



**Minutes of Post-Election Meeting  
and  
Ordinary Council Meeting  
Held Wednesday 13 April 2016**

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*Held in the Simeon Lord Room  
Library / Museum Building  
Redbank Street, Esk*

**Present**

Cr G D Lehmann	(Mayor)
Cr D Hall	(Deputy Mayor)
Cr H Brieschke	(Councillor)
Cr S Choat	(Councillor)
Cr C Gaedtke	(Councillor)
Cr M Ogg	(Councillor)
Cr B Whalley	(Councillor)
Mr R Bain	(Chief Executive Officer)
Mr C Payne	(Manager Corporate and Community Services)
Mr T Jacobs	(Manager Operations)
Mr B Sully	(Manager Planning and Development)
Mr G Smith	(Manager Finance)
Mrs K Jones	(Manager HR and Customer Service)
Mrs S Pitkin	(Minute Secretary)
Ms M Maesele	(Communications Coordinator)



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**Opening of Meeting**

The Mayor, Cr Graeme Lehmann, opened the meeting at 9am.

**Leave of Absence**

Nil

<b>Subject:</b>	<b>Declaration of Office</b>
<b>File:</b>	<b>Councillors - Appointments</b>
<b>Action Officer Ref:</b>	<b>CEO</b>

**Background/Summary**

Section 169 of the *Local Government Act 2009* requires that a person elected as a Councillor must not act in office until the Councillor makes the declaration of office.

As per Section 254 of the Local Government Regulation 2012, the declaration of office prescribed is -

*'I, \_\_\_\_\_ (insert name of councillor), having been elected/appointed as a councillor of the Somerset Regional Council, declare that I will faithfully and impartially fulfil the duties of the office, in accordance with the local government principles under the Local Government Act 2009, to the best of my judgment and ability.'*

The Declaration of Office was taken in the following order:

Graeme Douglas Lehmann	Mayor
Helen Barbara Brieschke	Councillor
Sean Kenneth Choat	Councillor
Cheryl Ann Gaedtke	Councillor
Daniel Norman Hall	Councillor
Michael David Ogg	Councillor
Robert George Whalley	Councillor

<b>Subject:</b>	<b>Appointment of Deputy Mayor</b>
<b>File:</b>	<b>Councillors - Appointments</b>
<b>Action Officer Ref:</b>	<b>CEO</b>

**Background/Summary**

Section 175 of the *Local Government Act 2009* provides that Council must appoint, by resolution, a deputy mayor from its Councillors (other than the Mayor) at the post-election meeting.

**Appointment Process**

The Mayor will invite nominations for the office of Deputy Mayor at the *Post Election*



*Meeting.* A Councillor may nominate himself or herself for the position. If more than one nomination is received, the appointment will be decided by a majority of the votes of the Councillors present.

The Mayor called for nominations.

<b><i>Decision:</i></b>	Moved – Cr Brieschke	Seconded – Cr Ogg
	“THAT Cr Dan Hall be appointed as Deputy Mayor of Somerset Regional Council”.	
		<i>Carried</i>

<b>Subject:</b>	<b>Fixing of Days and Times for Holding Ordinary Meetings of Council</b>
<b>File No:</b>	<b>Council Meetings - Proceedings</b>
<b>Action Officer Ref:</b>	<b>CEO</b>

## Background

The Local Government Regulation 2012, Section 2562, provides that Council must consider at the *Post Election Meeting* the day and time for holding meetings.

### ***Meetings Structure of the Previous Term***

During the previous term (2012 - 2016) Council operated under a meeting structure of two (2) Ordinary Meetings per month.

## Recommendation

THAT Somerset Regional Council meet on the second and fourth Wednesday of every month in the Simeon Lord Room, Esk Library Building, Heap Street, Esk commencing at 9am, and that such meetings be Ordinary Meetings of Council.

<b><i>Decision:</i></b>	Moved – Cr Hall	Seconded - Cr Ogg
	<p>“THAT Somerset Regional Council meet on the second and fourth Wednesday of every month in the Simeon Lord Room, Esk Library Building, Heap Street, Esk commencing at 9am, and that such meetings be Ordinary Meetings of Council.”</p> <p style="text-align: right;"><i>Carried</i></p>	

**Subject:** Appointment of Standing, Special, Advisory or Joint Committees  
**File No:** Council Meetings - Proceedings  
**Action Officer Ref:** CEO

## Background

As per s264 of the Local Government Regulation 2012, Council may also appoint, from its Councillors, the following:

- Standing Committees or Special Committees



- Advisory Committees
- Joint Standing Committee (two or more local governments may appoint from their Councillors).

Council may appoint a chairperson for each Committee, or if Council does not appoint a chairperson for a committee, the committee may appoint one of its members as chairperson (s267 Local Government Regulation 2012).

A quorum of a committee is the number fixed by s268 Local Government Regulation 2012.

### **Traffic Safety Advisory Committee**

In the previous term, Council established a Traffic Safety Advisory Committee and it is recommended that this Advisory Committee continue to function based on the following Terms of Reference.

### **Recommendation**

THAT:

- Council endorse the continuation of the Traffic Safety Advisory Committee in accordance with s264 of the Local Government Regulation 2012.
- the Mayor Graeme Lehmann be appointed as Chairperson of the Traffic Safety Advisory Committee in accordance with s267 of the Local Government Regulation 2010.
- the following Terms of Reference be adopted for the Traffic Safety Advisory Committee -

### **Terms of Reference Traffic Safety Advisory Committee**

#### **Purpose**

- This Committee is established in accordance with s264 of the

The Mayor shall chair the meeting.

#### **Delegated Powers**

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

#### **Frequency of Meetings**

The Committee shall meet on a three (3) monthly basis. The time, date and location of meetings shall be determined by the Committee.



## Agenda

Departmental representatives shall be responsible for the placing of their issues on the agenda ten (10) days prior to the next meeting. Community issues are to be placed on the agenda through Council representatives.

The agenda for each meeting shall be circulated to all representatives at least seven (7) days prior to the day of the 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.

Local Government Regulation 2010.

The focus of the committee is to coordinate a response to road, traffic and public safety issues that involve input, including funding, from a range of stakeholders / agencies.

## Membership

The membership of the committee shall comprise:

- The Mayor and Councillors
- Chief Executive Officer
- The manager / delegate responsible for traffic management
- An officer responsible for the roads function within the Department
- Representatives of the Queensland Police Service
- Representatives of Queensland Transport
- Representatives of Main Roads.

<b>Decision:</b>	Moved - Cr Hall	Seconded – Cr Gaedtke
	“THAT:	
	- Council endorse the continuation of the Traffic Safety Advisory Committee in accordance with s264 of the Local Government Regulation 2012.	



- the Mayor Graeme Lehmann be appointed as Chairperson of the Traffic Safety Advisory Committee in accordance with s267 of the Local Government Regulation 2010.
- the following Terms of Reference be adopted for the Traffic Safety Advisory Committee -

### **Terms of Reference Traffic Safety Advisory Committee**

#### **Purpose**

This Committee is established in accordance with s264 of the Local Government Regulation 2010.

The focus of the committee is to coordinate a response to road, traffic and public safety issues that involve input, including funding, from a range of stakeholders / agencies.

#### **Membership**

The membership of the committee shall comprise:

- The Mayor and Councillors
- Chief Executive Officer
- The manager / delegate responsible for traffic management
- An officer responsible for the roads function within the Department
- Representatives of the Queensland Police Service
- Representatives of Queensland Transport
- Representatives of Main Roads.

The Mayor shall chair the meeting.

#### **Delegated Powers**

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

#### **Frequency of Meetings**

The Committee shall meet on a three monthly basis. The time, date and location of meetings shall be determined by the Committee.



**Agenda**

Departmental representatives shall be responsible for the placing of their issues on the agenda ten (10) days prior to the next meeting. Community issues are to be placed on the agenda through Council representatives.

The agenda for each meeting shall be circulated to all representatives at least seven (7) days prior to the day of the 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."

Carried

**Tourism Advisory Committee**

In the previous term, Council established a Tourism Advisory Committee and it is recommended that this Advisory Committee continue to function based on the following Terms of Reference.

**Recommendation**

THAT:

- Council endorse the continuation of the Tourism Advisory Committee in accordance with s264 of the Local Government Regulation 2012.
- ..... be appointed as Chairperson of the Tourism Advisory Committee in accordance with s267 of the Local Government Regulation 2012.
- Crs ..... be appointed as Council's representatives on the Tourism Advisory Committee.
- The following Terms of Reference be adopted for the Tourism Advisory Committee -

**Terms of Reference**  
**TOURISM ADVISORY COMMITTEE**

**Purpose**

This Committee is established in accordance with s264 of the Local Government Regulation 2012.



The purpose of the Committee is:

- to advise Council in the development, marketing and management of tourism, including events, representing the interests of both the tourism industry and residents;
- to act as the initial point of community engagement for tourism related matters;
- to foster links with State and Federal government departments and agencies, other local governments, tourism and business organisations, environmental stakeholder organisations and the community.

### **Membership**

The membership of the committee shall comprise:

- Four (4) elected representatives of the Council;
- a representative of the Somerset Regional Tourism Association Inc;
- a representative of the Somerset Regional Business Alliance;
- a representative of the Kilcoy Chamber of Commerce;
- a representative of the Department of Tourism, Major Events and Small Business;
- a representative of SEQ Water, or the agency responsible for managing the recreational and related uses of Somerset and Wivenhoe Dams and surrounds;
- a representative of the Regional Tourism Organisation (RTO);
- a representative of the Brisbane Valley Rail Trail Users Group.

A Council representative shall chair the meeting.

### **Delegated Powers**

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

### **Frequency of Meetings**

The Committee shall meet, as a minimum, on a three (3) monthly basis. The time, date and location of meetings shall be determined by the Committee.

### **Agenda**

Representatives shall be responsible for the placing of their issues on the agenda ten (10) days prior to the next meeting.

The agenda for each meeting shall be circulated to all representatives at least seven (7)

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days prior to the day of the 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.

<b>Decision:</b>	Moved - Cr Hall	Seconded – Cr Choat
	<p>“THAT:</p> <ul style="list-style-type: none"> <li>- Council endorse the continuation of the Tourism Advisory Committee in accordance with s264 of the Local Government Regulation 2012;</li> <li>- Cr Lehmann be appointed as Chairperson of the Tourism Advisory Committee in accordance with s267 of the Local Government Regulation 2012;</li> <li>- Crs Brieschke, Gaedtke and Ogg be appointed as Council's representatives on the Tourism Advisory Committee;</li> <li>- The following Terms of Reference be adopted for the Tourism Advisory Committee -</li> </ul>	
	<p style="text-align: center;"><b>Terms of Reference</b> <b>TOURISM ADVISORY COMMITTEE</b></p>	
	<p><b>Purpose</b></p> <p>This Committee is established in accordance with s264 of the Local Government Regulation 2012.</p> <p>The purpose of the Committee is:</p> <ul style="list-style-type: none"> <li>- to advise Council in the development, marketing and management of tourism, including events, representing the interests of both the tourism industry and residents;</li> <li>- to act as the initial point of community engagement for tourism related matters;</li> <li>- to foster links with State and Federal government departments and agencies, other local governments, tourism and business organisations, environmental stakeholder organisations and the community.</li> </ul>	



## **Membership**

The membership of the committee shall comprise:

- Four (4) elected representatives of the Council;
- a representative of the Somerset Regional Tourism Association Inc;
- a representative of the Somerset Regional Business Alliance;
- a representative of the Kilcoy Chamber of Commerce;
- a representative of the Department of Tourism, Major Events and Small Business;
- a representative of SEQ Water, or the agency responsible for managing the recreational and related uses of Somerset and Wivenhoe Dams and surrounds;
- a representative of the Regional Tourism Organisation (RTO);
- a representative of the Brisbane Valley Rail Trail Users Group.

A Council representative shall chair the meeting.

## **Delegated Powers**

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

## **Frequency of Meetings**

The Committee shall meet, as a minimum, on a three (3) monthly basis. The time, date and location of meetings shall be determined by the Committee.

## **Agenda**

Representatives shall be responsible for the placing of their issues on the agenda ten (10) days prior to the next meeting.

The agenda for each meeting shall be circulated to all representatives at least seven (7) days prior to the day of the 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."

*Carried*

### **Somerset Condensery Gallery Advisory Committee**

In the previous term, Council established a Somerset Condensery Gallery Advisory Committee and it is recommended that this Advisory Committee continue to function based on the following Terms of Reference.

### **Recommendation**

THAT:

Council endorse the continuation of the Somerset Condensery Gallery Advisory Committee -

- in accordance with s264 of the Local Government Regulation 2012;
- ..... be appointed as Chairperson of the Somerset Condensery Gallery Advisory Committee in accordance with s267 of the Local Government Regulation 2012;
- Crs ... and ... and ... be appointed as Council's representatives on the Somerset Condensery Gallery Advisory Committee;
- Sue Davy, Linda Howe, Beryce Nelson, Sue White and Caitlin McConnel are appointed as arts community representatives;
- Terry Hamilton and John Stevenson are appointed as business community representatives.
- The following Terms of Reference be adopted for the Somerset Condensery Gallery Advisory Committee -

### **Terms of Reference SOMERSET CONDENSERY GALLERY ADVISORY COMMITTEE**

#### **Purpose**

This Committee is established, as an advisory committee, in accordance with s264 of the Local Government Regulation 2012.



The purpose of the Committee is:

- to provide advice to Council on matters concerning the operation, promotion and development of the Somerset Condensery Gallery.

### **Membership**

The membership of the committee shall comprise:

- Three (3) elected representatives of the Council;
- Five (5) representatives from the Arts community;
- Two (2) representatives from the Business community.

A Council representative shall chair the meeting. Observers may attend by invitation.

### **Delegated Powers**

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

### **Frequency of Meetings**

The Committee shall meet, as a minimum, on a three (3) monthly basis. The time, date and location of meetings shall be determined by the Committee.

### **Agenda**

Representatives shall be responsible for the placing of their issues on the agenda ten (10) days prior to the next meeting.

The agenda for each meeting shall be circulated to all representatives at least seven (7) days prior to the day of the 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.



**Decision:** Moved - Cr Ogg Seconded – Cr Whalley

“THAT:

Council endorse the continuation of the Somerset Condensery Gallery Advisory Committee -

- in accordance with s264 of the Local Government Regulation 2012.
- Cr Brieschke be appointed as Chairperson of the Somerset Condensery Gallery Advisory Committee in accordance with s267 of the Local Government Regulation 2012.
- Cr Gaedtke and Cr Whalley be appointed as Council's representatives on the Somerset Condensery Gallery Advisory Committee
- Sue Davy, Linda Howe, Beryce Nelson, Sue White and Caitlin McConnel as arts community representatives;
- Terry Hamilton and John Stevenson as business community representatives;
- The following Terms of Reference be adopted for the Somerset Condensery Gallery Advisory Committee -

**Terms of Reference  
SOMERSET CONDENSERY GALLERY ADVISORY COMMITTEE**

**Purpose**

This Committee is established, as an advisory committee, in accordance with s264 of the Local Government Regulation 2012.

The purpose of the Committee is:

- to provide advice to Council on matters concerning the operation, promotion and development of the Somerset Condensery Gallery.

**Membership**

The membership of the committee shall comprise:

- Three (3) elected representatives of the Council;
- Five (5) representatives from the Arts community;
- Two (2) representatives from the Business community.

A Council representative shall chair the meeting. Observers may attend by invitation.



### **Delegated Powers**

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

### **Frequency of Meetings**

The Committee shall meet, as a minimum, on a three (3) monthly basis. The time, date and location of meetings shall be determined by the Committee.

### **Agenda**

Representatives shall be responsible for the placing of their issues on the agenda ten (10) days prior to the next meeting.

The agenda for each meeting shall be circulated to all representatives at least seven (7) days prior to the day of the 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."

*Carried*

## **Somerset Council Community Support Advisory Committee**

### **Recommendation**

THAT the Somerset Council Community Support Advisory Committee not be re-established.

### **Decision:**

Moved – Cr Brieschke

Seconded – Cr Gaedtke

"THAT the Somerset Council Community Support Advisory Committee be re-established."

*Carried*



<b>Subject:</b>	<b>Appointment of Council Representatives on Various Functional Committees / Bodies / Organisations</b>
<b>File No:</b>	<b>Councillors - Committee Representatives</b>
<b>Action Officer Ref:</b>	<b>CEO</b>

The role of a Functional Committee is to provide advice and/or recommendations to the Council on specific functional areas. These Committees directly relate to Council functional areas.

Local Government Bodies / Organisations are industry specific groups that provide a spectrum broader than Council's perspective, but which is still relevant to Council's functions.

Community Bodies / Organisations are more broad and not as directly related to Council's functions, although of relevance on a community and local business level.

### ***Audit Committee***

#### **Recommendation**

THAT the Mayor, Deputy Mayor, and the independent audit committee member previously appointed by council (Whitehouse Audit Pty Ltd) be Council's representatives on the Audit Committee as per the Audit Committee Policy.

<b>Decision:</b>	Moved – Cr Whalley	Seconded - Cr Choat
	"THAT Mayor Lehmann, Deputy Mayor Hall and the independent audit committee member previously appointed by council (Whitehouse Audit Pty Ltd) be Council's representatives on the Audit Committee as per the Audit Committee Policy."	
		<u><i>Carried</i></u>

### ***Esk Radioactive Waste Advisory Committee***

#### **Recommendation**

THAT the Mayor and Chief Executive Officer be Council's representatives on the Esk Radioactive Waste Advisory Committee

<b>Decision:</b>	Moved – Cr Hall	Seconded - Cr Choat
	"THAT Mayor Lehmann and Cr Whalley be Council's representatives on the Esk Radioactive Waste Advisory Committee."	
		<u><i>Carried</i></u>



## Recommendation

***Decision:*** Moved – Cr Gaedtke                      Seconded - Cr Brieschke

"THAT Cr Choat and Cr Whalley be Council's representatives on Healthy Waterways."

*Carried*

## Recommendation

<b><i>Decision:</i></b>	Moved - Cr Hall	Seconded - Cr Ogg
	"THAT Mayor Lehmann be appointed as Chairperson of the Local Disaster Management Group.	
	THAT Cr Choat and Cr Ogg be appointed as Council's representatives on the Local Disaster Management Group."	
		<u><i>Carried</i></u>

## Recommendation

***Decision:*** Moved - Cr Hall Seconded - Cr Brieschke

“THAT Cr Brieschke, Cr Choat and Cr Hall be Council’s representatives on the Pest Management Committee.”

*Carried*

The Somerset Region RADF Committee comprises community members, Council officers and Council representative. The Committee administers applications received through the



State Government RADF funding program. The Committee submits recommendations to Council about proposed allocations.

**Recommendation**

THAT Crs ..... be Council's representatives on the Regional Arts Development Fund (RADF) Committee.

**Decision:**

Moved - Cr Hall

Seconded - Cr Choat

"THAT Cr Gaedtke, Cr Ogg and Cr Whalley be Council's representatives on the Regional Arts Development Fund (RADF) Committee."

Carried**Regional Road Group "Road Alliance" Committee****Recommendation**

THAT Crs ..... be Council's representatives on the Regional Road Group "Road Alliance" Committee.

**Decision:**

Moved - Cr Hall

Seconded - Cr Whalley

"THAT Cr Hall and Cr Ogg be Council's representatives on the Regional Road Group "Road Alliance" Committee."

Carried**Rural Fire Brigade Coordination Committee  
Somerset Rural Fire Brigades Local Area Finance Committee  
Stanley River Group Local Area Finance Committee****Recommendation**

THAT two councillors, Cr ..... and Cr ..... be Council's representatives on the Rural Fire Brigade Coordination Committee, the Somerset Rural Fire Brigades Local Area Finance Committee and the Stanley River Group Local Area Finance Committee.

**Decision:**

Moved - Cr Gaedtke

Seconded - Cr Brieschke

"THAT Cr Choat and Cr Hall be Council's representatives on the Rural Fire Brigade Coordination Committee, the Somerset Rural Fire Brigades Local Area Finance Committee and the Stanley River Group Local Area Finance Committee."

Carried



## Recommendation

<b><i>Decision:</i></b>	Moved - Cr Choat	Seconded - Cr Hall
	"THAT no representative be appointed to the Somerset Regional Tourism Association."	
		<u><i>Carried</i></u>

## Recommendation

<b><i>Decision:</i></b>	Moved - Cr Whalley	Seconded - Cr Hall
	<p>“THAT Cr Hall and Cr Whalley be Council's representatives on the Esk Racecourse Advisory Committee.”</p> <p style="text-align: right;"><u><i>Carried</i></u></p>	

## Recommendation

***Decision:*** Moved - Cr Ogg Seconded - Cr Brieschke

“THAT Cr Hall and Cr Ogg be Council’s representatives on the Fernvale Hall and Col Powell Park Overall Management Committee.”

*Carried*

## Recommendation



Somerset  
REGIONAL COUNCIL



<b><i>Decision:</i></b>	Moved - Cr Hall	Seconded - Cr Whalley
	<p>“THAT Cr Gaedtke and Cr Whalley be Council’s representatives on the Kilcoy Showground Reserve Overall Management Advisory Committee.”</p> <p style="text-align: right;"><i><u>Carried</u></i></p>	

***Lowood Recreation Reserve Management Committee***

## Recommendation

THAT Crs ..... be Council's representatives on the Lowood Recreation Reserve Management Committee.

<b><i>Decision:</i></b>	Moved - Cr Whalley	Seconded - Cr Hall
	<p>“THAT Cr Ogg and Cr Whalley be Council’s representatives on the Lowood Recreation Reserve Management Committee.”</p> <p style="text-align: right;"><i>Carried</i></p>	

***Kilcoy Airfield Board of Management Committee***

## Recommendation

THAT Crs ..... be Council's representatives on the Kilcoy Airfield Board of Management Committee.

<b><i>Decision:</i></b>	Moved – Cr Hall	Seconded - Cr Whalley
	“THAT Cr Hall and Cr Ogg be Council's representatives on the Kilcoy Airfield Board of Management Committee.”	
		<i>Carried</i>

## REGIONAL RECOVERY GROUPS

**Somerset Regional Recovery Group**

## Recommendation

THAT Crs ..... be Council's representatives on the Somerset Regional Recovery Group.

