via LGAQ for the 2024-2025 FY. Recruitment for the 2023-2024 allocation through the Skilling Queenslanders for Work funding program was completed in Q4 with two trainees and one apprentice commencing employment with Council.	Ongoing
		Enhance and enable Council's performance development system.	Coordination of annual performance appraisal process for all employees.	Involve	Performance appraisals conducted annually.	Human Resources and Customer Service	DHRCS		Progression of review to utilise Council's records management system to automate, manage and streamline the performance appraisal process. Procedures to be developed in conjunction with the Records team to support the process. Performance appraisals for various departments continuing with monthly tracking / reporting available to management via Skytrust data records.	Ongoing
		Implementation of strategic initiatives and key projects to support safety performance improvements across the organisation.	Safety Management System that aligns with the requirements of Occupational Health and Safety Management Systems AS/NZS 4801 and ISO 45001, complies to legislation and Local Government Workcare	Involve	Satisfactory results of external WHS audits completed on Councils Safety Management System	Human Resources and Customer Service	WHS		A WHS Management System is implemented that was audited in July 2023 by LGW consultant and passed the benchmark. An action plan was developed for NCRs and OFIs and was progressed as required in Q4 by the WHS team with LGW provided with quarterly updates.	Ongoing
		Continued improvement and development of WHS system through provision of efficient and effective access to all staff	WHS system that improves efficiency, simplicity, involvement and understanding.	Inform	Improved WHS Management system that is more efficient for the end user to find WHS information and forms.	Human Resources and Customer Service	WHS		WHS Management System functioning effectively through all departments with all documentation published to Skytrust. Continued / increased use of Skytrust functionality across all teams.	Ongoing
		Provision of staff access to relevant WHS policies, current reporting and other relevant WHS Documentation	Reviewed WHS Policy and documentation content, with approved and current versions available on the WHS Intranet.	Inform	WHS document review is scheduled, measured to AS/NZS 4801, ISO 45001 and legislation. Latest versions of WHS documents are available on the intranet	Human Resources and Customer Service	WHS		Comprehensive monthly WHS Report is prepared for the Team Somerset Management Committee. Detailed information on incidents and hazards reported, training compliance and other relevant information provided to the WHS Committee. Review of all WHS documentation published to Skytrust commenced with the aim of an audit of same to be commenced in 2024-2025.	Ongoing
		Staff are consulted and have opportunity to express views and contribute on WHS processes and tasks that affect their Health and Safety	Review the established consultation processes to ensure they are embedded, consistent and reasonable to capture a suitable cross-section of staff	Consult	Evidence of consultation available and stored within document management system	Human Resources and Customer Service	WHS		Worker elected Health and Safety Representatives continue to be in place with elections held on expiration of terms of standing HSR's. WHS Committee meet 2 monthly with last meeting for 2023-2024 held in June 2024. Minutes from WHS Committee meetings are published to Skytrust and a hard copy placed on noticeboards. Safety Alerts are published as required with supporting newsletter articles and updates provided in the fortnightly Staff Newsletter. WHS matters / WHS Wins integrated with staff meetings.	Ongoing
		Commit to WHS education, continuous learning and skills development for staff	All staff provided with a determined WHS training and induction to meet WHS compliance requirements	Consult	Proactive planning of WHS specific training needs at every annual performance appraisal.	Human Resources and Customer Service	WHS		Pre-employment online WHS inductions and in person WHS presentation at new starter corporate induction day mandatory for all new employees, with refresher training required at regular intervals for all employees. Monthly WHS Report tracks employee compliance with mandatory training. WHS Contractor Induction continuing mandatory requirement for all contractors on Skytrust. Progress has been made on the leadership development program with aim to commence rollout of program in 2024-2025.	Ongoing
46	Advocate to all levels of government and relevant industry leaders for the provision and enhancement of appropriate services and infrastructure, in the best interests of the communities of the Somerset region.	Research alternative education options for the Region	Research alternative education solutions for disengaged and at risk students, including options for alternative vocational training opportunities that may be supported and advocated for	Consult	- Report to Council - Increased stakeholder awareness of educational options available to Somerset Youth	Corporate and Community Services	CDC / YCDO		Met with interested residents. They are still keen to pursue a local option, and are going to approach the guidance officer of an alternative school in Caboolture, who lives in Kilcoy to explore options.	Ongoing