<b><i>Decision:</i></b>	Moved - Cr Hall	Seconded - Cr Ogg
	"THAT all Councillors be Council's representatives on the Somerset Regional Recovery Group."	
		<i>Carried</i>



***Human Social Recovery Sub-Group***

## Recommendation

THAT Crs ..... be Council's representatives on the Human Social Recovery Sub-Group.

<b><i>Decision:</i></b>	Moved - Cr Choat	Seconded - Cr Brieschke
	“THAT Cr Gaedtko and Cr Choat be Council’s representatives on the Human Social Recovery Sub-Group.”	
		<u><i>Carried</i></u>

### ***Economic Recovery Sub-Group***

## Recommendation

THAT Crs ..... be Council's representatives on the Economic Recovery Sub-Group.

<b><i>Decision:</i></b>	Moved – Cr Choat	Seconded - Cr Gaedtke
	“THAT Cr Gaedtke and Cr Whalley be Council’s representatives on the Economic Recovery Sub-Group.”	
		<i>Carried</i>

### ***Infrastructure Recovery Sub-Group***

## Recommendation

THAT Crs ..... be Council's representative on the Infrastructure Recovery Sub-Group.

<b><i>Decision:</i></b>	Moved – Cr Choat	Seconded - Cr Hall
	“THAT Cr Brieschke and Cr Hall be Council’s representative on the Infrastructure Recovery Sub-Group.”	
		<i>Carried</i>

### ***Natural Environment Recovery Sub-Group***

## Recommendation

THAT Crs ..... be Council's representatives on the Natural Environment Recovery Sub-Group.

<b><i>Decision:</i></b>	Moved – Cr Choat	Seconded - Cr Brieschke
	<p>“THAT Cr Brieschke and Cr Choat be Council’s representatives on the Natural Environment Recovery Sub-Group.”</p> <p style="text-align: right;"><i>Carried</i></p>	



## COMMUNITY GROUPS - GENERAL

## ***Blacksnake Creek Committee***

## Recommendation

THAT Crs ..... be Council's representatives on the Blacksnake Creek Committee.

**Decision:** Moved – Cr Hall    Seconded - Cr Brieschke

"THAT Mayor Lehmann, Cr Choat and Cr Whalley be Council's representatives on the Blacksnake Creek Committee."

*Carried*

***Brisbane Valley Heritage Trail Group***

## Recommendation

THAT Crs ..... be Council's representatives on the Brisbane Valley Heritage Trail Group.

<b><i>Decision:</i></b>	Moved – Cr Choat	Seconded - Cr Ogg
	<p>“THAT Cr Gaedtke and Cr Hall be Council’s representatives on the Brisbane Valley Heritage Trail Group.”</p> <p style="text-align: right;"><i>Carried</i></p>	

***Brisbane Valley Kilcoy Landcare Group***

## Recommendation

THAT Crs ..... be Council's representatives on the Brisbane Valley Kilcoy Landcare Group.

<b><i>Decision:</i></b>	Moved – Cr Brieschke	Seconded - Cr Whalley
	<p>“THAT Cr Choat and Cr Gaedtke be Council’s representatives on the Brisbane Valley Kilcoy Landcare Group.”</p> <p style="text-align: right;"><i>Carried</i></p>	

**Fernvale Community Association**

## Recommendation

THAT Crs .....be Council's representatives on the Fernvale Community Association.

<b><i>Decision:</i></b>	Moved – Cr Gaedtke	Seconded - Cr Hall
	<p>“THAT Cr Choat and Cr Ogg be Council’s representatives on the Fernvale Community Association.”</p> <p style="text-align: right;"><i>Carried</i></p>	



## Recommendation

***Decision:*** Moved – Cr Gaedtker Seconded - Cr Brieschke

“THAT Cr Choat and Cr Ogg be Council’s representatives on the Lowood Community Action Group.”

*Carried*

## Recommendation

<b><i>Decision:</i></b>	Moved – Cr Choat	Seconded - Cr Hall
	<p>“THAT Cr Brieschke and Cr Gaedtke be Council’s representatives on the Kilcoy Chamber of Commerce and Community Inc.”</p> <p style="text-align: right;"><u><i>Carried</i></u></p>	

## Recommendation

***Decision:*** Moved – Cr Gaedtker Seconded - Cr Brieschke

"THAT Cr Hall be Council's representatives on the Kilcoy Country Care."

*Carried*

## Recommendation

***Decision:*** Moved – Cr Choat Seconded - Cr Hall

“THAT Mayor Lehmann and Cr Gaedtke be Council’s representatives on the UQ Community Advisory Group - Gatton Campus.”

*Carried*



**LOCAL GOVERNMENT BODIES / ORGANISATIONS*****Council of Mayors South East Queensland***

Meetings of the Council of Mayors South East Queensland are held approximately on a 12 week cycle. The forum comprises the Mayor and Chief Executive Officers of the member Councils in South East Queensland.

**Recommendation**

THAT the Mayor Cr Graeme Lehmann be appointed as Council's Director to the Council of Mayors South East Queensland Inc and the Chief Executive Officer be appointed as a delegate to the Council of Mayors South East Queensland.

**Decision:** Moved - Cr Choat Seconded - Cr Ogg

"THAT Mayor Lehmann be appointed as Council's Director and Deputy Mayor Hall as alternate director to the Council of Mayors South East Queensland Inc."

Carried

***Council of Mayors - Economic Development Committee*****Recommendation**

THAT Crs ..... be appointed as Council's representatives on the Council of Mayors Economic Development Committee.

**Decision:** Moved - Cr Hall Seconded - Cr Whalley

"THAT Cr Gaedtke and Cr Whalley be appointed as Council's representatives on the Council of Mayors Economic Development Committee."

Carried

***Council of Mayors - Infrastructure and Planning Committee*****Recommendation**

THAT Cr ..... and ..... be appointed as Council's representatives on the Council of Mayors Infrastructure and Planning Committee.

**Decision:** Moved - Cr Gaedtke Seconded - Cr Choat

"THAT Cr Hall and Cr Ogg be appointed as Council's representatives on the Council of Mayors Infrastructure and Planning Committee."

Carried



**Council of Mayors - Waterways and Environment Committee****Recommendation**

THAT Crs ..... and ..... be appointed as Council's representatives on the Council of Mayors Waterways and Environment Committee.

**Decision:** Moved - Cr Hall Seconded - Cr Gaedtke

"THAT Cr Brieschke be appointed as Council's representatives on the Council of Mayors Waterways and Environment Committee."

Carried

**Subject:** Superannuation for Councillors  
**File:** Councillors - Remuneration  
**Action Officer Ref:** CEO

**Recommendation**

THAT in accordance with Section 226 of the *Local Government Act 2009*, Somerset Regional Council take part in a voluntary superannuation scheme for Councillors and in accordance with Section 226 of the *Local Government Act 2009*, to make a contribution for any Councillor wishing to enter into an arrangement and for Council to make contributions to a scheme of the Councillor's choosing.

**Decision:** Moved – Cr Whalley Seconded - Cr Choat

"THAT in accordance with Section 226 of the *Local Government Act 2009*, Somerset Regional Council take part in a voluntary superannuation scheme for Councillors and in accordance with Section 226 of the *Local Government Act 2009*, to make a contribution for any Councillor wishing to enter into an arrangement and for Council to make contributions to a scheme of the Councillor's choosing."

Carried

**Adjournment of Meeting**

The meeting adjourned at 9.50 am, resuming at 10.35am.



<b>Subject:</b>	<b>Compliance with condition of approval DA14027 - Bottletree Hotel</b>
<b>File Ref:</b>	<b>Officers' Reports</b>
<b>Action Officer:</b>	<b>MPAD</b>

At its Ordinary Meeting on 14 May 2014 Council approved DA14027 which facilitated an upgrade and expansion of the Bottletree Hotel located at 664 Glamorgan Vale Road, Glamorgan Vale. Council's approval included a range of conditions, particularly condition 2.10:

The work required by this condition was to be completed prior to the commencement of the use.

A Show Cause Notice was sent to the owner on 17 December 2015 inviting reasons why an Enforcement Notice under section 590 of SPA, requiring the activity to cease, should not be issued.

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Nil

THAT the owner be advised that Council has granted an extension of six (6) months for the work required by condition 2.10 of DA14027 to be completed, namely 31 August 2016.

*Carried*



<b>Subject:</b>	<b>Planning Scheme Policy – Development Standards</b>
<b>File Ref:</b>	<b>Land Use and Planning – Planning – 2010 Planning Scheme – 2010 Planning Scheme Amendments</b>
<b>Action Officer:</b>	<b>PO-RG</b>

### Background/Summary

As Council may be aware, the new Somerset Region Planning Scheme commenced on 01 March this year and, as required by the legislative reforms enacted by the previous State government, Council is obliged to either have a Local Government Infrastructure Plan (LGIP) to replace the current Priority Infrastructure Plan (PIP) by 01 July 2016 or have applied to the Minister for an extension by 27 May 2016.

At its Ordinary Meeting of 24 February 2016 Council resolved both to seek an extension under section 997(2) of the *Sustainable Planning Act 2009* and to prepare a project plan to accompany the extension request.

Preliminary feedback from the Department of Infrastructure, Local Government and Planning has indicated that references to development standards currently contained in the PIP will not be permitted to remain in the new LGIP, and so Council will need a planning scheme policy (PSP) in order for them to have continued effect once the LGIP is finalised and adopted.

The first step to creating a new planning scheme policy is for Council to decide to make one, in accordance with Step 1 of section 3.3.2 of *Statutory Guideline 04/14 – Making and amending local planning instruments*.

### Attachments

Nil

### Recommendation

THAT Council make a planning scheme policy which gives effect to the development standards currently referenced in the Priority Infrastructure Plan.

**Decision:** Moved - Cr Gaedtke Seconded - Cr Brieschke

"THAT Council make a planning scheme policy which gives effect to the development standards currently referenced in the Priority Infrastructure Plan."

Carried

<b>Subject:</b>	<b>Natural Resource Management Monthly Report February - March 2016</b>
<b>File:</b>	<b>Governance - Reporting - Officer Reports</b>
<b>Action Officer Ref:</b>	<b>NRMO</b>

### Background/Summary

In delivering on the themes identified in Council's current Operational Plan, it is with pleasure that I provide a synopsis of my activities for the months of February/March 2016.



## NATURAL SOMERSET

- Ongoing oversight of Lockyer Creek Restoration Project – Planting associated with the engineered slip/slump repairs along Mahons Road are complete and in a maintenance phase until mid 2016. Replacement plants have been sourced to replace some plants that failed to establish in the recent drier conditions. Replacement planting will take place subject to favourable weather conditions.
- Ongoing arrangements to progress a 2ha Koala food tree planting at Shines Road Reserve (Resolution - Wednesday 9 September 2015) to offset the development of the Fernvale Sports Precinct (currently under construction). Planting will be subject to favourable weather conditions. Preparatory slashing, spray preparation and layout has been completed.
- Koala food trees have been supplied by the Department of Environment and Heritage Protection to replace plants that have failed to establish at the Fielding Road and Shines Road Koala Fodder plantation/s sites. Arrangements have been made for existing contractors to undertake the replacement plantings subject to favourable weather conditions.
- A Land for Wildlife free tree day was held on 31 March at the Esk Administration centre. Over 2000 trees were provided to members of the program to utilise on their property conservation endeavours. The trees utilised in the free tree day were provided in partnership with Save Our Waterways Now (SOWN) nursery, and the Arthur Gorrie Correction Centre (the prison propagates numerous plants as part of their inmate program).
- Preparations are underway for the delivery of a Land for Wildlife Nestbox workshop at Kilcoy Information Centre on 12 April, 2016. Participant landholders will receive a flat-packed nestbox for use on their Land for Wildlife property, as well as an understanding of the logistics, ecological considerations, and maintenance requirements of an installation.
- 3 Motion Activated Wildlife Cameras are now available for members of the Land for Wildlife program to borrow (with a refundable deposit) to undertake Fauna surveys on their properties. This program will be ongoing, with participants being able to use the cameras for periods of 1 month at a time.
- Participated in the regular Land for Wildlife steering committee meeting.
- Continued participation in the “25<sup>th</sup> Anniversary Landcare Grant delivery – Community Engaged Education Workshops about Flying Fox habitat restoration” in association with 4 other Councils, Griffith University and Flying Fox consultancy/s. Seeking to roll out educational elements of this program in 2016 as they become available in support of community Flying Fox awareness in the Somerset Region.
- The following tasks have been undertaken in response the recent influx of Flying Foxes to the Somerset region, and the implementation of longer term management approaches:
  - Ongoing regular monitoring of the Somerset Flying fox Roosts at Lowood, Esk, Atkinsons Dam, Linville and Kilcoy.



- Provision of written, telephone and in-person response to community concerns regarding Flying Foxes.
- Provided support for Somerset media and press release related to Flying Foxes.
- Coordinated Flying Fox expert attendance at the Somerset Roosts to advise regarding Council's ability to undertake works in accordance with the Nature Conservation Act codes of practice.
- Ongoing notification to the Queensland Department of Environment and Heritage Protection to undertake "As of Right" Roost modification works.
- Made representations to the Federal Government regarding works and the federally protected Grey Headed Flying Fox species (relevant to the Esk Roost).
- Appointed contractors for Flying Fox Roost modification works at Esk, Kilcoy and Linville.
- Facilitated Contractor access/permissions to worksites at Kilcoy.
- Provided oversight at Kilcoy and Linville works to ensure compliance with Codes of Practice, and contracted deliverables.
- Engaged Flying Fox consultants to respond to Flying Fox welfare calls/investigations.
- Coordinated and sought advice from associated agencies related to Flying Fox management.
- Provision of signage at Kilcoy and Linville Roosts in response to Public enquiry.
- Undertook an early morning Roost modification at Kilcoy State High School to dissuade the Flying Foxes from the school grounds, and associated follow up monitoring over the following days. This activity has been successful in consolidating the Kilcoy Flying Foxes back to the original Kilcoy creek Roost location.
- Linville Flying Foxes have moved out of the Linville Township to Greenhide Scrub, a few kilometres south of the township. Works are currently being undertaken to remove weed/pest vegetation in the Council managed lands at the Linville town Roost to dissuade future use of this site. A controlled burn (outlined as a management option for this site in the recent Flying Fox Management Report to Council) has not been undertaken due to surrounding landholder management and consent, and is not anticipated as being necessary after the current clearing works are completed.

## **VIBRANT SOMERSET**

- Ongoing investigations into funding opportunities to support a regional trail/recreation at Glenrock, with consideration of natural values and interpretive opportunity. Seeking to align to a Get Playing Places and Spaces grant from the Queensland



Government for submission in mid 2016. Quotations are currently being sourced from providers of recreational elements that may comprise a grant proposal for Council consideration prior to application.

- Facilitated permissions and preliminary preparations for the continued planting along the Brisbane Valley Rail Trail, Lowood, by local landholder Peter Bevan. (per Council resolution *Rail Trail Plantings – Lowood*, 11 November 2015)
- Undertaking preparations for a Connect to your Creek (A Healthy Waterways Program) event on 14 April 2016. The event will involve 16 students from each of the High Schools (48 students in total) in the Somerset Region undertaking a canoe trip from Kilcoy surrounds, to the Stanley River Environmental Education Centre at Hazeldean, with a tree planting and lunch upon arrival.

### **PROSPEROUS SOMERSET**

- Ongoing participation in the “Resilient Rivers Initiative”. Catchment Action Plans for Lockyer and Mid Brisbane Catchments currently in final draft, and will shortly be presented to Council for endorsement.
- Continuing free tree provision arrangement/s with Save Our Waterways Now (SOWN) and Arthur Gorrie Correctional Centre – investigating an ongoing arrangement, or periodic engagement to align with project opportunity. (refer facilitated support for Land for Wildlife network).
- Exploring feasibility of engaging with Toogoolawah and Lowood Men’s Sheds to provide nest boxes to residents of the Somerset Region, promote wildlife awareness, community ownership, and to enhance the profile and membership of the Men’s Shed initiatives in this region.

### **WELL PLANNED SOMERSET**

- Conceptual planning for the development of a “Natural Somerset” plan, to guide Council response to Natural Resource Management issues in the region.
- Facilitated the Department of Natural Resources and Mines to present to the Council Meeting 24 February 2016 regarding the Vegetation Management framework and its application in the Somerset Region.
- Participation in the review and amalgamation of the Kilcoy and Esk Shire/s Parkland Strategies, and consideration of the components of the Brisbane River Outdoor Recreation Master Plan.
- Met with SEQ Water to discuss a possible proposal to support awareness and compliance regarding on-site Sewage Treatment Plants, to align with Draft Catchment Action Plan actions regarding water quality in the Mid Brisbane Catchment. Awaiting a formal proposal to present for Council consideration.
- Participated in the Biodiversity Planning Assessment (BPA) process hosted by Department of Environment and Heritage Protection to guide regional biodiversity planning consideration/s. Sessions focussed upon significant vegetation, and key landscape linkages and features.



- Participant in the consideration of DA application as they pertain to the Natural Resource Management Officer role and expertise.
- Participant in Biosecurity training on 5 and 6 April regarding the local deployment and implications of the new *Biosecurity Act 2014*.

## UNITED SOMERSET

- Ongoing liaison with the Department of Environment and Heritage Protection “Walking in the Landscape” series, to produce an interactive catchment Journal and other products for the Wetland Info website, and broader reference applications. Ongoing work includes finalising the elements of the Upper Brisbane and Stanley Catchments summaries, and awaiting final draft Lockyer and Mid Brisbane Catchment Journals for Council presentation and endorsement.
- Attended training hosted by the Planning Institute of Australia “Navigating the Offsets Maze”, exploring the various offset frameworks, and potential applications and implications of these provisions locally.
- Ongoing coordination with the Queensland Fire and Emergency Service (QFES) representatives to improve/streamline the approval procedures related to third party burn applications on Council managed lands. A draft procedure will be discussed at a meeting with QFES representatives and Rural Fire Wardens on 11 April.
- Processed one burn application for Council managed land at Hazeldean.

### Attachments

Nil

### Recommendation

THAT the Natural Resource Management Monthly Report for February / March 2016 be received and the contents noted.

<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Brieschke
	“THAT the Natural Resource Management Monthly Report for February / March 2016 be received and the contents noted.”	

Carried

<b>Subject:</b>	<b>Planning and Building Services Monthly Report - March 2016</b>
<b>File:</b>	<b>Governance - Reporting - Officer Reports</b>
<b>Action Officer:</b>	<b>MPAD, SP, BS, PI</b>

### Background/Summary

In delivering on the Themes identified in Council’s current Operational Plan, it is with pleasure that we submit a synopsis of the Sections’ activities during the month of March 2016.



## NATURAL SOMERSET

The draft LGIP is progressing down the approval process set by State Government.

## VIBRANT SOMERSET

Council's parkland and recreation strategies are progressively implemented as part of the development assessment and delivery process.

## WELL PLANNED SOMERSET

Council's new planning scheme commenced on the 1<sup>st</sup> March 2016. Some early "teething" problems have been encountered but these were expected. It is proposed that some amendments will be proposed around September 2016.

### Planning Development Applications

During the month (11) Development Applications were received, substantially above the number of applications during the same month in the previous year. Details form part of the attachments.

### Building Development Approvals

A total of thirty-nine (39) building approvals were issued in the region for February 2016. This is down on the January total of forty (40). The percentage of 'Council approved' building applications is 38.4% of all building approvals for the month of February 2016.

### Plumbing Compliance Permits and Inspections

The number of plumbing and drainage approvals for March 2016 was 15; this figure is a 6.25% decrease on the figure of 16 for March 2015.

The number of treatment plants on Councils register is 1652 of which 53 or 3.21% are currently overdue for servicing. Letters have been sent to the owners of these systems to ensure compliance.

## UNITED SOMERSET

Information pamphlets, development application kits and website information for most aspects of development continue to be available and updated on a regular basis.

### Attachments

Spreadsheets and Graphs

### Recommendation

THAT the report be received and the contents noted.

### Decision:

Moved - Cr Hall

Seconded - Cr Ogg

"THAT the report be received and the contents noted."

Carried



<b>Subject:</b>	<b>Development Application No 15701 - Application for a Development Permit for a Material Change of Use for a relative's apartment</b>
<b>File No:</b>	<b>DA15701</b>
<b>Assessment No:</b>	<b>03177-00000-000</b>
<b>Action Officer:</b>	<b>PO-RG</b>

**Subject Land**

Location	161 Green Valley Road, Minden
Real Property Description	Lot 54 on RP156747
Area	8.7 hectares
Current land use	House and associated outbuildings
Easements and Encumbrances	Nil

**Former Esk Shire's Planning Scheme 2005 (as amended)**

Zone	Rural
Precinct	Rural Pursuits

**SEQ Regional Plan 2009-2031**

Category	Regional Landscape and Rural Production Area
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**Application**

Level of Assessment	CODE
Applicant/s	Steffan Town Planning
Applicants contact details	Attn: Alexander Steffan PO Box 153 Red Hill QLD 4059
Date application received	13 January 2016
Date properly made	13 January 2016

**Referral Agencies**

Concurrence Agency	Department of Infrastructure, Local Government and Planning
Advice Agencies	Nil
Third Party Advice Agencies	Nil

**Attachments**

1. Site plan: Drawing Job No. J292 Page 7 of 8 drawn by Hoek Modular Homes and dated 08.01.16
2. Floor Plan drawn by Hoek Modular Homes and dated 08.10.15
3. Elevations drawn by Hoek Modular Homes and dated 08.01.15
4. Department of Infrastructure, Local Government and Planning response dated 09.03.16 and referenced SDA-0116-027594

**RECOMMENDED DECISION**

Approve the Development Application subject to the requirements and conditions contained in the Schedules and Attachments.

**1.0 APPLICATION**

Pursuant to Chapter 6 Section 260(1) and (3) of the *Sustainable Planning Act 2009 (SPA)*, the applicant has made a properly made development application and is seeking approval for a Development Permit for a Material Change of Use for a relative's apartment.



The following level of assessment applies to the development under the former Esk Shire Planning Scheme 2005 (as amended) as the site is located within the Rural Zone – Rural Pursuits Precinct:

- Code Assessable for a relative's apartment.

The application will be assessed against the relevant matters set out in section 314 of *SPA*.

An application is required because a relative's apartment is code assessable development in the Rural Zone.

## **2.0 PROPOSAL**

The applicant on behalf of the owner is seeking approval for a relative's apartment. The apartment will have a total area of 71.69m<sup>2</sup>, of which 60.4m<sup>2</sup> will be living area and 11.65m<sup>2</sup> will be a deck. The proposed building will be located 20m from the primary residence and will consist of two bedrooms, kitchen, living area and bathroom.

## **3.0 SITE DETAILS**

The site is irregular in shape and is characterised by varied topography. It has been historically cleared but several large stands of native vegetation have been retained on the property. Its boundaries are defined by adjoining properties to the east and west, by an adjoining property and part of Green Valley Road to the north and by the Warrego Highway to the south. The site is currently occupied by an existing house and gains vehicular access via Green Valley Road. It is not known to be prone to slip, subsidence, erosion or inundation.

## **4.0 SURROUNDING LAND USES**

The site is surrounded by similar sized rural properties typically occupied by houses and associated outbuildings.

## **5.0 ASSESSMENT STATE LEGISLATION**

This application is made under the provisions of the *Sustainable Planning Act 2009*. As such it is subject to the requirements of the Regulatory Provisions of the South East Queensland Regional Plan 2009-2031 (SEQRP), relevant Acts and State Planning Policies. The site is located within the Urban Footprint under the SEQRP. The proposed use does not require assessment against the SEQRP Regulatory Provisions and the application did not require referral to the Department of Infrastructure, Local Government and Planning (DILGP).

### **5.1 VEGETATION MANAGEMENT ACT 1999**

The site does not contain mapped remnant vegetation.

### **5.2 ENVIRONMENTAL PROTECTION ACT 1994**

The site is not listed on the Contaminated Land Register or the Environmental Management Register.

### **5.3 STATE PLANNING POLICY JULY 2014**

The proposed development complies with all relevant provisions of the SPP JULY 2014.

## **6.0 LOCAL GOVERNMENT LEGISLATION**

The former Esk Shire's Planning Scheme 2005 (as amended) identifies relevant codes and overlays against which the development is to be assessed with proposed solutions measured against the specific outcomes proposed by the Code. In instances where



alternative solutions are provided in lieu of the probable solutions they are discussed below.

Applicable Code	Specific Outcome Compliance	Is Alternative Solution Provided?
Rural Zone Code	Yes	No
House Code	Yes	PS1.1 and PS1.2

The development as proposed complies with the provisions of the relevant codes identified in the former Esk Shire Planning Scheme 2005 (as amended), except for PS1.1 and PS1.2 of the House Code.

### House Code

Element (i): Amenity and Character	
Specific Outcomes	Acceptable Solutions
SO1 Relative's apartments are designed to maintain local character and amenity	PS1.1 Any relative's apartment is no larger than 60m <sup>2</sup> in floor area (excluding verandas)  PS1.2 Any relative's apartment is separated from the house by no more than 20m and connected to the house by a solid roof connection such as a pergola or covered walkway
<b>Applicant's Alternative Solution to PS1.1</b>	
The proposed relative's apartment will have living area gross floor area of 60.4m <sup>2</sup> .	
<b>Planning Comment</b>	
The proposed additional 0.4m <sup>2</sup> is not considered to be perceptible from either of the street frontages. As such, the proposed development is considered to achieve SO1.	
<b>Applicant's Alternative Solution to PS1.2</b>	
The proposed relative's apartment will be 20m from the primary residence, but will not be connected by a solid roof.	
<b>Planning Comment</b>	
Given the size of the property, its topography and the proposed location of the relative's apartment it is considered the proposed alternative solution achieves SO1.	

## 7.0 OTHER PLANNING CONSIDERATIONS

### Trunk Infrastructure and Services

The following items of trunk infrastructure and services applicable to the proposed development are individually addressed below.

#### Water Supply

The proposed relative's apartment will be required to have water tanks with a minimum capacity of 45,000L.

#### Sewerage

The proposed relative's apartment will be connected to an on-site effluent disposal system which complies with AS1547.



## Services

All infrastructure and services, including the provision of electricity and telecommunications, are available to the site.

## Environment

The proposed development will not result in environmental degradation.

## 8.0 REFERRAL AGENCY

### Department of Infrastructure, Local Government and Planning (DILGP)

#### *Concurrence Status*

The DILGP, acting as the State Assessment and Referral Agency, has assessed the impact of the proposed development on the State-controlled road network and has directed that a condition be included as part of any approval, as detailed in their referral response. Please refer to **Attachment 4** and **Schedule 4** of the recommended conditions.

## RECOMMENDED DECISION

THAT Council approve the Development Application for a Development Permit for a Material Change of Use for a relative's apartment on land described as Lot 54 on RP156747 and situated at 161 Green Valley Road, Minden subject to the requirements and conditions contained in the Schedules and Attachments.

<b>SCHEDULE 1 – GENERAL CONDITIONS</b>		
<b>No</b>	<b>Condition</b>	<b>Timing</b>
1.1	Carry out the development in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval. <ul style="list-style-type: none"> <li>Drawing Job No. J292 Page 7 of 8 drawn by Hoek Modular Homes and dated 08.01.16</li> <li>Floor Plan drawn by Hoek Modular Homes and dated 08.10.15</li> <li>Elevations drawn by Hoek Modular Homes and dated 08.01.15</li> </ul>	At all times.
1.2	Comply with relevant provisions of the former Esk Shire's Planning Scheme 2005 (as amended), Planning Scheme Policies and Local Laws.	At all times.
1.3	A legible copy of this development approval package is to be available on the premises at all times during construction.	During Building Works and Plumbing /Drainage Stages.
1.4	Provide water tanks with a minimum storage capacity of 45,000L capable of capturing roof run-off and connected to service all domestic water consumption needs of the relative's apartment.	Prior to commencement of the use.
<b>SCHEDULE 2 – Engineering</b>		
<i>Assessment Manager</i>		
2.1	Ensure stormwater drainage is directed to a lawful point of discharge.	Prior to commencement of use.



2.2	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	Prior to commencement of use.
2.3	Meet the cost of all works carried out to infrastructure, services and public utilities, including any alterations resulting from compliance with these conditions whether carried out by Council, or otherwise.	Prior to commencement of use.
<b>SCHEDULE 3 – Environmental</b> <i>Assessment Manager</i>		
3.1	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times.
3.2	All construction/demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	Prior to commencement of use.
<b>SCHEDULE 4</b> <b>DEPARTMENT OF INFRASTRUCTURE, LOCAL GOVERNMENT AND PLANNING (DILGP)</b> <b>Concurrence Agency Response</b>		
4.1	Pursuant to section 285 of the <i>Sustainable Planning Act 2009</i> the Department of Infrastructure, Local Government and Planning, acting as that State Assessment and Referral Agency, has assessed the impact of the proposed development on the State-controlled road network and has directed that a condition be included as part of any approval.	
4.2	Concurrence Agency response dated 9 March 2016 and referenced SDA-0116-027594	
4.3	Concurrence Agency response will be attached to Council's Decision Notice for DA15701.	
<b>Advice</b>		
This approval has effect in accordance with the provisions of <i>Division 5 Section 339</i> of the <i>Sustainable Planning Act 2009</i> . [A copy of Section 339 will be enclosed with the Decision Notice].		
<b>Relevant Period</b> - Pursuant to <i>Section 341</i> of the 'Act' the approval will lapse if the first change of the use under the approval does not start within the 'relevant period' – being four (4) years starting the day the approval takes effect.		
The <i>Sustainable Planning Act 2009 (SPA)</i> states that any change to the use or the scale or intensity of the approved use requires the submission of a new development application and subsequent development approval.		
Separate development approval is required for any building work and plumbing/drainage		



work necessitated by the conditions contained in this approval.

Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.

Pursuant to Division 8 Section 461 of the *Sustainable Planning Act 2009*, the Applicant has the Right of Appeal to the *Planning and Environment Court* regarding any condition of this approval; another matter stated in the development approval and the identification or inclusion of a code under section 242 of the 'Act'. [A copy of the Right of Appeal will be enclosed with the Decision Notice].

Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards.

**Attachments for the Decision Notice include:**

1. Site plan: Drawing Job No. J292 Page 7 of 8 drawn by Hoek Modular Homes and dated 08.01.16
2. Floor Plan drawn by Hoek Modular Homes and dated 08.10.15
3. Elevations drawn by Hoek Modular Homes and dated 08.01.15
4. Department of Infrastructure, Local Government and Planning response dated 09.03.16 and referenced SDA-0116-027594

**Decision:**

Moved – Cr Whalley

Seconded - Cr Ogg

"THAT Council approve the Development Application for a Development Permit for a Material Change of Use for a relative's apartment on land described as Lot 54 on RP156747 and situated at 161 Green Valley Road, Minden subject to the requirements and conditions contained in the Schedules and Attachments.

**SCHEDULE 1 – GENERAL CONDITIONS**

No	Condition	Timing
1.1	Carry out the development in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval. <ul style="list-style-type: none"> <li>• Drawing Job No. J292 Page 7 of 8 drawn by Hoek Modular Homes and dated 08.01.16</li> <li>• Floor Plan drawn by Hoek Modular Homes and dated 08.10.15</li> <li>• Elevations drawn by Hoek Modular Homes and dated 08.01.15</li> </ul>	At all times.
1.2	Comply with relevant provisions of the former Esk Shire's Planning Scheme 2005 (as amended), Planning Scheme Policies and Local Laws.	At all times.
1.3	A legible copy of this development approval package is to be available on the premises at all times during construction.	During Building Works and Plumbing /Drainage Stages.



1.4	Provide water tanks with a minimum storage capacity of 45,000L capable of capturing roof run-off and connected to service all domestic water consumption needs of the relative's apartment.	Prior to commencement of the use.
<b>SCHEDULE 2 – Engineering</b> <i>Assessment Manager</i>		
2.1	Ensure stormwater drainage is directed to a lawful point of discharge.	Prior to commencement of use.
2.2	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	Prior to commencement of use.
2.3	Meet the cost of all works carried out to infrastructure, services and public utilities, including any alterations resulting from compliance with these conditions whether carried out by Council, or otherwise.	Prior to commencement of use.
<b>SCHEDULE 3 – Environmental</b> <i>Assessment Manager</i>		
3.1	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times.
3.2	All construction/demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	Prior to commencement of use.
<b>SCHEDULE 4</b> <b>DEPARTMENT OF INFRASTRUCTURE, LOCAL GOVERNMENT AND PLANNING (DILGP)</b> <b>Concurrence Agency Response</b>		
4.1	Pursuant to section 285 of the <i>Sustainable Planning Act 2009</i> the Department of Infrastructure, Local Government and Planning, acting as that State Assessment and Referral Agency, has assessed the impact of the proposed development on the State-controlled road network and has directed that a condition be included as part of any approval.	
4.2	Concurrence Agency response dated 9 March 2016 and referenced SDA-0116-027594	
4.3	Concurrence Agency response will be attached to Council's Decision Notice for DA15701.	
<b>Advice</b>		
This approval has effect in accordance with the provisions of <i>Division 5 Section 339</i> of the <i>Sustainable Planning Act 2009</i> . [A copy of Section 339 will be enclosed with the Decision		



Notice].
<b>Relevant Period</b> - Pursuant to <i>Section 341</i> of the 'Act' the approval will lapse if the first change of the use under the approval does not start within the 'relevant period' – being four (4) years starting the day the approval takes effect.
The <i>Sustainable Planning Act 2009 (SPA)</i> states that any change to the use or the scale or intensity of the approved use requires the submission of a new development application and subsequent development approval.
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.
Pursuant to Division 8 Section 461 of the <i>Sustainable Planning Act 2009</i> , the Applicant has the Right of Appeal to the <i>Planning and Environment Court</i> regarding any condition of this approval; another matter stated in the development approval and the identification or inclusion of a code under <i>section 242</i> of the 'Act'. <i>[A copy of the Right of Appeal will be enclosed with the Decision Notice]</i>
Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards."
<u>Carried</u>

<b>Subject:</b>	<b>Development Application No 6188 - Request to Extend Period of Approval under section 383 of SPA</b>
<b>File No:</b>	<b>DA6188</b>
<b>Assessment No:</b>	<b>02327-00000-000</b>
<b>Action Officer:</b>	<b>SP - Senior Planner</b>

**Subject Land**

Location 1296 Brisbane Valley Highway, Fernvale  
Real Property Description Lot 1 RP180891

**Current land use approval:**

Development Permit for a MCU for Service Station and associated outdoor area;

Development Permit for a RAL for the subdivision of 1 lot into 2 lots and access easements;

Development Permit for Operational Works for Advertising Signage – Structure Sign (x 2 pylon signs);

Development Permit for MCU and Certificate of Registration for 2 Environmental Authorities involving:

- ERA 15(h) Sewage Treatment Plant – Operating Level 1 threshold: 21 or more equivalent persons; and



- ERA 11(a) Crude Oil Storing or Petroleum Product Storing, Level 2 Threshold: 10,000L or more but less than 500,000L.

### **Former Esk Planning Scheme 2005 (as amended)**

Zone Rural  
Precinct Rural Pursuits

### **SEQ Regional Plan 2009-2031**

Designation **Urban Footprint**

### **Application**

Level of initial assessment IMPACT  
Submissions received NIL

### **Applicant**

Who is making the request? David Brett  
c/- Vision 2 Reality Pty Ltd  
Property Development Solutions  
PO Box 5370  
BRASSALL QLD 4305

### **Landowner/s**

Fernvale Qld Pty Ltd as Trustee  
15 Polo Parade  
Caulfield North Vic 3161

### **Referrals**

Concurrence Department of Infrastructure, Local Government and Planning (SARA)

### **Attachments**

1. Approved Site Plan (service station) drawing no. DA-03.02C, dated 20/12/2007 and prepared by Elevation Architecture Studio.
2. Approved Service Station Floor Plan (stage 01) drawing no. DA-05.01B dated 20/12/2007 and prepared by Elevation Architecture Studio.
3. Approved Cut and Fill Plan (stage 01) drawing no. DA-03.03B dated 20/12/2007 and prepared by Elevation Architecture Studio.
4. Approved Fuel Storage and Contaminant Layout drawing no. DA-03.14B dated 20/12/2007 and prepared by Elevation Architecture Studio.
5. Referral Agency response from DILGP dated 30 March 2016, referenced SPD-0316-025838
6. Infrastructure Charges Notice No: 48B dated 30 November 2012.

### **RECOMMENDED DECISION**

Approve the request to extend the relevant period for application DA6188 for a:

- Development Permit for a MCU for Service Station and associated outdoor area;
- Development Permit for a RAL for the subdivision of 1 lot into 2 lots and access easements;
- Development Permit for Operational Works for Advertising Signage – Structure Sign (x 2 pylon signs);
- Development Permit for MCU and Certificate of Registration for 2 Environmental



Authorities involving:

- ERA 15(h) Sewage Treatment Plant – Operating Level 1 threshold: 21 or more equivalent persons; and
- ERA 11(a) Crude Oil Storing or Petroleum Product Storing, Level 2 Threshold: 10,000L or more but less than 500,000L

on land described as Lot 1 on RP180891, situated at 1296 Brisbane Valley Highway, Fernvale up to and including 29 October 2017 subject to the requirements and conditions contained in Council's Decision Notice dated 31 October 2008; and Infrastructure Charges Notice No: 48B dated 30 November 2012; and the Department of Infrastructure Local Government and Planning referral agency response dated 30 March 2016, referenced SPD-0316-025838.

## 1.0 BACKGROUND

The existing approval relates to the former Budgeons Service Station, which has been demolished. Redevelopment of the site will consist of a modern service station constituting 580m<sup>2</sup> of internal GFA with an outdoor dining area (roofed) comprising 290m<sup>2</sup>. The proposed design is reflected in the approved drawings referenced at Attachments 1 to 4 and consists of 52 parking spaces, 4 articulated vehicle parking bays, car refuelling areas, truck refuelling area, customer service area, cafe, three fast food outlets, indoor and outdoor dining areas.

Connection to town water supply and sewerage infrastructure will not form part of this component of the overall planned project. Council at the Ordinary Meeting of 25 July 2007 resolved to allow Stage 1 of this project without connection to water and sewer infrastructure. However, any future development of the balance area will be connected to water and sewer infrastructure and no credits will be allowed against infrastructure unless Council's Infrastructure Plan and Schedules are adopted prior to approvals and provides for such a mechanism.

Potable water supply will be sourced from rainwater tanks. The sizing of the tanks will ensure both adequate quality treatment and detention of roof water flow. Overflow from one of the tanks will be discharged onto the grassed swales to provide for further treatment. The grassed swales will be designed to convey stormwater. Runoff from the pavement and landscaped areas will also be discharged into the swales. Council has approved a Site Based Stormwater Management Plan that was prepared by certified Environmental Consultants.

The proposed Sewage Treatment Plant and treated wastewater land application effluent disposal area are to be constructed towards the north left of the proposed buildings. The land application area is to be reshaped and constructed over an old disused catchment, which is dry and filled with soil materials from the site. The land application area will utilize subsurface irrigation disposal and use multiple irrigation beds to disburse the treated wastewater evenly over the effluent disposal field. The approved Site Assessment and Waste Water Disposal Design Report must be read in conjunction with the approved Site Based Management Plan for details of the onsite sewerage facility plan, proposed land application area site location and construction details.

The external works associated with the project will be designed in accordance with Transport and Main Roads standards. These works include left turn deceleration lanes and a protected right turn lane at the primary access driveway. The primary access driveway will operate at an acceptable level of service for a 10-year design horizon.



## 2.0 APPLICANT'S REQUEST

Pursuant to section 383(1) of the *Sustainable Planning Act 2009* the applicant has made a request to extend the relevant period of application DA6188 for an additional 12 months.

The approval involves a Development Permit for a MCU for Service Station and associated outdoor area; a Development Permit for Reconfiguring a Lot by subdivision of 1 lot into 2 lots and access easements; a Development Permit for Operational Works for Advertising Signage – Structure Sign (x 2 pylon signs); and a Development Permit for MCU and Certificate of Registration for 2 Environmental Authorities involving:

- ERA 15(h) Sewage Treatment Plant – Operating Level 1 threshold: 21 or more equivalent persons; and
- ERA 11(a) Crude Oil Storing or Petroleum Product Storing, Level 2 Threshold: 10,000L or more but less than 500,000L

The approval relates to land described as Lot 1 on RP180891, situated at 1296 Brisbane Valley Highway, Fernvale.

The applicant has advised that the site was purchased by the current owner from a liquidator. The owner has been unable to attend to progressing the project as their project manager (family member) was overseas and is currently experiencing a number of serious health issues. The applicant therefore engaged the services of Vision 2 Reality Pty Ltd to complete the project.

Preliminary project design is underway; however construction documentation is unlikely to start prior to August 2016 with project fund sourcing after that. The lapse date of 29 October 2016 is problematic for the relevant period of the approval as it is not assured that additional approvals will be in place by that date. The extension of the approval period will ensure that the project can commence in 2017.

## 3.0 REFERRAL

### *External*

The Department of Infrastructure, Local Government and Planning, in its capacity as the State Assessment and Referral Agency has considered the request and advises that it offers no objection to an extension of the relevant period for a further 12 months. (Refer to Attachment 5).

## 4.0 PLANNING COMMENTS

The *Sustainable Planning Act 2009* provides the opportunity for applicants/landowners to seek an extended approval period, thus preventing the application from lapsing.

The Act provides that if the request to extend the approval period is received prior to the approval lapsing, the approval does not lapse until the assessment manager decides the request. The 'Act' is silent as to the number of extensions a Local Government may grant for an approval period. This is the applicant's second request.

In terms of deciding the request under section 388 of the 'Act, Council as the assessment manager must only have regard to –

- (a) The consistency of the approval, including its conditions, with the current laws and policies apply to the development, including for example the amount and type of infrastructure contributions, or charges payable under chapter 8 part 1; and
- (b) The communities current awareness of the development approval; and
- (c) Whether if the request were refused –



- a. Further rights to make a submission may be available for a further development application; and
  - b. The likely extent to which those rights may be exercised; and
- (d) The views of any concurrence agency for the approval given under section 385.

**Consistency of the approval with current laws and policies**

As part of the first request to extend the approval period, the applicant requested that the approval be amended to include an Infrastructure Charges Notice for charges towards the stormwater network and transport network. A copy of Council's Infrastructure Charges Notice is provided at Attachment 6.

In terms of Council's planning intentions for the region, the approved development (service station component) is consistent with the planning intent expressed in section 3.6.4.1 of the Strategic Framework of Council's Somerset Region Planning Scheme. The request to extend the approval period is considered acceptable when regard is had to the following:

- The consistency of the approval and its conditions are in accordance with the current laws and policies;
- The approved development is replacing an existing lawful use of the same components;
- The site is well located adjoining the Brisbane Valley Highway for its intended purposes;
- The relevant concurrence agencies support the development and offer no objection to the request to extend the approval period for a further 12 months; and
- The approval involves an urban activity in an area which is intended to be developed for urban purposes.

**Public Notification**

During the initial assessment of this application the level of assessment required Impact Assessment with public notification carried out in accordance with the *Sustainable Planning Act 2009*. A Notice of Compliance was received and no submissions were received during the notification period.

**Views of any concurrency agency**

Please refer to section 3 of this report.