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		Research social and community housing need for the Region	Undertake an analysis to determine the housing need of older persons, person living with a disability and the need for emergency accommodation.	Consult	Report to Council on the housing needs of target groups within Somerset	Corporate and Community Services	CDC		Draft Housing Needs Assessment Report received and under review	Jun-24	
		Develop partnerships with other community recovery services and improve communication between recovery support networks for the benefit of Somerset residents.	Collaborate with other agencies to provide resources and grant funding for community groups and individuals in the Somerset region to achieve identified goals.	Consult	Somerset Residents and community groups have improved access to opportunities and resources.	Corporate and Community Services	CRRO		Lowood YouthFest was held. 18 services attended in addition the emergency services.	Apr-24	
		Develop an annual advocacy campaign that highlights priorities and region-building infrastructure.	Completed advocacy campaign disseminated to relevant State and Federal Governments stakeholders.	Engage	Media and stakeholder recognition.	Office of the CEO and Mayor	CMM / DPAD		Positive communication and highlights of Council's region-building infrastructure regularly reported and updated on website and other media. Council endorsed the development of a Somerset State Government Election Advocacy Plan and key advocacy themes. Major projects distributed to RDA Ipswich / West Moreton for promotional activities to State and Federal Government.	Ongoing	
		Progress options for Cormorant Bay Café redevelopment, dam access for sporting activities and mid-Brisbane River public use areas, and other relevant matters with Seqwater.	Projects completed.	Engage	Positive interactions with Seqwater and the community.	Office of the CEO and Mayor	CEO / DPAD /CTM		Successful mediation with Seqwater regarding the triathlon at Logan's inlet with scheduled date for October. Ongoing dialogue regarding further recreational and sporting opportunities. Cormorant Bay Café redevelopment will not proceed due to the lack of a viable lessee and that the costs to improve the facility to current standards is prohibitive. Conditions associated with the Triathlon event have been reviewed by Seqwater and more favourable allowing the event to proceed.	Ongoing	
		Advance legacy opportunities for the Somerset region from the 2032 Olympic and Paralympic Games.	Proactive participation and engagement in the CoMSEQ and other legacy forums.	Engage	Opportunities for Somerset clearly articulated and defined.	Office of the CEO and Mayor	CEO / DPAD		Proactive engagement with CoMSEQ working groups. COMSEC meeting was held in May. With many new Mayors in SEQ Councils, additional time was allowed for induction and strategy discussion. COMSEQ State Government delegations were also held in late May which included discussion about 2032 Olympics.	Ongoing	
		Advocate for improved telecommunications, digital and NBN services to Somerset's townships and along major transport networks.	Collaborate with relevant agencies on funding and infrastructure delivery opportunities for the Somerset region.	Engage	Positive interactions with relevant agencies and projects delivered.	Office of the CEO and Mayor	CEO / DPAD / DCORP / MIS		Continuing to engage with telecommunications service providers for improvements.	Ongoing	
		Continued advocacy for private education investment in Fernvale.	Private education investment in Fernvale.	Engage	Positive engagement with education providers and peak bodies.	Office of the CEO and Mayor	CEO / DPAD / DCORP		Tender process ready to be undertaken in early 2024/25 Financial Year.	Jun-24	
		Engage with various government and industry groups and leaders to enhance services and infrastructure representative of community needs	Active involvement is State and Local Government working groups such as the COMSEQ activated projects and LGAQ supported initiatives. Engage with heads of State Departments to enable local matters to be heard.	Inform	Participation in COMSEQ working groups and special projects. Meetings held with department heads about local matters	Office of the CEO and Mayor	CEO		COMSEC meeting was held in May. With many new Mayors in SEQ Councils, additional time was allowed for induction and strategy discussion. COMSEQ State Government delegations were also held in late May. Local matters were raised by Mayor Wendt at these delegations.	Ongoing	
	47	Maintain collaborative partnerships with the Somerset region's business, non-government and community-based organisations to ensure a unified approach to national, state and regional advocacy.	Utilise Council Advisory Committees to work in partnership with the region's business, non-government and community based organisations	Encourage participation of the region's business, non-government and community based organisations in Council Advisory committees	Involve	Matters raised, discussed and action as appropriate, via business and community representatives	Office of the CEO and Mayor	CEO		With the exception of EDTAC, most other advisory committees have met in the last quarter. Some advisory committees did not reach quorum, hence Council has decided to rationalise some committees.	Ongoing
		Work with consultants to develop a social plan and once accepted by Council commence implementing actions and recommendations	Encourage participation by the community so residents have an opportunity to share their thoughts and aspirations on selected issues	Involve	Items raised discussed and incorporated into the social plan where practicable	Corporate and Community Services	CDC		Various smaller projects from the social plan have been undertaken as opportunities have arisen e.g. provide technical support for seniors at Lowood, promote community wellness hubs to attract more service providers, working with Pacific Australia Labour Mobility (PALM) coordinator to help integrate Islander workforce in Kilcoy into the community.	Ongoing	
		Engage with relevant agencies, government departments and services to progress recommendations and actions	Involve	Agencies, government departments and services are made aware of the recommendations and actions	Corporate and Community Services	CDC		Interagency members have been made aware of the social plan and its areas of interest. Continue to be involved with BN PHN regarding social prescribing.	Ongoing		

SOMERSET REGIONAL COUNCIL - Officer's Report

From: Andrew Johnson, Chief Executive Officer
Date: 5 August 2024
Subject: Organisational Closedown – Christmas - New Year 2025
File Ref: Governance - Reporting - Officer Reports
Action Officer: EA

Background/Summary

In previous years, Council has approved the closure of its offices and libraries for the Christmas – New Year period.

Staff have been required to take leave and any emergent issues were dealt with by a skeleton crew. Council has not received any adverse public comment arising from such closure.

It is proposed that the offices and libraries be closed for the 2024 Christmas – New Year period. The statutory holidays fall on Tuesday, 24 December from 6pm, Wednesday, 25 December, Thursday, 26 December 2024 and Wednesday, 1 January 2025. It is proposed that offices remain closed for the working days of 27, 30 and 31 December 2024 and reopen on Thursday, 2 January 2025.

For the outside workforce, an annual closedown is observed with a skeleton crew dealing with any emergency issues. The closedown will commence on Thursday, 19 December, 2024 with staff returning to work on Monday, 13 January, 2025.

Council's meeting schedule currently includes Thursday, 19 December, 2024 as an Ordinary Meeting day.

Attachments

Nil

Recommendation

THAT Council

1. close all Somerset Regional Council offices and libraries remain closed for the 2024 -25 Christmas – New Year period from close of business Tuesday, 24 December 2024 and reopen from Thursday, 2 January 2025.
2. endorse the annual closedown for the outside workforce will commence from close of business on Thursday, 19 December 2024, with staff recommencing on Monday, 13 January, 2025.