**RECOMMENDED DECISION**

Approve the request to extend the relevant period for application DA6188 for a:

- Development Permit for a MCU for Service Station and associated outdoor area;
- Development Permit for a RAL for the subdivision of 1 lot into 2 lots and access easements;
- Development Permit for Operational Works for Advertising Signage – Structure Sign (x 2 pylon signs);
- Development Permit for MCU and Certificate of Registration for 2 Environmental Authorities involving:
  - o ERA 15(h) Sewage Treatment Plant – Operating Level 1 threshold: 21 or more equivalent persons; and
  - o ERA 11(a) Crude Oil Storing or Petroleum Product Storing, Level 2 Threshold: 10,000L or more but less than 500,000L



on land described as Lot 1 on RP180891, situated at 1296 Brisbane Valley Highway, Fernvale up to and including 29 October 2017 subject to the requirements and conditions contained in Council's Decision Notice dated 31 October 2008; and Infrastructure Charges Notice No: 48B dated 30 November 2012; and the Department of Infrastructure Local Government and Planning referral agency response dated 30 March 2016, referenced SPD-0316-025838.

<b>Decision:</b>	Moved - Cr Ogg	Seconded - Cr Hall
<p>"THAT council approve the request to extend the relevant period for application DA6188 for a:</p> <ul style="list-style-type: none"> <li>- Development Permit for a MCU for Service Station and associated outdoor area;</li> <li>- Development Permit for a RAL for the subdivision of 1 lot into 2 lots and access easements;</li> <li>- Development Permit for Operational Works for Advertising Signage – Structure Sign (x 2 pylon signs);</li> <li>- Development Permit for MCU and Certificate of Registration for 2 Environmental Authorities involving: <ul style="list-style-type: none"> <li>o ERA 15(h) Sewage Treatment Plant – Operating Level 1 threshold: 21 or more equivalent persons; and</li> <li>o ERA 11(a) Crude Oil Storing or Petroleum Product Storing, Level 2 Threshold: 10,000L or more but less than 500,000L</li> </ul> </li> </ul> <p>on land described as Lot 1 on RP180891, situated at 1296 Brisbane Valley Highway, Fernvale up to and including 29 October 2017 subject to the requirements and conditions contained in Council's Decision Notice dated 31 October 2008; and Infrastructure Charges Notice No: 48B dated 30 November 2012; and the Department of Infrastructure Local Government and Planning referral agency response dated 30 March 2016, referenced SPD-0316-025838."</p> <p style="text-align: right;"><u>Carried</u></p>		

<b>Subject:</b>	<b>Development Application No 15789 - Application for a Development Permit for a Material Change of Use for a caretaker's residence</b>
<b>File No:</b>	<b>DA15789</b>
<b>Assessment No:</b>	<b>05703-10000-000</b>
<b>Action Officer:</b>	<b>PO-RG</b>

#### Subject Land

Location	615 Cooeimbardi Road, Lower Cressbrook
Real Property Description	Lot 204 on SP251708
Area	76.92 hectares
Current land use	House and farming
Easements and Encumbrances	Nil

#### Former Esk Shire's Planning Scheme 2005 (as amended)



Zone	Rural
Precinct	Sub Catchment

**SEQ Regional Plan 2009-2031**

Designation	Regional Landscape and Rural Production Area
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**Application**

Level of Assessment	Code
Applicant/s	Ross William and Tracey Ann Tinney
Applicants contact details	37 Gardner Street Toogoolawah QLD 4313
Land Owner/s	Ross William and Tracey Ann Tinney
Date properly made	22 February 2016

**Referral Agencies**

Nil

**Attachments**

1. Site plan prepared by Ross and Tracey Tinney
2. Floor Plan: Drawing No. 16773-1, drawn by Jackson Constructions and dated 04.02.15
3. Elevations: Drawing No. 16773-3, drawn by Jackson Constructions and dated 04.02.15

**RECOMMENDED DECISION**

Approve the Development Application subject to the requirements and conditions contained in the Schedules and Attachments.

**1.0 APPLICATION**

Pursuant to Chapter 6 Section 260(1) and (3) and Section 261 of the *Sustainable Planning Act 2009*, the applicant has made a properly made development application and is seeking approval for a Development Permit for a Material Change of Use for a Caretaker's Residence.

The application is made under the former Esk Shire's Planning Scheme 2005 (as amended).

An application is required because a caretaker's residence in the Rural Zone is code assessable development.

**2.0 PROPOSAL**

The applicants are seeking approval to construct a second house on the property, which will become the primary residence, with the existing house being retained as a caretaker's residence. The applicants have advised that the caretaker will be required as they both work full time and a caretaker is required to properly manage the needs of livestock and animals on the property, which include 80 cows with calves, 40 weaners, 2 bulls, 20 sheep and 4 horses, as well as providing general property maintenance and security for the property while the applicants are away.

The existing house is a two bedroom weatherboard building with a gross floor area of around 135m<sup>2</sup>, and will be retained in its current location. It is located approximately 100m from Cooeembaradi Road. The proposed principal residence will be constructed around 200m to the southwest of the caretaker's residence.

**3.0 SITE DETAILS**

The site is large and irregular in shape. It has been nearly completely cleared, is currently used as a grazing property and contains an existing house and two farm sheds. Its



boundaries are defined to the north and south by adjoining properties, the west by Wivenhoe Dam and to the east by Cooeimbardi Road. It is not known to be prone to slip, subsidence, erosion but may experience inundation during extreme flooding events.

#### **4.0 SURROUNDING LAND USES**

The surrounding area is rural in nature, characterised by a low population density and with grazing as the dominant land use. Both adjoining properties are currently vacant.

#### **5.0 ASSESSMENT**

##### **5.1 STATE LEGISLATION**

This application is made under the provisions of the *Sustainable Planning Act 2009 (SPA)*. As such it is subject to the requirements of the Regulatory Provisions of the South East Queensland Regional Plan 2009-2031 (SEQRP), relevant Acts and State Planning Policies.

##### **5.2 SEQ REGIONAL PLAN 2009-2031**

Under the South East Queensland Regional Plan 2009-2031 the subject site is included as part of the Regional Landscape and Rural Production Area. The proposal is a development for a manager's residence, as defined in the Regulatory Provisions of the Regional Plan, and so is consistent with the State Planning intentions for the area and did not require referral to the Department of Infrastructure, Local Government and Planning.

##### **5.3 VEGETATION MANAGEMENT ACT 1999**

The site does not contain mapped remnant vegetation.

##### **5.4 ENVIRONMENTAL PROTECTION ACT 1994**

The site is not listed on the Contaminated Land Register or the Environmental Management Register.

##### **5.5 STATE PLANNING POLICY JULY 2014**

The proposed development complies with the relevant provisions of the SPP July 2014.

#### **6.0 LOCAL GOVERNMENT LEGISLATION**

The former Esk Shire's Planning Scheme 2005 (as amended) identifies relevant codes and overlays against which the development is to be assessed with proposed solutions measured against the specific outcomes proposed by the Code. In instances where alternative solutions are provided in lieu of the probable solutions they are discussed below.

<b>Applicable Code</b>	<b>Specific Outcome Compliance</b>	<b>Is Alternative Solution Provided?</b>
Rural Zone	Yes	Nil
House	Yes	Nil
<b>Applicable Overlay Code</b>	<b>Specific Outcome Compliance</b>	<b>Is Alternative Solution Provided?</b>
Economic Resources	Yes	Nil

The development as proposed complies with the provisions of the relevant codes identified in the planning scheme.

#### **7.0 REFERRAL AGENCIES**

There were no referral agencies for this application.

#### **8.0 RECOMMENDED DECISION**

THAT Council approve the Development Application for a Development Permit for a Material



Change of Use for a caretaker's residence on land described as Lot 204 on SP251708 and situated at 615 Cooeimbardi Road, Lower Cressbrook subject to the requirements and conditions contained in the Schedules and attachments.

<b>SCHEDULE 1 – Planning</b>		
<i>Assessment Manager</i>		
<b>No.</b>	<b>Condition</b>	<b>Timing</b>
1.1	Carry out the development in accordance with the material contained in the development application, supporting documentation and the plans listed below, except where amended by these conditions of approval: <ul style="list-style-type: none"> <li>• Site plan prepared by Ross and Tracey Tinney</li> <li>• Drawing No. 16773-1, drawn by Jackson Constructions and dated 04.02.15</li> <li>• Drawing No. 16773-3, drawn by Jackson Constructions and dated 04.02.15</li> </ul>	At all times.
1.2	Comply with the relevant provisions of the former Esk Shire's Planning Scheme 2005 (as amended); Planning Scheme Policies and Local Laws.	At all times.
1.3	A legible copy of this development approval package is to be available on the premises at all times during construction.	At all times.
1.4	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development	At all times.
1.5	Provide water tanks with a minimum storage capacity of 45,000L capable of capturing roof run-off and connected to service all domestic water consumption needs of the proposed primary residence, in accordance with <i>Schedule 3 – Standards for Provision of Water Supply and for Effluent Treatment and Disposal</i> of the former Esk Shire's Planning Scheme 2005 (as amended).	Prior to commencement of the use.
<b>SCHEDULE 2 – Engineering</b>		
<i>Assessment Manager</i>		
2.1	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Regional Council Development Manual</i> and <i>Standard Drawings</i> .	At all times
2.2	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions.	Prior to commencement of the use.
	<b>Building above Flood Level</b>	
2.3	Floor heights for habitable areas shall be a minimum of 300mm above the Defined Flood Level (DFL). The current DFL + 300mm for Lot 204 on SP251708 shall be the 80.3m elevation level.	Prior to commencement of the use.



2.4	Any filing below the highest recorded Defined Flood Level (DFL) will be in accordance with an approved flood study.	Prior to commencement of the use.
	<b>Stormwater</b>	
2.5	Stormwater drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
	<b>Erosion and Sediment Control</b>	
2.6	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream system has become silted, the developer will:</p> <ul style="list-style-type: none"> <li>• Be required to install additional measures.</li> <li>• Be responsible for the restoration work.</li> </ul> <p>Should the developer fail to complete the works determined by Council within the specified time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times.
<b>SCHEDULE 3 – Environmental Assessment Manager</b>		
3.1	<p>All buildings, structures, fittings, fixtures and grounds forming part of this development approval must be maintained –</p> <ul style="list-style-type: none"> <li>▪ In a serviceable condition; and</li> <li>▪ In a state of good repair and efficient action; and</li> <li>▪ In a clean, sanitary condition; and</li> <li>▪ Free of accumulated disused materials; and</li> <li>▪ Free of vermin and pest infestations.</li> </ul>	At all times.
3.2	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times.
3.3	All construction/demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	At all times.
3.4	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> <li>▪ Burn or bury waste generated in association with this development approval at or on the development site; nor</li> <li>▪ Allow waste generated in association with this development approval to burn or be burnt or buried at or on the development site; nor</li> </ul>	At all times.



	<ul style="list-style-type: none"> <li>▪ Stockpile any waste on the development site.</li> </ul>	
3.5	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> <li>▪ Release stormwater runoff into a roadside gutter/swale, stormwater drain or water that results in a build-up of sand, silt or mud in the gutter, drain or water; or</li> <li>▪ Deposit sand, silt or mud in a roadside gutter, stormwater drain or water; or in a place where it could reasonably be expected to move or be washed into a roadside gutter/swale, stormwater drain or water and result in a build-up of sand, silt or mud in the gutter, drain or water.</li> </ul>	During construction of the dwelling house.
<b>SCHEDULE 4 – ADVISORY NOTES</b>		
<b>No</b>	<b>Advice</b>	
	This approval has effect in accordance with the provisions of the <i>Sustainable Planning Act 2009</i> .	
	All vehicular access shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Regional Council Development Manual</i> and <i>Standard Drawings</i> .	
	The landowner is responsible for construction and maintenance of vehicular access, from the road carriageway to property boundary in accordance with Council's Policy and Standards. Approval is to be sought from Council and the landowner must advise all potential purchasers accordingly if additional access is needed.	
	<p>Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.</p> <p>It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23.</p> <p>The Fire Ant Restricted Area as well as general information can be viewed on the DAF website <a href="http://www.daf.qld.gov.au/fireants">www.daf.qld.gov.au/fireants</a></p>	
	Construction work is to be carried out only between the hours of 6:30am to 6:30pm Monday to Saturday, with no work to be undertaken on Sundays or public holidays. Noise levels from construction work shall at all times comply with the requirements of the <i>Environmental Protection Act 1994</i> .	
	Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.	
	The <i>Sustainable Planning Act 2009 (SPA)</i> states that any change to the use or the scale or intensity of the approved use requires the submission of a new development application and subsequent development approval.	
	Separate development approval is required for any necessary building work and	



plumbing/drainage works associated with this approval.

The Applicant has the Right of Appeal to the Planning and Environment Court regarding the conditions of this approval.

Should the Applicant notify Council in writing that the conditions of approval are accepted without dispute and that the right of appeal to the Court will not be exercised, the Decision Notice may be taken to be the development permit.

**Attachments for the Decision Notice include:**

Site plan prepared by Ross and Tracey Tinney

Floor Plan: Drawing No. 16773-1, drawn by Jackson Constructions and dated 04.02.15

Elevations: Drawing No. 16773-3, drawn by Jackson Constructions and dated 04.02.15

<b>Decision:</b>	Moved - Cr Gaedtke	Seconded - Cr Whalley
<p>“THAT Council approve the Development Application for a Development Permit for a Material Change of Use for a caretaker’s residence on land described as Lot 204 on SP251708 and situated at 615 Cooeimbardi Road, Lower Cressbrook subject to the requirements and conditions contained in the Schedules and attachments.</p>		

<b>SCHEDULE 1 – Planning</b>		
<i>Assessment Manager</i>		
<b>No.</b>	<b>Condition</b>	<b>Timing</b>
1.1	<p>Carry out the development in accordance with the material contained in the development application, supporting documentation and the plans listed below, except where amended by these conditions of approval:</p> <ul style="list-style-type: none"> <li>• Site plan prepared by Ross and Tracey Tinney</li> <li>• Drawing No. 16773-1, drawn by Jackson Constructions and dated 04.02.15</li> <li>• Drawing No. 16773-3, drawn by Jackson Constructions and dated 04.02.15</li> </ul>	At all times.
1.2	Comply with the relevant provisions of the former Esk Shire’s Planning Scheme 2005 (as amended); Planning Scheme Policies and Local Laws.	At all times.
1.3	A legible copy of this development approval package is to be available on the premises at all times during construction.	At all times.
1.4	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development	At all times.
1.5	Provide water tanks with a minimum storage capacity of 45,000L capable of capturing roof run-off and connected to service all domestic water consumption needs of the proposed primary residence, in accordance with <i>Schedule 3 – Standards for Provision of Water Supply and for Effluent Treatment and</i>	Prior to commencement of the use.



	<i>Disposal</i> of the former Esk Shire's Planning Scheme 2005 (as amended).	
<b>SCHEDULE 2 – Engineering</b>		
<i>Assessment Manager</i>		
2.1	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Regional Council Development Manual</i> and <i>Standard Drawings</i> .	At all times
2.2	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions.	Prior to commencement of the use.
	<b>Building above Flood Level</b>	
2.3	Floor heights for habitable areas shall be a minimum of 300mm above the Defined Flood Level (DFL). The current DFL + 300mm for Lot 204 on SP251708 shall be the 80.3m elevation level.	Prior to commencement of the use.
2.4	Any filling below the highest recorded Defined Flood Level (DFL) will be in accordance with an approved flood study.	Prior to commencement of the use.
	<b>Stormwater</b>	
2.5	Stormwater drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
	<b>Erosion and Sediment Control</b>	
2.6	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream system has become silted, the developer will:</p> <ul style="list-style-type: none"> <li>• Be required to install additional measures.</li> <li>• Be responsible for the restoration work.</li> </ul> <p>Should the developer fail to complete the works determined by Council within the specified time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times.
<b>SCHEDULE 3 – Environmental</b>		
<i>Assessment Manager</i>		
3.1	<p>All buildings, structures, fittings, fixtures and grounds forming part of this development approval must be maintained –</p> <ul style="list-style-type: none"> <li>▪ In a serviceable condition; and</li> <li>▪ In a state of good repair and efficient action; and</li> <li>▪ In a clean, sanitary condition; and</li> <li>▪ Free of accumulated disused materials; and</li> <li>▪ Free of vermin and pest infestations.</li> </ul>	At all times.



3.2	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times.
3.3	All construction/demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	At all times.
3.4	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> <li>▪ Burn or bury waste generated in association with this development approval at or on the development site; nor</li> <li>▪ Allow waste generated in association with this development approval to burn or be burnt or buried at or on the development site; nor</li> <li>▪ Stockpile any waste on the development site.</li> </ul>	At all times.
3.5	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> <li>▪ Release stormwater runoff into a roadside gutter/swale, stormwater drain or water that results in a build-up of sand, silt or mud in the gutter, drain or water; or</li> <li>▪ Deposit sand, silt or mud in a roadside gutter, stormwater drain or water; or in a place where it could reasonably be expected to move or be washed into a roadside gutter/swale, stormwater drain or water and result in a build-up of sand, silt or mud in the gutter, drain or water.</li> </ul>	During construction of the dwelling house.

#### **SCHEDULE 4 – ADVISORY NOTES**

No	Advice
	This approval has effect in accordance with the provisions of the <i>Sustainable Planning Act 2009</i> .
	All vehicular access shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Regional Council Development Manual</i> and <i>Standard Drawings</i> .
	The landowner is responsible for construction and maintenance of vehicular access, from the road carriageway to property boundary in accordance with Council's Policy and Standards. Approval is to be sought from Council and the landowner must advise all potential purchasers accordingly if additional access is needed.
	Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.
	It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to



Biosecurity Queensland on 13 25 23.

The Fire Ant Restricted Area as well as general information can be viewed on the DAF website [www.daf.qld.gov.au/fireants](http://www.daf.qld.gov.au/fireants)

Construction work is to be carried out only between the hours of 6:30am to 6:30pm Monday to Saturday, with no work to be undertaken on Sundays or public holidays. Noise levels from construction work shall at all times comply with the requirements of the *Environmental Protection Act 1994*.

Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.

The *Sustainable Planning Act 2009 (SPA)* states that any change to the use or the scale or intensity of the approved use requires the submission of a new development application and subsequent development approval.

Separate development approval is required for any necessary building work and plumbing/drainage works associated with this approval.

The Applicant has the Right of Appeal to the Planning and Environment Court regarding the conditions of this approval.

Should the Applicant notify Council in writing that the conditions of approval are accepted without dispute and that the right of appeal to the Court will not be exercised, the Decision Notice may be taken to be the development permit."

Carried

<b>Subject:</b>	<b>Phipps - Status Report - DA12745</b>
<b>File Ref:</b>	<b>Officers' Reports</b>
<b>Action Officer:</b>	<b>MPAD</b>

### Background/Summary

I have been made aware of the existence of a letter from Messrs Doug and Rhett Phipps to the Mayor and new Councillor Choat and I assume other Councillors regarding their attempt to have their poultry farm approval amended by the Planning and Environment Court to increase the number of birds being reared in a batch from 250,000 birds to 290,000 birds.

In 2013 the Planning and Environment Court approved DA12745 comprising a 250,000 bird poultry farm (reduced from 300,000 birds due to odour concerns) off Bischoffs Road Coominya subject to a range of conditions. In the subsequent time 6 sheds have been constructed and the farm has become operational notwithstanding non-compliance with certain conditions, namely:

- The farm to be operated as a "free range" farm;
- Minor exceedance of bird numbers;
- Payment of \$62,000 to Council for the upgrading/sealing of the balance of Bischoffs Road.



For some reason Council's solicitors have been unable to secure compliance with these conditions including payment of the outstanding money.

On 26 February 2016 Mr Phipps lodged an application with the Planning and Environment Court (786/16) to vary certain conditions by way of a "permissible change". The net effect of this action was to increase the numbers of birds per batch from 250,000 to 290,000 and alter the way the farm was operated from a free-range facility to a conventional farm facility.

The matter was heard on 30 March 2016 and adjourned for a "without prejudice" meeting before the Court Registrar on 26 April 2016 with a final hearing on 3 May 2016.

Council's officers are of the view that the proposal represents a material change to the approved facility and therefore a fresh application incorporating an appropriate environmental assessment should be made to Council for determination.

Further the matter should not proceed by way of a "permissible change" to the Court as the neighbouring poultry farm to the north is also in the process of applying for an increase in their bird numbers and the Phipps have made application for an additional farm comprising 12 sheds and 600,000 birds on the property immediately to the west of the subject farm (\$10 million project mentioned in letter). At this time the cumulative effects of these proposals are not understood and should not be bypassed by some representations from the proponent.

#### Attachments

Locality Plan

#### Recommendation

THAT the Court be advised that Council is of the view that any increase in bird numbers under DA12745 should be by way of a fresh application to Council and accompanied by appropriate environmental assessment.

**Decision:**

Moved - Cr Hall

Seconded - Cr Whalley

"THAT the Court be advised that Council is of the view that any increase in bird numbers under DA12745 should be by way of a fresh application to Council and accompanied by appropriate environmental assessment."

Carried

#### Confirmation of Minutes

**Decision**

Moved – Cr Ogg

Seconded – Cr Hall

"THAT the Minutes of the Ordinary Meeting held on 24 February 2016 as circulated to all Members of Council be confirmed".

Carried



<b>Subject:</b>	<b>Financial reports</b>
<b>File Ref:</b>	<b>Financial management - meetings - monthly financial statements</b>
<b>Action Officer:</b>	<b>MFIN</b>

### Background/Summary

#### Financial reports

Monthly financial reports for the period 1 July 2015 to 29 March 2016 are attached in accordance with section 204 of the Local Government Regulation 2012 including comments in respect of performance against budget.

Since FY2011, Council has incurred total natural disaster relief expenditure in repairing Council assets, for counter disaster operations or betterment expenditure of \$142.9 million.

Council has received total funding in respect of these events as well as betterment funding of \$139.5 million.

#### Grants

Council was successful in securing \$2.4 million Australian Government Bridges Renewal Programme round 2 (BRP2) grants towards projects with a value of \$4.7 million, a \$0.6 million grant towards the \$1.3 million replacement cost for Harry Carey Bridge under the National Stronger Regions Fund round 2 and Monsildale Bridge (\$0.7M funding for a \$1.0M) under the Betterment program. This entails around \$7 million in new capital works.

Council has begun work on these projects consistent with funding instruments and while all grant applications were sanctioned by Council, it will be necessary for Council to adopt a revised budget formally allocating its own funds for its share of the new bridge projects.

Council officers also submitted applications under National Stronger Regions Fund round 3 for 49% funding towards the replacement of Pryde Creek Bridge near Fernvale (\$1.3M) and Apple Tree Creek Bridge east of Toogoolawah (\$0.8M) on 14/15 March 2016.

Council officers submitted an application for 50% funding towards a \$0.8M widening of the western section of Gregors Creek Road under the Australian Government's Heavy Vehicle Safety and Productivity Programme on 10 February 2016.

#### Road maintenance detail

Councillors have previously requested additional information about road maintenance:

	<b>Rural (\$000's)</b>	<b>Urban (\$000's)</b>	<b>Total (\$000's)</b>
Bitumen road maintenance	434	185	619
Gravel road maintenance	1,649	126	1,775
Roadside drainage	306	94	400
Culvert maintenance	55	0	55
Vegetation maintenance	238	177	415
Traffic furniture	117	28	145
Linemarking	14	16	30
Total actual year to date	2,813	626	3,439
Expected pro-rata budget year to date	3,015	398	3,413
Variance - favourable / (unfavourable)	202	(228)	(26)



Council's ten most costly road segments for maintenance this financial year to date are:

Esk Crows Nest (gravel) Ch26190-Ch34160	\$62,617
Monsildale Rd (gravel) Ch1630-Ch31270	\$55,990
Mt Stanley Rd (bitumen) Ch0-Ch7420	\$46,333
Kipper Creek Rd access (gravel) Ch0-Ch1270	\$43,966
Esk Crows Nest Rd (bitumen) Ch5720-Ch15180	\$43,227
Westvale Rd (gravel) Ch1340-Ch13550	\$40,387
Western Branch (gravel) Ch14050-Ch27110	\$37,717
Hallings Rd (gravel) Ch0-Ch1410	\$33,583
Mt Byron Rd (gravel) Ch2020-Ch15370	\$33,267
Gregors Creek Rd (bitumen) Ch0-Ch4750	\$31,690
Subtotal most costly ten road segments	\$428,777

### Rates

Rates are issued in six monthly cycles. Overdue rates have been contained as follows:

- \$1.20 million – 31 July 2015
- \$0.98 million – 29 February 2016

Council issued 28 notices of intention to sell land for overdue rates or charges totalling \$180,693 on 5 November 2015. As at 29 March 2016, 12 of these sale actions remain active at a total of \$57,694 outstanding. Council officers are pursuing the owners and mortgagees of these properties with a view to avoiding the incurrence of (recoverable) legal fees and avoiding any forced auctions or properties where possible.

### Contract matters

To assist compliance with section 237 of the Local Government Regulation 2012, Council has potentially entered into purchase contracts for a value greater than \$200,000 (exclusive of GST) as indicated in the attached payments listing including as follows:

- Piling and Civil Australia - \$400,633 - bridge components - payment 31114
- A and M Civil Contracting P/L - \$374,000 - contract road, bridge and park construction and maintenance services - payment 30855
- Ausroad Systems Pty Ltd - \$345,002 - truck/ bitumen sprayer - payment 30974
- A and M Civil Contracting P/L - \$264,000 - contract road, bridge and park construction and maintenance services - payment 31261
- SRS Roads Pty Ltd - \$261,724 - road making material/ services - payment 31130

Councillors have previously requested a full listing of payments made by Council since the previous report. This information is not provided pursuant to any legal requirement.

### Attachments

Operating reports, statement of balances, cash flows and equity movements, capital works report, summary of largest 70 payments to payees and detailed listing of payments

### Recommendation

THAT the reports including payments presented totalling \$20,182,200.85 be received.



**Decision:** Moved - Cr Whalley Seconded - Cr Ogg

"THAT the reports including payments presented totalling \$20,182,200.85 be received."

Carried

**Subject:** Report of the audit committee  
**File Ref:** Financial management - audit - audit committee  
**Action Officer:** MFIN

### Background/Summary

Council's audit committee met on 9 March 2016.

Section 211(4) of the Local Government Regulation 2012 requires that a report about an audit committee meeting must be presented to the next meeting of Council. This report is attached.

### Attachments

Report of audit committee meeting from 9 March 2016

### Recommendation

THAT the report of the audit committee of 9 March 2016 be received.

**Decision:** Moved - Cr Whalley Seconded - Cr Hall

"THAT the report of the audit committee of 9 March 2016 be received."

Carried

**Subject:** Action under section 130 of the Local Government Regulation 2012  
**File Ref** Rates and government valuations - rate payments - FY2016  
**Action Officer:** MFIN

### Background/Summary

It is recommended that Council again use section 130 of the Local Government Regulation 2012 in order to potentially save administrative costs in respect of rate payments received on 4 and 5 May 2016. The due date for payment showing on issued rate notices is 3 May 2016.

The regulation says:

- 130(7) The local government may, by resolution, change the discount period to end on a later day (the new discount day).
- 130(8) However, if the discount period is changed under subsection (7), the local government must also, by resolution, change the due date for payment to a later day that is no earlier than the new discount day.



**Recommendation**

THAT under subsections 130 (7) and (8) of the Local Government Regulation 2012, Council changes the discount date and the due date for payment for the current rating period to 5 May 2016.

**Decision:**

Moved - Cr Whalley

Seconded - Cr Brieschke

"THAT under subsections 130 (7) and (8) of the Local Government Regulation 2012, Council changes the discount date and the due date for payment for the current rating period to 5 May 2016."

Carried

**Subject:** Completion of Fernvale Sports Park  
**File Ref:** Grants - programs - Get Playing Plus  
**Action Officer:** MFIN

**Background/Summary**

Fernvale Sports Park is a \$1.6 million new Council facility next to Fernvale State School.

The project is being funded by Somerset Regional Council (\$0.8m) and the Department of National Parks Sport and Racing (\$0.8m) under the Get Playing Plus program.

The funding agreement with the State requires the delivery of four netball courts, an amenities block, a rectangular field, an oval for cricket and football and car parking. The project is being delivered consistent with drawings that Council endorsed on 26 August 2015. Additional State and Council funding was later confirmed to install netball lighting.

The project manager is Mr Graham Richardson, who was the architect for many Somerset Regional Council facilities including Fernvale Indoor Sports Centre, Fernvale Futures Complex, Kilcoy Information Centre and Esk and Kilcoy libraries.

While the funding agreement requires that the project be completed by 31 December 2016, it is likely at the current rate of progress that the project will be completed by September 2016.

Council officers and Mr Richardson are working to complete the project as endorsed by Council and as set out in the funding deed within the budget allowed.

At a site meeting on 30 March 2016, Mr Richardson was requested to develop a prioritised list of recommended enhancements for the project that would make best use of the availability of contractors currently established on-site, would help contain future maintenance and operating costs and would provide value for money for the community.

These enhancements would be outside the total project budget. The funding deed makes it clear that costs beyond \$1.6 million would be 100% at Council's cost.

Mr Richardson undertook to develop plans and broad costings for the proposed enhancements however it was anticipated that these would not be available until after the agenda for the ordinary Council meeting of 13 April 2016 was closed.



**Attachment**

A copy of Mr Richardson's recommendations will be provided to Councillors when to hand.

**Recommendation**

THAT Council confirm the availability of additional Council funds for the following features to complete Fernvale Sports Park totalling \$\_\_\_\_\_ - \_\_\_\_\_ based on the recommendations of Graham Richardson Associates architects and further that Council resolves that it is satisfied that the suppliers detailed in Mr Richardson's recommendations are the only suppliers reasonably available to provide these features to the standards sought and within the timeframes required.

**Additional report handed out at meeting -**

<b>Subject:</b>	<b>Completion of Fernvale Sports Park</b>
<b>File Ref:</b>	<b>Grants – programs – Get Playing Plus</b>
<b>Action Officer:</b>	<b>MFIN</b>

**Background/Summary**

Item 12 in the meeting agenda for 13 April 2016 (finalised on 6 April 2016) refers to a letter including proposed enhancements to Fernvale Sports Park to be issued by Graham Richardson Associates architects and landscape architects.

This letter was received on 11 April 2016 and distributed to members on that day.

The proposed enhancements to Fernvale Sports Park would increase the total costs of the project beyond the \$1.6 million allowed for this project.

Some listed enhancements listed are recommended notwithstanding the budget because it is considered that:

- these enhancements can be achieved economically while the construction contractor (A and M Civil Contracting Pty Ltd) is still on site.
- these will add significantly to the functionality and aesthetics of Fernvale Sports Park to make it usable by more members of the community earlier and will help promote the area to current and future residents.
- these are relatively low maintenance items and in the case of the proposed water supply, may reduce Council's ongoing costs compared to using treated water for irrigation purposes.
- Obtaining funds from other levels of government for components such as water supply, turfing and landscaping may be difficult to achieve in the short term.

The funding deed and associated documents require Council to deliver a multi-sport facility for football codes, netball and cricket based on tender documents approved by the State government.

Council officers are conscious that with the exception of netball, there are no active clubs in Fernvale that might help Council maintain facilities. Further, Council does not possess the expertise to maintain turf cricket wickets to a standard that might be sought by some members of the cricketing community. A high-standard drop-in synthetic/ concrete wicket is



recommended for the site until such time as local clubs develop that are willing and able to maintain turf wickets and the grounds generally to a regulation standard.

The site plans for the cricket/ AFL oval allowed additional flat ground for a regulation shape and size athletics track. The attached plan shows a regulation shape and size athletics track superimposed on the oval. A regulation track would extend outside the bounds of the oval. Use of the cricket/ AFL oval without exceeding the bounds of the oval for athletics, rugby league, soccer and other sports is possible however any athletics track line-marked within the confines of the oval would not be of a regulation shape and size.

The recommendation below also includes a CCTV system which was not part of the architect's list but which is considered necessary for public safety and security purposes, consistent with other Council facilities.

#### Attachment

Site plan

#### Recommendation

THAT Council confirms the availability of indicative Council funds for the following features to complete Fernvale Sports Park based on the recommendations of Graham Richardson Associates architects and further that Council resolves that it is satisfied that the suppliers detailed are the only suppliers reasonably available to provide these features to the standards sought and within the timeframes required:

Water supply to site (A and M Civil Contracting Pty Ltd) -	\$38,850
Additional turfing around amenities building (A and M Civil Contracting Pty Ltd) -	\$ 9,900
Additional shade trees (A and M Civil Contracting Pty Ltd) -	\$15,000
PVC picket fencing – cricket/ AFL only (PFS Fencing Pty Ltd (trading as Polvin))	\$50,500
Additional turfing rectangular field ((A and M Civil Contracting Pty Ltd) -	\$34,650
Drop in synthetic cricket pitch and installation (Gabba Sporting Products Pty Ltd)	\$20,000
CCTV system (Boromir Pty Ltd trading as Ace Alarms)	\$ 9,000
	(Total \$177,900)

<b>Decision:</b>	Moved - Cr Choat	Seconded - Cr Hall
	<p>“THAT Council confirms the availability of indicative Council funds for the following features to complete Fernvale Sports Park based on the recommendations of Graham Richardson Associates architects and further that Council resolves that it is satisfied that the suppliers detailed are the only suppliers reasonably available to provide these features to the standards sought and within the timeframes required:</p>	
	Water supply to site (A and M Civil Contracting Pty Ltd) -	\$38,850
	Additional turfing around amenities building (A and M Civil Contracting Pty Ltd) -	\$ 9,900
	Additional shade trees (A and M Civil Contracting Pty Ltd) -	\$15,000
	PVC picket fencing – cricket/ AFL only (PFS Fencing Pty Ltd (trading as Polvin))	\$50,500



Additional turfing rectangular field ((A and M Civil Contracting Pty Ltd) -	\$34,650
Drop in synthetic cricket pitch and installation (Gabba Sporting Products Pty Ltd)	\$20,000
CCTV system (Boromir Pty Ltd trading as Ace Alarms)	\$ 9,000
	(Total \$177,900)"
	<u>Carried</u>

<b>Subject:</b>	<b>Building Our Regions funding program - Fielding Road Reserve</b>
<b>File Ref:</b>	<b>Grants - programs - Building Our Regions</b>
<b>Action Officer:</b>	<b>MFIN</b>

### Background/Summary

The State Government has announced round two of the Building Our Regions funding program. Council is eligible to apply for funding under this program towards new community infrastructure. Expressions of interest are due by 29 April 2016. Successful projects by other councils in round one were dominated by water and sewer projects. The State has confirmed that road and bridge projects will be treated as low priorities under this program.

Council officers have noted recent interest expressed by Councillors in the 2008 mid-Brisbane River Outdoor Recreation Master Plan.

Council officers have revisited this master plan with a view to identifying components that could survive major flooding and which would not require approvals from the Departments of Natural Resources and Mines (DNRM) and/ or Transport and Main Roads (DTMR).

Should Council wish to pursue a proposal from the 2008 master plan, it is recommended that a flood resilient upgrade of Fielding Road Reserve, adapted from the master plan, be the subject of an expression of interest for Building Our Regions program funding because:

- Fielding Road Reserve is Council freehold land and all project components can be built in areas not controlled by either DNRM or DTMR.
- Upgrading Fielding Road Reserve would provide recreational and economic opportunities for Fernvale, Lowood and surrounds and has been the subject of community consultation.
- Natural disaster funding is no longer available for restoring recreation assets that are damaged by declared flooding events. The 2016 proposal is a largely reinforced concrete version of the 2008 master plan project with the car park located closer to the river.

### Attachment

Site plan



**Recommendation**

THAT Council authorise an application under the Building Our Regions program for up to \$360,000 in State funding towards a Mid-Brisbane River Park project at Fielding Road Reserve (lot 27 RP138054) featuring a gated vehicle access and concrete car park and confirm that Council funding for the proposal of up to \$362,000 is available.

**Decision:**

Moved - Cr Whalley

Seconded - Cr Ogg

"THAT Council authorise an application under the Building Our Regions program for up to \$360,000 in State funding towards a Mid-Brisbane River Park project at Fielding Road Reserve (lot 27 RP138054) featuring a gated vehicle access and concrete car park and confirm that Council funding for the proposal of up to \$362,000 is available."

Carried

<b>Subject:</b>	<b>NAIDOC Event 18 June 2016</b>
<b>File Ref:</b>	<b>Recreation and cultural services - event management -</b>
	<b>Community Events - Festivals - Sporting</b>
<b>Action Officer:</b>	<b>MCORP</b>

**Background/Summary**

The NAIDOC Event for 2016 is to be conducted on Saturday 18 June, at Clock Park, Lowood. Interest in the event has resulted in a request to close part of the car park adjacent to the park.

The proposal is to close the section that provides through access to the car park to allow pedestrian movement in that area without restriction. Some car parking spaces may be affected to allow a turn-around area.

The duration of the closure would be from 7am to 5pm on Saturday 18 June 2016.

**Attachments**

Nil

**Recommendation**

THAT Council approve a partial closure of the Clock Park car parking area for the conduct of the 2016 NAIDOC event.

**Decision:**

Moved - Cr Ogg

"THAT Council approve a partial closure of the Clock Park car parking area for the conduct of the 2016 NAIDOC event."

Carried



<b>Subject:</b>	<b>Somerset Region Neighbourhood Centre Service Report for the period 1 February - 28 February 2016</b>
<b>File Ref:</b>	<b>Community services - service provision - Community Development</b>
<b>Action Officer:</b>	<b>MCORP</b>

### Background/Summary

A key focus of the CDC's activities this month was starting off a number of programs for the year, and winding up her work in this position prior to leaving. Highlights include:

- The Community Share Meal kicked off in Kilcoy with 40 residents in attendance, including residents from Bangladesh and Korea, long term residents from Kilcoy and representatives from KPC. There was a warm and welcoming atmosphere and a lot of enthusiasm about continuing the events monthly.
- With the commencement of Fernvale Kids Club, all four connection points are hosting regular social inclusion activities
- Toogoolawah Kids Club has been very well received – with numbers tripling in the second session – possibly due to effective promotion via facebook and on school parades by the YDO. This has also proved an effective “soft entry” of more vulnerable participants to other activities and services.
- Friendly Crafters continues to maintain strong attendance and a welcoming atmosphere and is moving from skill sharing between members to guest presenters on mosaic and button making over the next few months.
- Handover – arrangements have been put in place for volunteers and colleagues to cover connection points shifts and activities over the next few months.
- Kilcoy Connects continues to be planned and promoted collaboratively by the CDC and a volunteer – with a local residents stepping up to lead the next session with her daughter-in-law on Japanese Moss Ball making. Kilcoy Community Connection Point is supporting another key resident-lead initiative - a health expo in September – hosting planning meetings and sharing tasks.
- Esk Community Connection Point is seeing a strong growth in their referrals due to co-location of the service with visiting services – a key focus of the Lead Volunteer in recent months.
- The Lead Volunteer from ECCP organised two days of mental health first aid training for the ECCP and TCCP teams and local volunteers – which was well attended by 14 participants and had very positive feedback about it enhancing volunteers' confidence in responding appropriately to people experiencing mental health challenges.

### Events

<b>Group/event name</b>	<b>Date</b>	<b>Location</b>	<b>Topic</b>	<b>Number attendees</b>	<b>Number new attendees</b>
Cuppa and Chat	5 Feb	Esk	Enduring powers of attorney	9	2
Koffee and Kids	19 Feb	Esk	Parent engagement	1	1
Kilcoy Connects	12 Feb	Kilcoy	Enduring powers of attorney	10	2
Community	25 Feb	Kilcoy	Welcoming others	40	40



Share Meal			to community, building cultural understanding		
Friendly Crafters	4 Feb	Toogoolawah	Rag rugs	23	4
Friendly Crafters	18 Feb	Toogoolawah	Rag rugs	14	2
Toogoolawah Women's Group (self-managing but supported by CDC)	24 Feb	Toogoolawah	Medicinal herbs	Approx 20	0
Toogoolawah Kids Club (with Anglicare)	10 Feb	Toogoolawah	Minute to win it challenge (building team and social skills in primary aged children)	5	5
Toogoolawah Kids Club (with Anglicare)	24 Feb	Toogoolawah	Survivor challenge (building team and social skills in primary aged children)	17	12
Fernvale Kids Club (with Anglicare)	17 Feb	Fernvale	As above	2	2
Mobile Hub		Coominya, Fernvale, Toogoolawah, Moore, Linville, Kilcoy	Awareness of support services	72 residents and 19 services	72

### Information and referrals

<b>Referring centre/role</b>	<b>Total number of people assisted</b>	<b>Any trends (including topic and location)</b>	<b>How enquirers heard about the service (number of referrals for each method e.g. repeat user (1), Care and Concern (1))</b>
Esk Community Connection Point	11	4 form filling 2 emergency relief Also fire safety, home maintenance, play group info, employment agency location, loneliness.	6 came as a result of word of mouth, 3 repeat, 2 co-location with Healthy Lifestyles.
Kilcoy Community Connection Point	0	NA	NA
Toogoolawah Community Connection Point	1 – via Friendly Crafters.	Activities for socially isolated residents. Activities for children.	Toogoolawah library
CDC	2	Local Indigenous	Fernvale Futures



## Planned activities

In this final report as CDC for Somerset Regional Council. I sincerely thank Councillors and Staff for all the support and opportunities I have been provided over this very rewarding eight years in the role, and wish you all the best for the future.

Nil

THAT the report be received and the contents noted.

<b>Subject:</b>	<b>Somerset Region Neighbourhood Centre Service Report for the period 1 March - 31 March 2016</b>
<b>File Ref:</b>	<b>Community services - service provision - Community Development</b>
<b>Action Officer:</b>	<b>Lyn Buchanan, Community Development Coordinator</b>

This month commenced with the former CDC leaving on 2 March and being replaced by the new CDC on 21 March. As a result the month proceeded in a maintenance fashion, with the YDO supporting the position whilst vacant. The YDO has also assisted with the transitioning of the new CDC into the role.



Somerset  
REGIONAL COUNCIL



- The Community Share Meal continued with around 18 persons in attendance, including residents from Bangladesh and long term residents from Kilcoy. KPC was closed due to renovations and so the numbers were reduced, when compared to the previous month. There was some discussion about how to encourage more people to attend in the future.
- Toogoolawah Kids Club continues to be very well received with Anglicare enthusiastic about continuing the activity next term. Unfortunately, the Fernvale Kids Club has not gained traction, so Anglicare have decided to disband that activity.
- Friendly Crafters continues to maintain strong attendance and a welcoming atmosphere. The new CDC plans to attend the group shortly and is organizing future skill sharing activities.
- Kilcoy Connects continues to be planned and promoted collaboratively by the CDC and a volunteer. The Community Connection Point is supporting a health expo (a key resident-lead initiative) which now may be held in conjunction with the Kilcoy Festival.
- The CDC is supporting a Domestic Violence Action week event to be held in Kilcoy in May and a Family Fun Day to celebrate the official opening of the Yowie Park fencing in June.
- Esk Community Connection Point hosted a successful Cuppa and Chat offering information to support Carers. This resulted in two new residents connecting with the service. Unfortunately there was no take up of the Koffee and Kids activity, so this is to be disbanded by Anglicare and thought given to how better to connect with young Esk families.

#### *Future Planned Events*

- The CDC in her former role of Lead Volunteer with the Esk Community Connection Point was approached by disability support organization Alara to support a Disability Action Week event in September, in Esk.

#### **Events**

<b>Group/event name</b>	<b>Date</b>	<b>Location</b>	<b>Topic</b>	<b>Number attendees</b>	<b>Number new attendees</b>
Cuppa and Chat	4 Mar	Esk	Care for Carers	11 + 4 volunteers	2
Koffee and Kids	18 Mar	Esk		0	0
Kilcoy Connects	11 Mar	Kilcoy	Japanese Moss Balls	7 + 1 volunteer	5
Community Share Meal	29 Mar	Kilcoy		18	0
Friendly Crafters	3 Mar	Toogoolawah		20	0
Friendly Crafters	17 Mar	Toogoolawah		20	0
Toogoolawah Women's Group	9 Mar	Toogoolawah	Balance and Balance Test	20	0
Toogoolawah Women's Group	23 Mar	Toogoolawah	History of T'wah buildings	19	0



Toogoolawah Women's Group	30 Mar	T'wah - Eumundi	Bus trip to Markets	21	6
Mobile Hub	31 Mar	Coominya, Fernvale, Toogoolawah, Moore, Linville, Kilcoy		62	62

### Evaluation data

<b><i>Event name, location, date</i></b>	<b><i>Percentage of participants who reported information was useful</i></b>	<b><i>Percentage of participants who reported the event helped them feel more connected with the community</i></b>	<b><i>New topics suggested by participants</i></b>
Cuppa and Chat, Esk, 4 March	100%	100% with 66% feeling very connected	Dementia advice, Retirement living options, first aid CPR
Kilcoy Connects, Kilcoy, 11 March	Not obtained, due to CDC vacancy		

### Information and referrals

<b><i>Referring centre/role</i></b>	<b><i>Total number of people assisted</i></b>	<b><i>Any trends (including topic and location)</i></b>	<b><i>How enquirers heard about the service (number of referrals for each method e.g. repeat user (1), Care and Concern (1))</i></b>
Esk Community Connection Point	7	ER, voting, mental health	Repeat (3) Word of Mouth (2) Sandwich Brd (2)
Kilcoy Community Connection Point	1	Health	Word of Mouth (1)
Toogoolawah Community Connection Point	Not operational	N/A	N/A
CDC	1	Fire Warden info	Word of Mouth (1)

### Planned activities

The following activities were proposed by the former CDC and will be supported in the future. It is now also proposed that the form filling service will also offer basic resume preparation support to help connect with additional vulnerable residents and young people.

<b><i>Locality</i></b>	<b><i>Activity name</i></b>	<b><i>Description</i></b>	<b><i>Partner</i></b>	<b><i>Frequency</i></b>	<b><i>Commencement date</i></b>
Fernvale	Form filling service	Personal capacity building and information and referral	NIL - CDC	Weekly – Wednesday morning	TBC
Fernvale	Community Skill Share	Social inclusion	TBC	Monthly – last	TBC



				Wednesday from 5pm – 7pm	
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The new CDC would like to thank everyone for being so welcoming and supportive, and is looking forward to working with the new council.

#### Attachments

Nil

#### Recommendations

THAT the report be received and the contents noted.

<b>Decision:</b>	Moved - Cr Gaedtke	Seconded - Cr Ogg
	"THAT the report be received and the contents noted."	
		<u>Carried</u>

<b>Subject:</b>	<b>YDO Report - February 2016</b>
<b>File Ref:</b>	<b>Community Services - Youth Development - Youth Services</b>
<b>Action Officer:</b>	<b>Youth Development Officer</b>

#### Background/Summary

The following report contains an overview of the key projects and activities of the youth development officer (YDO) for February 2016 and outlines planned projects and proposals for future youth related projects.

#### Networks, partnerships and local connections

The youth development officer (YDO) continues to liaise with the wider community to discuss and advocate the needs of local young people in the region, and the key issues and projects relevant to the YDO role.

Networks and committees attended, and key engagements:

- Anglicare Southern Queensland
- Ipswich Community Youth Service (ICYS)
- Australian Skateboarding Community Initiative (ASCI)
- Lowood local Aboriginal Elders
- Department of Aboriginal and Torres Strait Islander Partnerships
- Department of Education, Training and Employment
- Challenge Employment and Training
- Evocca College
- Southern Cross Advanced Driving School
- Toogoolawah State High School
- Lowood State High School
- Kilcoy State High School
- Linville State School
- Harlin State School
- Toogoolawah State School
- Esk State School
- Coominya State School



- Lowood State School
- Tarampa State School
- Mt Tarampa State School
- Fernvale State School
- Clarendon State School
- Glamorgan Vale State School
- Minden State School
- Patrick Estate State School
- Prenzlau State School
- Lockyer Valley Regional Council's Community Development and Engagement Officer
- Lockyer Valley Regional Council's Sport and Recreation Officer
- Toowoomba Regional Council's Youth Development Officer
- Ipswich City Council's Youth Development Officer
- Lowood Lions
- Lowood Police
- Queensland Police-Citizens Youth Welfare Association
- Ipswich PCYC
- Lowood Community Action Group
- Rogue and Rouge Foundation
- Ipswich and Toowoomba Headspace
- Mercy Family Services
- Queensland Council of Social Services (QCROSS)
- Kontraband Studios
- Deadly Choices
- Community Advisory Meeting
- Brisbane Valley Interagency Meeting
- Kilcoy Interagency Meeting
- Linville Mobile Hub
- Moore Mobile Hub
- Australian Defence Force Recruiting
- Queensland Police Force Recruiting
- Busy at Work
- QUT
- Boystown
- University of the Sunshine Coast
- University of Southern Queensland
- University of Queensland
- Tafe
- Ipswich State High School
- Somerset Region Business Alliance (SRBA)

### General activities and key projects undertaken

A listing of key events and projects with a brief outline summary, please note that there may be other events or activities not included.

- **PCYC's 'Braking the Cycle' (BTC)** commenced on Tuesday 2 February 2016, and continues to run weekly from Lowood Hub. Weekly 90 minute driving sessions from 9am to 4:30pm. YDO has been coordinating these sessions, and recruiting and enrolling new learners and mentors.
- On 16 December 2015, YDO and Anglicare facilitated an **Indigenous Cultural program** in Lowood. 22 people attended, including Aboriginal leaders from within Lowood, and Aboriginal community members travelled from Ipswich and Toowoomba to attend the program. This program involved young people in cultural



art, using existing materials. Parents and carers were asked to provide feedback and input for this program to continue weekly in Term One 2016 as an after school program, similar to the previous Gurumba Bigi program. This feedback was then used by the YDO, Anglicare and Lowood Aboriginal Community Leaders to design a sustainable, community driven program, which commenced on Thursday 18 February 2016 at the Lowood Community Centre on which date there were 15 young people and 12 guardians/carers in attendance. Week two of the program, Thursday 25 February 2016 saw 18 young people in attendance. As of week three, program content will be delivered by Aboriginal community leaders, with Anglicare and Council providing resources and behavioural assistance.

- The YDO has been continuing to provide assistance to Headspace and Ipswich Community Youth Service (ICYS) to provide recommendations for their proposed **Youth Mental Health Forum**, to be held in Lowood on 22 June 2016. The aim of this event would be to engage young people from 15 schools, identified and invited by Headspace and ICYS, in conversations and workshops around mental health topics. YDO has been asked to be a member of the Steering Committee for this event, along with local police members, Fernvale Youth Inc, Lockyer Valley Regional Council's Community Engagement and Development Officer, Ipswich City Council's Child and Youth Development Officer, Anglicare Coordinator, several representatives from Queensland Health, local Indigenous Elders, staff from each of the three Somerset high schools, in addition to representatives from high schools outside of Somerset. In terms of financial assistance, the YDO has been asked if Council can provide transport for Toogoolawah and Kilcoy State High Schools to attend.
- The YDO has approached all primary and secondary schools in Somerset in attempts to coordinate **various free youth programs, facilitated by Anglicare Southern Queensland**. These programs focus on healthy relationships, emotional intelligence, anger management, developing social inclusion, health and nutrition education, transition assistance for Kindy to Prep, and Year 6 to Year 7. In addition to the youth programs, there are several programs aimed at parents and care-givers, including nutrition education, lunchbox ideas, and managing teenagers and emotions. There are several upcoming meetings with the YDO, Anglicare and Somerset schools scheduled throughout February 2016 to coordinate the delivery of these programs throughout Somerset.

With the encouragement and support of Council's CDC, several afterschool activities or 'Kids Clubs' are commencing throughout February and March, alternating between the Toogoolawah Community Connection Point and the Fernvale Community Hall.

- The YDO has been approached by Lowood State High School, Lowood State School, Mercy Family Services and Anglicare to provide information and assistance with establishing a **Memorandum of Understanding (MoU) between the schools and Lowood businesses** for school aged children not to be served during school hours unless accompanied by a parent or guardian. Both schools are experiencing a significant number of students leaving the schools grounds after being dropped off by care givers or buses, and are purchasing energy drinks and lollies from various Lowood businesses before returning to school late for the first class, or not returning at all. This is causing the schools several problems, firstly schools have a duty of care to students once they arrive on school grounds of a morning, secondly students who are consuming multiple energy drinks are displaying behavioural problems, and obviously there's the associated truancy concerns. Lowood Police are supportive of this proposal, as is the President of the Somerset Region Business Alliance (SRBA).



This type of MoU has been implemented several years ago by Ipswich State High School, and is currently still in place with positive feedback. I am in talks with this school and their school-based police officer.

- YDO attended the **high school leader induction ceremonies** for Kilcoy, Toogoolawah and Lowood State High Schools throughout February.
- YDO provided mentoring assistance on three separate occasions to senior Lowood State High School students in preparing their speeches for **Lowood Lions Youth of the Year** event. YDO was not available to attend this event in person or be on the judging panel as requested due to personal commitments.

### Recommendation

THAT the report be received and the contents noted.

<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Brieschke
	"THAT the report for February 2016 be received and the contents noted."	
		<u>Carried</u>

<b>Subject:</b>	<b>YDO Report - March 2016</b>
<b>File Ref:</b>	<b>Community Services - Youth Development - Youth Services</b>
<b>Action Officer:</b>	<b>Youth Development Officer</b>

### Background/Summary

The following report contains an overview of the key projects and activities of the youth development officer (YDO) for March 2016 and outlines planned projects and proposals for future youth related projects.

#### Networks, partnerships and local connections

The youth development officer (YDO) continues to liaise with the wider community to discuss and advocate the needs of local young people in the region, and the key issues and projects relevant to the YDO role.

Networks and committees attended, and key engagements:

- Anglicare Southern Queensland
- Ipswich Community Youth Service (ICYS)
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- Lowood local Aboriginal Elders
- Department of Aboriginal and Torres Strait Islander Partnerships
- Department of Education, Training and Employment
- Challenge Employment and Training
- Evocca College
- Southern Cross Advanced Driving School
- Toogoolawah State High School
- Lowood State High School
- Kilcoy State High School
- Linville State School



- Harlin State School
- Toogoolawah State School
- Esk State School
- Coominya State School
- Lowood State School
- Tarampa State School
- Mt Tarampa State School
- Fernvale State School
- Clarendon State School
- Glamorgan Vale State School
- Minden State School
- Patrick Estate State School
- Prenzlau State School
- Lockyer Valley Regional Council's Community Development and Engagement Officer
- Lockyer Valley Regional Council's Sport and Recreation Officer
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- Ipswich City Council's Youth Development Officer
- Lowood Lions
- Lowood Police
- Kilcoy Police
- Kilcoy Lions
- Queensland Police-Citizens Youth Welfare Association
- Ipswich PCYC
- Lowood Community Action Group
- Rogue and Rouge Foundation
- Ipswich and Toowoomba Headspace
- Mercy Family Services
- Queensland Council of Social Services (QCOS)
- Kontraband Studios
- Deadly Choices
- Brisbane Valley Interagency Meeting
- West Moreton Youth Interagency Meeting
- Toogoolawah State High School Active Citizen Launch
- Linville Mobile Hub
- Moore Mobile Hub
- Australian Defence Force Recruiting
- Queensland Police Force Recruiting
- Busy at Work
- QUT
- Boystown
- University of the Sunshine Coast
- University of Southern Queensland
- University of Queensland
- TAFE
- Ipswich State High School
- Somerset Region Business Alliance (SRBA)

### **General activities and key projects undertaken**

A listing of key events and projects with a brief outline summary, please note that there may be other events or activities not included.

- **PCYC's 'Braking the Cycle' (BTC)** driver mentor program commenced on Tuesday 2 February 2016, and continues to run weekly from Lowood Hub. Weekly 90 minute driving sessions from 9am to 4:30pm. YDO has been coordinating these sessions,



and recruiting and enrolling new learners and mentors. As of April, the Lowood Hub position will coordinate this program until the current memorandum of understanding expires in June 2016, with the YDO offering support as needed.

- YDO and SRO facilitated **free pool movie nights** using equipment borrowed from Toowoomba Regional Council. A free pool movie night was held at the Lowood Swimming Pool on Friday 18 March with an attendance of more than 80 people. The second free pool movie night was held at the Kilcoy Aquatic Centre on Saturday 19 March, however due to a severe weather warning in the area, numbers were lower than anticipated at 40. Due to lightning we relocated from the pool at the lifeguards' requests to the grassy area of the Kilcoy Sports Centre and Gym.
- On 16 December 2015, YDO and Anglicare facilitated an Indigenous cultural program consultation afternoon in Lowood. 22 people attended, including Aboriginal leaders from within Lowood, and Aboriginal community members travelled from Ipswich and Toowoomba to attend the program. This program engaged young people in cultural art activities, using existing materials from the previous Gurumba Bigi afterschool program. Parents and carers were asked to provide feedback and input for this program to continue as a grassroots, community driven weekly **afterschool Indigenous cultural program** in Term One 2016. This feedback was then used by the YDO, Anglicare and Lowood Aboriginal Community Leaders, Custodians and Elders to design an appropriate program, which commenced on Thursday 18 February 2016 at the Lowood Community Centre on which date there were 15 young people and 12 guardians/carers in attendance. Since then this program has continued weekly with similar numbers attending, and with Anglicare and Council providing resources and behavioural assistance. To date an art piece (traditional talking stick) has been completed to submit to the Lowood NAIDOC event. As of Term Two, the Lowood Indigenous cultural program will be delivered solely by Lowood Aboriginal Community Leaders, with support as required from the YDO. Term Two's focus will be on a dance routine for the June 2016 Lowood NAIDOC event.
- The YDO has been continuing to provide assistance to Headspace and Ipswich Community Youth Service (ICYS) for their proposed **Youth Mental Health Forum**, to be held in Esk on 4 August 2016. The aim of this event would be to engage young people from 15 schools, identified and invited by Headspace and ICYS, in conversations and workshops around mental health topics. YDO has been asked to be a member of the Steering Committee for this event, along with local police members, Fernvale Youth Inc, Lockyer Valley Regional Council's Community Engagement and Development Officer, Ipswich City Council's Child and Youth Development Officer, Anglicare Coordinator, several representatives from Queensland Health, local Indigenous Elders, staff from each of the three Somerset high schools, in addition to representatives from high schools outside of Somerset. In terms of financial assistance, the YDO has been asked if Council can provide transport for the three Somerset high schools to attend the event.
- The YDO has attended all primary and secondary schools in Somerset in attempts to assist in coordinating the delivery of **various free youth and family programs, facilitated by Anglicare Southern Queensland**. These programs focus on healthy relationships, emotional intelligence, anger management, developing social inclusion, health and nutrition education, transition assistance for Kindy to Prep, and Year 6 to Year 7. In addition to the youth programs, there are several programs aimed at parents and care-givers, including nutrition education, lunchbox ideas, and managing teenagers and emotions.



With the encouragement and support of Council's CDC, several afterschool activities or 'Kids Clubs' commenced throughout February and March, alternating between the Toogoolawah Community Connection Point and the Fernvale Community Hall. The Fernvale 'Kids Club' will not proceed in Term Two at this stage due to limited attendance, despite strong interest from surrounding primary schools. Toogoolawah 'Kids Club' will continue in Term Two.

- The YDO has been approached by Lowood State High School, Lowood State School, Mercy Family Services and Anglicare to provide information and assistance with establishing a **Memorandum of Understanding (MoU) between the two Lowood schools and Lowood businesses** for school aged children not to be served during school hours unless accompanied by a parent or guardian. Both schools are experiencing a significant number of students leaving the schools grounds after being dropped off by care givers or buses, with these students then purchasing energy drinks and lollies from various Lowood businesses before returning to school late for the first class, or not returning at all. This is causing the schools several problems, firstly schools have a duty of care to students once they arrive on school grounds of a morning, secondly students who are consuming multiple energy drinks are displaying behavioural problems, and obviously there's the associated truancy concerns. Lowood Police are supportive of this proposal, as is the President of the Somerset Region Business Alliance (SRBA).

This type of MoU has been implemented several years ago by Ipswich State High School, and is currently still in place with positive feedback. I have consulted, and continue to consult, this school and their school-based police officer regarding the logistics of this type of MoU.

- YDO and SRO attended the **high school leader investiture ceremonies** for Kilcoy, Toogoolawah and Lowood State High Schools throughout February.
- YDO provided mentoring assistance on three separate occasions to senior Lowood State High School students in preparing their speeches for **Lowood Lions Youth of the Year** event. YDO was not available to attend the weekend event in person and be on the judging panel as requested due to personal commitments.
- YDO performed the Community Development Coordinator role from 2 March 2016. YDO provided assistance during this period in coordinating the Mobile Hub rosters, and the Interagency Meetings.
- YDO and SRO participated in three **mentor training sessions** with Evocca College students and Nicole Gibson from the Rogue and Rouge Foundation in preparation for the upcoming **Somerset Youth Leadership Camp and Forum** in the first week of April.
- YDO was invited to be part of the **Ipswich District Child Protection Week Committee**. This involves attending monthly meetings at Yamanto Police Station to assist in preparing annual events pertaining Child Protection Week for the Ipswich District (for Somerset this includes Minden, Fernvale, Lowood, Coominya and surrounding areas). 2016 Child Protection Week will include a symposium at Fernvale State School with book donations gifted to The Pyjama Foundation. (A charity which assists young people subject to Child Protection Orders / foster care with learning and life skills.



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Nil

THAT the report be received and the contents noted.

<b><i>Decision:</i></b>	Moved - Cr Whalley	Seconded - Cr Brieschke
	"THAT the report for March 2016 be received and the contents noted."	
	<i>Carried</i>	

**Subject:** Sport and Recreation report – February 2016  
**File Ref:** Governance – Reporting – Officer Reports  
**Action Officer:** SRO

The following report contains an overview of current activities of the sport and recreation officer (SRO) and an update of projects in planning phase and future proposals as of the end of February 2016.

## 1. Operate Indoor Sports Facilities

Points to note and/or highlights from the January sports facility reports.

- There were 1,649 attendees at the centre in January 2016. Attendances were higher than previous month. Attendances are lower in comparison to January 2015.
- Gym memberships for January 2016 are lower than figures recorded in the previous January 2015. The centre saw 22 new members for January 2016.
- Internal and external marketing and promotional initiatives included regular Facebook updates (which saw an increase of 38 likes), existing member challenges and a new year's resolution program which yielded 22 new direct debit memberships.

- There were 87 attendances recorded at the gym in January; gym attendance is lower than the previous month and overall attendances at the Toogoolawah Community Gym and Swimming Pool are lower than last month however attendances are higher than the same period in 2015.
- Memberships at the gym and pool are lower than during the same period in 2015, however are higher than last month.
- Internal and external marketing and promotional initiatives included Facebook updates which included humorous posts to engage the members.

- There were 277 attendances recorded in January; attendance at the Sports Centre and Gym has decreased from last month except for casual gym visits which saw an increase. Centre attendances are also lower than figures recorded during the same period in 2015.



- Memberships for the Sports Centre and Gym and Aquatic Centre are higher than during the same period in 2015, and also slightly higher than previous month.
- Promotional and marketing initiatives included Facebook updates, photos of Australia Day celebration day on both Facebook and in local newspapers.

The SRO, with assistance from other Council officers, continued developing tender documents and updated agreements for the management of the three gyms and recreation centres. Current agreements are due to expire in August 2016.

## **2. Swimming pools maintained in operating condition**

### *Toogoolawah Pool*

- There were 1,275 attendances recorded for January; these figures are significantly lower than attendances recorded last month however there is a slight increase in comparison to the same period in 2015.
- Memberships at the gym and pool are higher than last month however are lower than the same period in 2015.
- Internal and external marketing and promotional initiatives included Facebook updates with photos of patrons enjoying their time spent at the pool.

### *Kilcoy Aquatic Centre*

- There were 1,929 attendances recorded for January; these figures are lower than attendances recorded last month and also the figures recorded during the same period in 2015.
- Membership figures for the centre are higher than figures recorded last month and also for the same period in 2015.

### *Esk Pool*

- There were 638 attendances recorded for January.
- Marketing and promotional initiatives included promotion of Learn-To-Swim lessons, centre programs and swimming squad information.

### *Lowood Pool*

- There were 3,180 attendances recorded for January.
- Marketing and promotional initiatives included promotion of Learn-To-Swim lessons, centre programs and Australia Day celebrations.

The SRO conducted a random general inspection of the four swimming pool facilities during February.

The SRO, with assistance from other Council officers, continued developing tender documents and updated agreements for the management of the three gyms and recreation centres. Current agreements are due to expire in August 2016.

## **3. Increased awareness of sport, recreation and healthy lifestyle issues relevant in the region**

The SRO provided information for several media releases during the month of February including those for the Get Out Get Active program, Active Ageing program and also the addition of skateboards and helmets to the Somerset library loan scheme.

Information for this series of events as well as other sport and recreation events were requested for inclusion on Council's events calendar and Facebook page. Updates were also made to the Active and Healthy webpage on Council's website.



The SRO continued to inform the community about upcoming events such as the Get Out Get Active program, the Active Ageing Program and other opportunities. The SRO provided information on these events and other opportunities, including grant information and promotional opportunities, to sporting groups and other community members.

#### **4. Assessment of the needs of the community for the delivery of sport and recreation**

The SRO liaised with several organisations and community members in February to discuss sport and recreation programs and needs in the community. This included attending Kilcoy & Esk Interagency meetings. Such programs and needs include the upcoming *Get Out, Get Active* program. The SRO will continue to work with these stakeholders in the future to progress these various projects.

#### **5. Community participation in physical activity**

##### *Active Ageing*

The SRO continued distributing flyers throughout the region for the program.

Further promotion of this program will continue through March when the program starts; the program runs from March to May. Activities include free exercise clinics and free activities at local clubs and businesses for Somerset residents aged 50 years and older.

##### *Get Out Get Active*

The SRO started the distribution of flyer/registrations forms. The promotion of this program included parade talks and meetings with relevant schools. Touch Football is scheduled to commence on the 15<sup>th</sup> of April and run through the whole of term 2. The SRO will continue to liaise with Queensland Touch Football to ensure the program runs smoothly.

##### *Get Active and Healthy in Somerset Directory 2016*

The SRO confirmed necessary information and has received most all of the necessary information from local clubs and all necessary content from health organisations; the SRO developed the electronic and printed directories. The SRO started distributing the directories through all relevant outlets.

##### *High School Leader Investiture Ceremonies*

SRO and Youth Development Officer (YDO) attended the high school leader investiture ceremonies for Kilcoy, Toogoolawah and Lowood State High Schools throughout February.

##### *Mentor Training Sessions*

SRO and YDO participated in three mentor training sessions with Evocca College students and Nicole Gibson from the Rogue and Rouge Foundation in preparation for the upcoming Somerset Youth Leadership Camp and Forum in the first week of April.

##### *Somerset Rail Trail Fun Run*

The SRO attended a meeting with relevant Council officers regarding the 2016 Somerset Rail Trail Fun Run. The SRO started receiving sponsorship proposals back from sponsors and also started the construction of the online registration during February. The meeting with relevant Council officers included discussion around upcoming task and duties that are to be completed in February,

##### *LIFE – Workplace Wellness*

The SRO attended a meeting to discuss upcoming LIFE initiatives from February to June.

#### **6. Develop appropriate management strategies**

The SRO liaised with management at Belgravia Leisure, Somerset Sport and Aquatics, the



facilities maintenance coordinator and other relevant stakeholders regarding various facilities.

**7. More community participation in physical activity through progressively implementing Parkland Strategies and Recreation Framework**

Recommendation 3.6.1 – the SRO continues to communicate with clubs and the community on matters relating to sport and recreation through inclusions in local newspapers, Council's webpage, email notices, Facebook updates, newsletters and noticeboards.

Recommendation 3.1.1 – the SRO continues to assist as needed on Council's successful Round 1 application for *Get Playing Plus* for Fernvale Sports Park. This included liaising with AFL Queensland, Queensland Rugby League, Queensland Cricket and Football Queensland. The SRO received a response regarding the expression of interest submitted for Round 2 of *Get Playing Plus*; the expression of interest was successful. The SRO commenced working on a project proposal for Round 2 of *Get Playing Plus*. The proposal will see upgrades to the Lowood Recreational Complex if successful.

**8. Multiple use of recreation reserves**

Nothing to report this month.

**9. More information is made available to clubs to enable the clubs to operate effectively**

*Club Liaison*

- The SRO attended a meeting of the Lowood Recreation Complex Association and provided support in regards to constitution updates.
- Several emails were sent to clubs in Somerset this month. These included; the latest grant information; information on sporting opportunities; and information regarding the 2016 Get Active and Healthy in Somerset directory.
- The SRO liaised with a few individual clubs on a variety of topics including the Get Active and Healthy in Somerset Directory, the Active Ageing Program and other matters.

**10. Grants approved**

Nothing to report this month.

**11. Sports equipment library developed**

The statistics for Active & Healthy – February

Esk - 5 loans

Kilcoy - 5 loans

Lowood - 8 loans

Toogoolawah - 2 loans

There were 20 issues of sports equipment for the month of February. The SRO promoted this resource through media releases and the inclusion of new equipment. The new equipment included skateboards and helmets.

<b>Attachments</b>
--------------------

Centre Attendance reports for the month of January for Fernvale Indoor Sports Centre, Kilcoy Indoor Sports Centre and Gym and Kilcoy Aquatic Centre, Toogoolawah Community Gym and Toogoolawah Swimming Pool, Esk Swimming Pool and Lowood Swimming Pool.



<b>Subject:</b>	<b>Sport and Recreation report – March 2016</b>
<b>File Ref:</b>	<b>Governance – Reporting – Officer Reports</b>
<b>Action Officer:</b>	<b>SRO</b>

### **Background/Summary**

The following report contains an overview of current activities of the sport and recreation officer (SRO) and an update of projects in planning phase and future proposals as of the end of March 2016.

## ***Vibrant Somerset***

### **1.0 Operate Indoor Sports Facilities**

Points to note and/or highlights from the December sports facility reports.

#### ***Fernvale Indoor Sports Centre***

- There were 2,043 attendees at the centre in February 2016. Attendances were higher than figures recorded in the previous month due to people being back from Christmas Holidays.
- Gym memberships for February are higher than figures recorded in the previous month, however they are lower than the figures recorded during the same period in 2015.
- Internal and external marketing and promotional initiatives included facebook updates, existing member challenges and rewards. During February external marketing was aimed at ensuring new members have access to a free online 10 week nutrition plan to support their fitness goals.

#### ***Toogoolawah Community Gym***

- There were 171 attendances recorded in February; gym attendances are higher than the previous month. Overall attendances at the Toogoolawah Community Gym and Swimming Pool are higher than during the same period in 2015.
- Memberships at the gym and pool are lower than during the same period in 2015, and also lower than the figures recorded in the previous month.
- Internal and external marketing and promotional initiatives included facebook updates with inspiring member stories and humorous pictures and quotes.

#### ***Kilcoy Indoor Sports Centre and Gym***

- There were 432 attendances recorded in February; attendance at the Sports Centre and Gym has increased from the figures recorded last month last month. Centre attendances are higher than the figures recorded during the same period in 2015.
- Memberships for the Sports Centre and Gym and Aquatic Centre are higher than during the same period in 2015, and also higher than membership figures recorded in the previous month.
- Promotional and marketing initiatives included facebook updates, promotion of new programs and nutritional information for members.

The SRO and Facilities Maintenance Coordinator are continuing to update non-compliant areas of the gym and recreation centre facilities following the outcomes of the Gym and Recreation Centre Checklists.

The SRO, with assistance from other Council officers, continued working on tender documents and updated agreements for the management of the three gyms and recreation centres; the current agreements are all due to expire in August 2016. Tender documents should be finalised mid to late April.



## 2.0 Swimming pools maintained in operating condition

### *Toogoolawah Pool*

- There were 1,412 attendances recorded for February; these figures are higher than attendances recorded last month. Attendance figures are higher than figures recorded during the same period in 2015.
- Memberships at the gym and pool are lower than during the same period in 2015, and are also lower than figures recorded last month.
- Promotional and marketing initiatives included facebook updates, promotion of new programs and inspiring member insights.

### *Kilcoy Aquatic Centre*

- There were 2,906 attendances recorded for February; these figures are higher than attendances recorded last month. The figures recorded for this month are also higher than the figures recorded during the same period in 2015.
- Memberships have increased from the previous month and are also higher than the figures recorded during the same period in 2015.

### *Esk Pool*

- There were 1,584 attendances recorded for February.
- Marketing and promotional initiatives included promotion of Learn-To-Swim lessons, centre programs, Australia Day celebrations, seniors swim time and swimming squad information.

### *Lowood Pool*

- There were 4,944 attendances recorded for February.
- Marketing and promotional initiatives included promotion of Learn-To-Swim lessons and centre programs.

The SRO and the Facilities Maintenance Coordinator (FMC) have continued to improve the pools as necessary following the completion of the Safe Pool Operation Checklists. Additional signage has now been placed at Lowood Swimming Pool.

The SRO, with assistance from other Council officers, continued working on tender documents and updated agreements for the management of the three gyms and recreation centres; the current agreements are all due to expire in August 2016. Tender documents should be finalised mid to late April.

## 3.0 Increased awareness of sport, recreation and healthy lifestyle issues relevant in the region

The SRO provided information for a number of media releases during the month of March including those for the Active Ageing and Get Out Get Active program. Information on various events were requested for inclusion on Council's events calendar and facebook page. Relevant updates were made to the Active and Healthy webpage on Council's web site.

The SRO continued to inform the community about upcoming events and programs including Free Pool Movie Nights, Active Ageing and Get Out Get Active programs, Annual Somerset Skate Championships and other opportunities as they arose. The SRO provided information on upcoming grants to sporting groups and other community members.



#### 4.0 Assessment of the needs of the community for the delivery of sport and recreation

The SRO liaised with several organisations and community members in March to discuss sport and recreation programs and needs in the community. The SRO will continue to work with these stakeholders in the future to progress these various projects.

#### 5.0 Community participation in physical activity

##### *Lowood/Kilcoy Pool movie night*

SRO and Youth Development Officer (YDO) facilitated free pool movie nights using equipment borrowed from Toowoomba Regional Council. A free pool movie night was held at the Lowood Swimming Pool on Friday 18 March with an attendance of more than 80 people. The second free pool movie night was held at the Kilcoy Aquatic Centre on Saturday 19 March, however due to a severe weather warning in the area, numbers were lower than anticipated at 40. Due to lightning we relocated from the pool at the lifeguards' requests to the grassy area of the Kilcoy Sports Centre and Gym.

##### *Active Ageing*

Active Ageing commenced in March with 4 clinics held in Kilcoy and Fernvale with a report to be generated by exercise physiologist Steven Royle which will entail attendance statistics and recommendations.

Activity sessions also commenced during March with the following participation data recorded:

Activity	Location	Date/s	Time	Contact	Attendance
<b>Lawn bowls;</b> Includes green fees, loan of bowls and morning tea for over 50s.	Esk Bowls and Community Club 23 Esk Hampton Road, <b>Esk</b>	Wednesday 9 March	9am for a 9.30am start	Esk Bowls and Community Club: (07) 5424 1213 After hours Linda Winkeler: (07) 5424 2569	0 (Rained off)
<b>Tennis;</b> some equipment available (please bring a racket if you have one), tennis shoes/sneakers, hat, water, sunscreen.	Esk Tennis Club Esk Hampton Road, <b>Esk</b>	Friday 11 March	10am to 12pm	Leonie Myles: 0419 728 316 myles1@skymesh.com.au	4 (All were existing members of the club)
<b>Golf;</b> some equipment available (please bring own clubs if you own a set).	Toogoolawah Golf Club Annette Street, <b>Toogoolawah</b>	Wednesday 16 March	From 9am	Judie Marschke: (07) 5423 1509 or 0407 130 596	9

The SRO will capture data from upcoming activity sessions to include in future reports.

##### *Get Out Get Active – Round 2*

The SRO continued promotion of the Get Out Get Active program. The SRO liaised with contacts from Touch Football Queensland and Little Athletics Queensland to arrange a meeting to discuss various aspects of the program to ensure it runs smoothly.



*Get Active and Healthy in Somerset Directory 2016*

The SRO continued promotion of the Get active and healthy in Somerset Directory through meetings with various schools to advise of the resource available to them.

*Somerset Rail Trail Fun Run*

The SRO attended a meeting with relevant Council officers regarding the 2016 Somerset Rail Trail Fun Run. The SRO confirmed sponsors for the 2016 Somerset Rail Trail Fun Run with the major sponsor being Fernvale Downs Estate. Other matters were discussed in regards to tasks and responsibilities that were appointed to relevant Council officers.

*LIFE – Workplace Wellness*

The SRO, with the assistance of other Council officers, constructed a newsletter article informing fellow staff members of free social fitness sessions available to them. LIFE social golf day was held on 5 March 2016 and was received well by the staff members who participated.

*Mentor Training Sessions*

SRO and YDO participated in three mentor training sessions with Evocca College students and Nicole Gibson from the Rogue and Rouge Foundation in preparation for the upcoming Somerset Youth Leadership Camp and Forum in the first week of April.

*Somerset Interschool Sports Cup*

The SRO attended a meeting with representatives from Lowood, Toogoolawah and Kilcoy State high School to discuss logistics and other matters regarding the Somerset Interschool Sports Cup set to be held on the 10 June.

**6.0 Develop appropriate management strategies**

The SRO liaised with management at Belgravia Leisure, Somerset Sport and Aquatics, the facilities maintenance coordinator and other relevant stakeholders regarding various facilities.

**7.0 More community participation in physical activity through progressively implementing Parkland Strategies and Recreation Framework**

Recommendation 3.6.1 – the SRO continues to communicate with clubs and the community on matters relating to sport and recreation through inclusions on Council's webpage, email notices, facebook updates, newsletters and noticeboards.

Recommendation 3.1.1 – the SRO continues to assist as needed on Council's successful Round 1 application for *Get Playing Plus* for Fernvale Sports Park. This included facilitating a meeting with representatives from the Queensland Rugby League and the National Rugby League to secure contributions for the Fernvale Sports Park. The SRO sent a letter to Football Queensland for contributions sought for the Fernvale Sports Park.

**8.0 Multiple use of recreation reserves**

Nothing to report this month.

**9.0 More information is made available to clubs to enable the clubs to operate effectively***Club Liaison*

- The SRO liaised with a few individual clubs on a variety of topics including grants, the Get Active and Healthy in Somerset Directory and other matters.
- The SRO attended the Annual General Meeting for the Lowood Recreation Complex Association and provided assistance with their constitution and other matters. The



- SRO was present and involved in the voting of the new committee
- The SRO had phone conversations with newly formed Brisbane Valley Rattlers Junior Australian Football Club in regards to the future development of the club.

#### 10. Grants approved

Nothing to report this month.

#### 11. Sports equipment library developed

Esk	9 items
Kilcoy	7 items
Lowood	14 items
Toogoolawah	7 items

There were 37 issues of sports equipment for the month of March.

#### Attachments

Centre Attendance reports for the month of February for Fernvale Indoor Sports Centre, Kilcoy Indoor Sports Centre and Gym and Kilcoy Aquatic Centre, Toogoolawah Community Gym and Toogoolawah Swimming Pool, Esk Swimming Pool and Lowood Swimming Pool.

#### Recommendation

THAT the report be received and the contents noted.

#### Decision:

Moved - Cr Whalley

Seconded - Cr Hall

"THAT the Sport and Recreation reports for February and March 2016 be received and the contents noted."

Carried

<b>Subject:</b>	<b>Vandalism Report - February 2016</b>
<b>File Ref:</b>	<b>Risk management - risk assessment - Vandalism - Doc Id. 872313</b>
<b>Action Officer:</b>	<b>MCORP</b>

#### Background/Summary

Council has previously resolved to be informed of incidences of wilful damage and destruction of Council property.

The following incident occurred during February 2016:

Date	Location	Incident
8/02/16	Pipeliners Park, Esk	Report received 8/2/16 that a tap was vandalised between the railway station and the old baggage room.

The Vandalism Repair Costs until 29 February 2016 are attached. There were no Insurance Claims relating to Vandalism for the month of February 2016.

#### Attachments

Table – Vandalism Repair Costs until 29 February 2016



**Recommendation**

THAT the report be received and the contents noted.

<b>Subject:</b>	<b>Vandalism – March 2016</b>
<b>File Ref:</b>	<b>Risk management - risk assessment - Vandalism</b>
<b>Action Officer:</b>	<b>MCORP</b>

**Background/Summary**

Council has previously resolved to be informed of incidences of wilful damage and destruction of Council property.

There were no incidents reported during March 2016.

The Vandalism Repair Costs until 31 March 2016 are attached. There were no Insurance Claims relating to Vandalism for the month of March 2016.

**Attachments**

Table – Vandalism Repair Costs until 31 March 2016

**Recommendation**

THAT the report be received and the contents noted.

<b>Decision:</b>	Moved - Cr Hall	Seconded - Cr Ogg
	"THAT the vandalism reports for February and March 2016 be received and the contents noted."	
	<u>Carried</u>	

<b>Subject:</b>	<b>RADF - Regional Arts Development Fund Committee Meeting – 7 March 2016</b>
<b>File Ref:</b>	<b>Recreation and cultural services - programs - 2015 - 2016 - RADF - Doc Id. 867986, 869424, 869058, 869264, 868631, 868777, 868770, 873713</b>
<b>Action Officer:</b>	<b>MCORP</b>

**Background/Summary**

The Regional Arts Development Funding Committee met on Monday, 7 March, 2016 to discuss miscellaneous items of business.

**Attachments**

Meeting Report for RADF Meeting

**Recommendation**

THAT:

- (a) the Meeting Report for the RADF Committee meeting held on Monday, 7 March 2016 be received and adopted;



(b) the decision to approve RADF funding for the following projects be endorsed:

1. *Singing and Songwriting Techniques* submitted by the Kilcoy Pastoral, Agricultural and Industrial Society, for the amount of \$2,050 (excl. GST).
2. *Somerset Regional Museums Exhibition Development and Production Workshops* submitted by the Toogoolawah and District History Group, for the amount of \$4,000 (excl. GST).
3. *18 Poles Project – Somerset Art Collective* submitted by Shannon Fitzsimmons, for the amount of \$2,411.32 (excl. GST).

(c) the decision not to approve RADF funding for the following projects be endorsed:

1. *Australian Facepainters* submitted by Wendy Harrington, for the amount of \$2,957 (excl. GST).
2. *Somerset Photography Project / PicturEsk Photo Workshops* submitted by Callan Lewis, for the amount of \$5,667.40 (excl. GST).

<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Ogg
"THAT:		
(a) the Meeting Report for the RADF Committee meeting held on Monday, 7 March 2016 be received and adopted;		
(b) the decision to approve RADF funding for the following projects be endorsed:		
<ol style="list-style-type: none"> <li>1. <i>Singing and Songwriting Techniques</i> submitted by the Kilcoy Pastoral, Agricultural and Industrial Society, for the amount of \$2,050 (excl. GST).</li> <li>2. <i>Somerset Regional Museums Exhibition Development and Production Workshops</i> submitted by the Toogoolawah and District History Group, for the amount of \$4,000 (excl. GST).</li> <li>3. <i>18 Poles Project – Somerset Art Collective</i> submitted by Shannon Fitzsimmons, for the amount of \$2,411.32 (excl. GST).</li> </ol>		
(c) the decision not to approve RADF funding for the following projects be endorsed:		
<ol style="list-style-type: none"> <li>1. <i>Australian Facepainters</i> submitted by Wendy Harrington, for the amount of \$2,957 (excl. GST).</li> <li>2. <i>Somerset Photography Project / PicturEsk Photo Workshops</i> submitted by Callan Lewis, for the amount of \$5,667.40 (excl. GST)."</li> </ol>		
<u>Carried</u>		



<b>Subject:</b>	<b>Kilcoy Showground Reserve Overall Management Committee Meeting - 25 February 2016</b>
<b>File Ref:</b>	<b>Community services - meetings - 2015 - 2016 - Kilcoy Showground Reserve Overall Management Committee - Doc Id. 871790</b>
<b>Action Officer:</b>	<b>MCORP</b>

#### Background/Summary

The meeting of the Committee was held on Thursday, 25 February 2016.

#### Attachments

Meeting Report for Kilcoy Showground Reserve Overall Management Committee Meeting

#### Recommendation

THAT the meeting report for the quarterly meeting of the Kilcoy Showground Reserve Overall Management Committee Meeting held on Thursday, 25 February 2016 be received and noted.

<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Ogg
	<p>"THAT the meeting report for the quarterly meeting of the Kilcoy Showground Reserve Overall Management Committee Meeting held on Thursday, 25 February 2016 be received and noted."</p> <p style="text-align: right;"><u>Carried</u></p>	

<b>Subject:</b>	<b>Road Encroachments onto Seqwater land at Crossdale - Stanley Pocket Road - Lot 89 SL2950</b>
<b>File Ref:</b>	<b>Roads - planning - Roads off Alignment - Doc Id. 874272, 875928</b>
<b>Action Officer:</b>	<b>MCORP</b>

#### Background/Summary

Council has received advice from Seqwater that a freehold property at Crossdale, described as Lot 89 SL2950, is encroached by Council roads.

Lot 89 is currently subject to two (2) leases expiring in June 2016.

The proposed solution is for Council to make a simultaneous road closure and opening application to the Department of Natural Resources and Mines to:

- open two (2) parts of Lot 89 SL2950 as road (approximately 3,046 and 3,301m<sup>2</sup>, totalling approximately 6,347m<sup>2</sup>)
- close part of Stanley Pocket Road and add the land to Lot 89 SL2950 (approximately 6,382m<sup>2</sup>).

#### Attachments

Plan of proposed area to be opened and closed



### Recommendation

THAT Council make application to the Department of Natural Resources and Mines to simultaneously close and open road areas as follows:

- open two (2) parts of Lot 89 SL2950 as road (approximately 3,046 and 3,301m<sup>2</sup>, totalling approximately 6,347m<sup>2</sup>)
- close part of Stanley Pocket Road and add the land to Lot 89 SL2950 (approximately 6,382m<sup>2</sup>)

<b>Decision:</b>	Moved - Cr Hall	Seconded - Cr Brieschke
	<p>"THAT Council make application to the Department of Natural Resources and Mines to simultaneously close and open road areas as follows:</p> <ul style="list-style-type: none"> <li>- open two (2) parts of Lot 89 SL2950 as road (approximately 3,046 and 3,301m<sup>2</sup>, totalling approximately 6,347m<sup>2</sup>)</li> <li>- close part of Stanley Pocket Road and add the land to Lot 89 SL2950 (approximately 6,382m<sup>2</sup>)." </li></ul> <p style="text-align: right;"><u>Carried</u></p>	

<b>Subject:</b>	<b>Proposed Use of Council Land by Queensland Urban Utilities - QUU - Lots 1, 2 and 3 RP20798 - East Street Esk</b>
<b>File Ref:</b>	<b>Council properties - acquisition and disposal - Disposal of Land - Doc Id. 871867</b>
<b>Action Officer:</b>	<b>MCORP</b>

### Background/Summary

Correspondence has been received from Queensland Urban Utilities (QUU) querying if Council are amenable to the relocation of a Tanker Filling Station from Esk Hampton Road to East Street, Esk (Lots 1, 2 and 3 RP20798).

QUU have proposed that the Tanker Filling Station be relocated from its current position due to low water pressure, and to resolve fire flow service standards in the area. The new location of the TFS would allow QUU to install a new dedicated main to service the TFS, upgrade the water networks to meet the required fire flow service standards and resolve customer complaints received in the area in relation to the low water pressure.

In addition to the relocated Tanker Filling Station, QUU are seeking to construct an associated driveway. A sketch plan is attached.

These properties are Council freehold land, and are currently maintained by Council's Parks and Gardens crew as part of a parkland approach to the township.

QUU's proposal would significantly limit Council's use of Lots 1, 2 and 3 RP20798, given the proposed works would be installed on that part of the property providing road access to East Street. As such, Council may consider offering to sell these parcels to QUU.

As far as Council's tender requirements are concerned, s236 of the Local Government



Regulation 2012 provides an exception if the disposal of the interest in land is to a government agency, and Council, by resolution, decide that the exception may apply.

A local government may only dispose of an interest in land under s236 if the consideration for the disposal would be equal to, or more than, the market value of the interest in land, including the market value of any improvements on the land. However, there is an exception to this requirement when disposing of the interest in land to a government agency.

Alternatively, QUU may consider approaching:

- Seqwater to ascertain whether it is agreeable to QUU utilising part of Lot 1 SP221284 for the proposed purpose. This parcel is directly next door to Council's freehold parcels, and has a driveway already constructed.
- the Department of Natural Resources and Mines as to whether the proposed facilities could be constructed in the road reserve. The East Street road reserve is quite wide and the proposed facilities installed in the road reserve could negate the need for construction of an access.

#### **Attachment**

Attachment 1 – Sketch Plan of Proposal

Attachment 2 – Aerial Map of Subject Properties

#### **Recommendation**

THAT Council advise Queensland Urban Utilities to consider:

- (i) approaching Seqwater to ascertain whether it is agreeable to QUU utilising part of Lot 1 SP221284 for the proposed purpose;
- (ii) approaching the Department of Natural Resources and Mines as to whether the proposed facilities could be constructed in the road reserve; or
- (iii) submit an offer for the purchase of Lots 1, 2 and 3 RP20798, after consulting Council's planning section as to whether there are any planning requirements applicable to the proposal.

Further THAT Council:

- (iv) apply the exception under s236 of the Local Government Regulation 2012 allowing for the disposal of an interest in land to a government agency;
- (v) authorise the Chief Executive Officer to negotiate the terms of the proposed sale of land, should Queensland Urban Utilities wish to proceed with purchasing Lots 1, 2 and 3 RP20798.

#### **Decision:**

Moved - Cr Whalley

Seconded - Cr Ogg

“THAT Council advise Queensland Urban Utilities to consider:

- (i) approaching Seqwater to ascertain whether it is agreeable to QUU utilising part of Lot 1 SP221284 for the proposed purpose;



- (ii) approaching the Department of Natural Resources and Mines as to whether the proposed facilities could be constructed in the road reserve; or
- (iii) submit an offer for the purchase of Lots 1, 2 and 3 RP20798, after consulting Council's planning section as to whether there are any planning requirements applicable to the proposal.

Further THAT Council:

- (iv) apply the exception under s236 of the Local Government Regulation 2012 allowing for the disposal of an interest in land to a government agency;
- (v) authorise the Chief Executive Officer to negotiate the terms of the proposed sale of land, should Queensland Urban Utilities wish to proceed with purchasing Lots 1, 2 and 3 RP20798."

Carried

<b>Subject:</b>	<b>Request for Extension of Lease Area - Lease A on SP233464 - Kilcoy Art Society Inc - Lot 305 CG4123</b>
<b>File Ref:</b>	<b>Council properties - leasing out - Council Land and Buildings - Doc Id. 665463, AG726, 852509, 854729, 876292, 874224</b>
<b>Action Officer:</b>	<b>MCORP</b>

#### **Background/Summary**

The Kilcoy Art Society Inc have applied to install a deck on their building, being the Courthouse Art Gallery, at Yowie Park, Kilcoy. The Kilcoy Art Society Inc have an existing lease with Council (Lease A on SP233464), expiring on 31 July 2025. The proposed deck will extend outside the border of the existing lease area.

It should be noted that the building is owned by the Kilcoy Art Society Inc, and the parcel of land is owned by Somerset Regional Council (freehold).

The Kilcoy Art Society Inc have engaged a surveyor to prepare a survey plan (described as Lease B on SP287692) to accommodate the additional area required to be added to the lease area.

For consistency, Council are able to grant a lease on the same terms and conditions as Lease A, also with an expiry date of 31 July 2025. As the proposed lease is to a community organisation, no tender for dealing with land is required.

#### **Attachments**

Draft survey plan – Lease B on SP287692

#### **Recommendation**

THAT Council advise the Kilcoy Art Society Inc that:

- (i) there is no objection to the granting of a nine (9) year lease over that part of Lot 305



CG4123 described as Lease B on SP287692 at an annual rental of \$1.00 per annum payable on demand; and

- (ii) the lease shall commence from 1 August 2016 on the same terms and conditions as Lease A on SP233464.

<b>Decision:</b>	Moved - Cr Gaedtke	Seconded - Cr Whalley
	"THAT Council advise the Kilcoy Art Society Inc that:	
	(i) there is no objection to the granting of a nine (9) year lease over that part of Lot 305 CG4123 described as Lease B on SP287692 at an annual rental of \$1.00 per annum payable on demand; and	
	(ii) the lease shall commence from 1 August 2016 on the same terms and conditions as Lease A on SP233464."	
	<u>Carried</u>	

<b>Subject:</b>	<b>Tourism and Promotions Monthly Report - January 2016</b>
<b>File Ref:</b>	<b>Tourism - Promotions</b>
<b>Action Officer:</b>	<b>Tourism Promotions Officer (TPO)</b>

#### Background/Summary

The following is the end of monthly summary of activities relating to promotions, tourism and the visitor information centres in January 2016.

#### VISITOR INFORMATION CENTRES

##### Sale of permits

Below is a breakdown of all permits sold across the three VIC's throughout the month of January 2016.

	<b>Seqwater Boating Permits</b>	<b>DAFF Fishing Permits</b>
Permits sold at E-VIC	16	11
Gross sales:	\$650	\$82
Permits sold at F-VIC	32	47
Gross sales:	\$1050	\$625
Permits sold at K-VIC	50	16
Gross sales:	\$1515	\$311

##### Sale of Council merchandise:

Below is a breakdown of all Council merchandise sold across the three VIC's throughout the month of January 2016.

	<b>Postcards</b>	<b>Magnets</b>	<b>Flood Books</b>	<b>Water Bottles</b>	<b>Gross sales</b>
<b>Esk VIC</b>	0	0	0	0	\$0



<b>Fernvale VIC</b>	14		3	2	\$105
<b>Kilcoy VIC</b>	0	6	0	1	\$14

### Visitor Statistics

	<b>Total visitors</b>	<b>Visitors from south east Queensland</b>	<b>Visitors from greater Brisbane area</b>
<b>Esk VIC</b>	507	131	115
<b>Kilcoy VIC</b>	787	186	215
<b>Fernvale VIC</b>	603	140	187
<b>Condensery</b>	150	-	-

Full breakdown of visitor statistics for each centre attached.

### Volunteers

- The last volunteer famil was held on Friday, 18 December and included a tour of The Condensery, a tour of the Toogoolawah Railway Museum, information and short tour of the Anglican Church and the Toogoolawah Cattle Sales followed by lunch at the Toogoolawah Hotel.
- The first two famils have been scheduled for 2016 being in March (focussing on Coominya, Atkinson Dam and Lowood) and May (focussing on Moore and Linville).
- There are currently 70 active volunteers across the four centres.

### Esk Visitor Information Centre

Volunteer meeting was held on Wednesday, 27 January. One new volunteer has commenced in January bringing the total number of volunteers to 20.

The Glenrock Gallery is currently featuring an exhibition by artist Karen Jones titled 'Pet Portraits'. This exhibition will be on show until 25 February.

There were no casual bookings at Esk VIC during the month of January.

### Kilcoy Information Centre

There were a number of casual bookings at KIC during January. This includes SEQ Catchments and Land Care meetings as well as the Kilcoy Chamber of Commerce hosted an element of their Australia Day festival in the centre by showing a movie in the theatrette.

Currently have 14 active volunteers with three new applications to be processed in February.

### Fernvale Visitor Information Centre

All hirers at FFC are back from Christmas New Year break. Same group of hirers as last year minus Artius who used to be on Wednesday's. New hirers include Nortec who have increased their hire to two rooms. Baby clinic have changed to their hire to fortnightly.

All hirers at the FCH have returned. New hirer is a Kids Club twice a month on a Wednesday.

Volunteer numbers are currently at 18. Could benefit from a couple of additional volunteers. The next volunteer meeting will be held on 24 February.



### **The Condensery**

Visitor numbers are increasing at the gallery. A larger number of visitors are from within the Somerset region but also receiving a great mix of Brisbane and SEQ visitors.

The bronze sculpture of a red deer stag that formed part of the opening exhibition at the gallery has found a permanent home outside the Somerset Regional Gallery. The red deer is a limited edition bronze and stainless steel artwork created by internationally renowned sculptor, Bodo Muche, who has been hand-crafting sculptures in Somerset since 1978.

The statue was installed as the first piece of a sculpture garden that will be created as part of the gallery's cultural precinct. The monument is an important part of Toogoolawah's heritage, representing the gift of five red deer from Queen Victoria in 1873.

There are currently 9 active volunteers assisting at the gallery.

### **TOURISM TEAM**

Nothing to report from the tourism team for the month of January.

### **REGIONAL VISITOR GUIDE**

The Somerset. Real Country. Real Adventure regional visitor guides are distributed through Somerset VIC's, local tourism businesses and visitor information centres across Queensland with a number distributed across northern NSW. 600 guides were distributed throughout January. The distribution of these is outlined below.

RACQ Ipswich	1 box
Caboolture VIC	1 box
Woodford VIC	2 boxes
Lockyer Valley VIC	1 box
Winya Winery	1 box
Rathdowney VIC	1 box
Hampton VIC	1 box
Boonah VIC	1 box
Australia Zoo	1 box

### **TRADE SHOWS**

No trade shows were attended in January 2016.

### **EVENTS**

#### **Australia Day Celebrations**

A report with an overview of the Australia Day celebrations will be provided as a separate report.

#### **BASS Australia Nation Wivenhoe Showdown**

This event will be hosted at Hamon Cove, Lake Wivenhoe (Hamon Road off the Brisbane Valley Highway) from Thursday, 10 March to Sunday, 13 March 2016. Council have partnered with BASS Australia Nation, who are coordinating the tournament.

Approval and land access deed has been granted by Seqwater for the use of Hamon Cove for this event. Council are coordinating signage to be erected within this site and Logan's Inlet prior to the event to advise the public that there will be limited access to the reserve across the event weekend. Drew McGrath of BASS Australia Nation is organising the promotion and tournament tasks.



## PROMOTIONS

### Brisbane Marketing

Phase 2 of the 2015/16 campaign launched on 1 February through the following activations:

- TripAdvisor – regional page will be in market until 30 June
- Wotif – campaign in market 1 – 29 February
- New Ltd (Quest Newspapers and online) and Brisbane News (magazine and online) – Feb/March
- Digital/Outdoor/TV – in market February

Attached is the first article that was published in the Quest Newspapers (Food Glorious Food). The articles were originally to be published over five weeks but because of the content that was gathered on the famils there will now be 10 articles over 10 weeks as well as the 'Iconic Stays' article in Brisbane News.

### Operator participation:

- **Famils – Quest Newspapers and Brisbane News:**  
The StoneHouse Retreat and Coolana Olives both hosted Jane Scott, editor of Brisbane News. SRC in partnership with local producers provided a gourmet hamper of regional produce – these will be included in 'Iconic Stays' and 'Indulgent Weekend' articles.
- **Competition – Quest Newspapers:**  
Coolana Olives has provided a voucher for olive oil and olive products to be redeemed on site – contributing to a regional food trail offering.
- **Brisbane Loves Promotion – Brisbane News:**  
The StoneHouse Retreat – has a special offer for Girls Getaway promotion

### Product Development

#### *Welcome to Somerset*

Brisbane Marketing were informally advised in early February that the Federal Minister for Tourism has signed off on this project. Originally, this project was to be completed by 30 April, which is now an impossible task but the funding body will only extend the delivery period to 31 July 2016 for selected programs due to availability of consultants – all others have to be delivered by 30 June.

The following projects and timelines were originally submitted after seeking EOIs and financial contributions from LGA partners:

#### *Welcome to.... (to be delivered by 30 June)*

- Ipswich
- Redlands
- Lockyer Valley
- Somerset

#### *Hero Experience Development (to be delivered by 30 June)*

- Brisbane
- Scenic Rim
- Ipswich
- Lockyer Valley

#### *International Ready - China (to be delivered by 31 July)*

- Brisbane



- Scenic Rim

*International Ready – Japan (to be delivered by 30 June)*

- Brisbane

Unfortunately, given the time it takes to prepare the content for the **Welcome to** programs and build the online modules (done via an external agency), Brisbane Marketing can only deliver two of the four and on a first come basis this will be Ipswich and Redlands. However, delivery of both the Somerset and Lockyer Valley programs will be completed by December 2016. Council's financial contribution to this program will be rolled over and included in the 2016/17 budget.

### **Social Media: Facebook**

Below is a breakdown of the engagement on the Somerset Tourism Facebook account.

Somerset Tourism continues to interact with operators via liking and sharing posts or event pages from their Facebook pages. Current page likes as at 8 February – **1,284**

<b>Date</b>	<b>Page Visits</b>	<b>Weekly Total Reach</b>	<b>People Engaged</b>	<b>Page Likes</b>
12- 19 January	43	1.5K	76	1.26K
18 – 25 January	69	3.24K	282	1.28K
26 Jan – 2 February	34	2.56K	151	1.29K

### **Social Media: Instagram**

Current followers as at 8 February 2016: **267**

### **MEETINGS / ADVOCACY**

Council's tourism, promotion and event functions continue to be represented by the tourism and promotions officer and visitor information services officers at the following groups and organisations:

- Brisbane Marketing
- Tourism Events Queensland
- Queensland Information Centre Association
- Brisbane Valley Heritage Trails
- Somerset Art Society Inc.

The tourism and promotions officer continues to maintain relationships within the region and with counterparts in nearby regions. TPO attended the following meetings in January 2016 –

05.01.16	Met with Seqwater re Somerset Australia Day Festival
12.01.16	Date claimer meeting with internal departments Somerset Rail Trail Fun Run planning meeting
13.01.16	Attended Council meeting re Somerset Australia Day Festival
13.01.16	Esk VISO attended onsite meeting with Seqwater and BASS Australia re March event.
18.01.16	TPO and Fernvale VISO attended social media training with internal departments Kilcoy VISO met with Visit Queensland about the WiFi opportunities
21.01.16	Pre-event debrief - Somerset Australia Day Festival
23.01.16	Coordinated bump in and event managed the Somerset Australia Day Festival



26.01.16 Assisted at the Somerset Australia Day breakfast and awards  
 28.01.16 Post-event debrief - Somerset Australia Day Festival

#### Attachments

Esk VIC January visitor statistics  
 Fernvale VIC January visitor statistics  
 Kilcoy VIC January visitor statistics  
 Brisbane Marketing – Food Glorious Food (Quest Newspapers)

#### Recommendation

THAT the report be received and the contents noted.

**Subject:** Tourism and Promotions Monthly Report – February 2016  
**File Ref:** Tourism - Promotions  
**Action Officer:** Tourism Promotions Officer (TPO)

#### Background

The following is the end of monthly summary of activities relating to promotions, tourism and the visitor information centres in February 2016.

#### VISITOR INFORMATION CENTRES

##### Sale of permits

Below is a breakdown of all permits sold across the three VIC's throughout the month of February 2016.

	Seqwater Boating Permits	DAFF Fishing Permits
Permits sold at E-VIC	12	13
Gross sales:	\$580	\$396
Permits sold at F-VIC	20	39
Gross sales:	\$555	\$589
Permits sold at K-VIC	19	12
Gross sales:	\$710	\$284

##### Sale of Council merchandise:

Below is a breakdown of all Council merchandise sold across the three VIC's throughout the month of January 2016.

	Postcards	Magnets	Flood Books	Water Bottles	Gross sales
<b>Esk VIC</b>	1				\$1
<b>Fernvale VIC</b>	-	3		1	\$11
<b>Kilcoy VIC</b>	14	2		4	\$48

#### Visitor Statistics

	Total visitors	Visitors from south east Queensland	Visitors from greater Brisbane area
<b>Esk VIC</b>	426	315	103



<b>Kilcoy VIC</b>	489	376	124
<b>Fernvale VIC</b>	590	543	145

Full breakdown of visitor statistics for each centre attached.

### **Volunteers**

- There are currently 66 active volunteers across the four centres.
- The next volunteer training familiarisation is scheduled for Friday, 1 April and will focus on the areas of Lowood, Coominya and Atkinson Dam.

### **Esk Visitor Information Centre**

- Volunteer meeting was held on Wednesday, 27 January.
- The February exhibition in the Glen Rock Gallery features an exhibition by the Kilcoy Art Society Inc. This exhibition is a broad range of works from 14 members.
- There was one casual bookings at Esk VIC during February being Mental Health Training booked by Amy Stockwell.

### **Kilcoy Information Centre**

- Volunteer meeting was held on Wednesday, 10 February
- Hosted a bus group from Moreton Bay / Wynnum who visited the VIC and environmental centre on Thursday, 18 February.
- There were a number of casual bookings at KIC during February including SEQ Catchments and the Community Share Meal, coordinated through the Kilcoy connection point.

### **Fernvale Visitor Information Centre**

- Last volunteer meeting was held on Wednesday, 24 February.
- All standard hirers at both the Fernvale Futures and Community Hall / Showgrounds throughout February.

### **The Condensery**

The gallery was closed from 8 – 11 February for the hanging of the new exhibition – Volcanic Colours. This exhibition is a collaboration of four artists from the southern end of the Somerset region and will be on display until 3 April.

The gallery hosted the second **BVRT Moonlight Ride and Dine** event on Saturday, 20 February, organised by the Brisbane Valley Rail Trail Users Association. This event attracted 84 registrations, with 72 riders completing the ride. Cyclists assembled in Lars Andersen Place, Esk at 4.30pm and set off for Toogoolawah. A champagne and canapés reception was organised by the Toogoolawah History Group before they cycled back to Esk for dinner at Nash Gallery and Cafe.

Council candidates were invited to the reception so they would have an opportunity to talk to trail users about their experience of Brisbane Valley Rail Trail.

### **TOURISM TEAM**

A tourism team meeting was held at the Kilcoy VIC 16 February.

The full time business administration trainee commenced in February. Jaslyn McClear has been employed in this position between communications and tourism until February 2017.

### **REGIONAL VISITOR GUIDE**

The Somerset. Real Country. Real Adventure regional visitor guides are distributed through



Somerset VIC's, local tourism businesses and visitor information centres across Queensland with a number distributed across northern NSW. 1140 guides were distributed throughout February. The distribution of these is outlined below.

4/02/2016	Fernvale Futures	VIC	420
8/02/2016	Esk VIC	VIC	300
9/02/2016	Brisbane VIC	VIC	60
10/02/2016	Urbenville News and VIC	VIC	60
26/02/2016	Somerset Regional Council	Council	240
26/02/2016	Pine Riveres VIC	VIC	60

## TRADE SHOWS

No trade shows were attended in February 2016.

Somerset Tourism's application to attend The Outdoor Adventure and Motoring Expo in Toowoomba has been confirmed.

Have placed an order for the tote bags to be used for promotions at the Brisbane and Toowoomba trade show.

Currently obtaining quotes on refreshed fit out for the tourism stand.

## EVENTS

### BASS Australia Nation Wivenhoe Showdown

This event will be hosted at Hamon Cove, Lake Wivenhoe (Hamon Road off the Brisbane Valley Highway) from Thursday, 10 March to Sunday, 13 March 2016. Council have partnered with BASS Australia Nation, who are coordinating the tournament.

Approval and land access deed has been granted by Seqwater for the use of Hamon Cove for this event. Council are coordinating signage to be erected within this site and Logan's Inlet prior to the event to advise the public that there will be limited access to the reserve across the event weekend. Drew McGrath of BASS Australia Nation is organising the promotion and tournament tasks.

## PROMOTIONS

### Brisbane Marketing

Phase 2 of the 2015/16 campaign was launched on 1 February through the following activations:

- TripAdvisor – regional page will be in market until 30 June
- Wotif – campaign in market 1 – 29 February
- New Ltd (Quest Newspapers and online) and Brisbane News (magazine and online) – Feb/March
- Digital/Outdoor/TV – in market February

Brisbane Marketing have received some interim results from the external partners for the Brisbane Region Campaign for the first two weeks of **phase two** (commencing 1 February) and a little longer for TripAdvisor. These figures cover the whole greater Brisbane area during phase two.

### Wotif

(As at 17 February 2016)



- 3,500 room nights sold (total KPI 1,110 room nights)
- \$441,486 gross bookings
- Participants in campaign: +30.5% room nights
- The halo effect of the campaign with average room nights booked per day up 8.5% compared to pre-campaign period.

#### *Wotif Microsite*

- 4,351 page views
- Most popular pages are Brisbane, Scenic Rim, Moreton Bay. Of these Scenic Rim has highest time spent at 2.77min

Featured articles on Wotif have driven 332 visits to the Visit Brisbane site

- Iconic Stays (118)
- 30 Things to do in the Brisbane Region (100)
- Romantic Brisbane Region Getaways (100)
- Brisbane Weekend Getaways (86)
- Brisbane Paddock to Plate (30)
- Explore Page (29)

#### **TripAdvisor**

- Advertorial Pages - 471 unique users
- Highest Dwell Time for November was Art and Culture
- Highest Dwell Time for December was Art and Culture
- Highest Dwell Time for January was Adventure

#### **Visit Brisbane**

The Visit Brisbane deals page has had:

- 3,023 Visits (Up 398% from last month)
- All Deals page visits (including sub-pages) 7,208

#### **Individual article pages have driven visits to the Deals page:**

- Romantic Brisbane region getaways (98)
- Brisbane weekend getaways (86)
- 30 Things to do in the Brisbane region (61)
- Iconic Stays (25)
- Brisbane Paddock to Plate (15)

#### **Traffika**

- Two highest performing content pieces are the 'Romantic Getaways' and the 'Paddock to Plate' piece.
- These are gaining 70-80% of placements and performing well.
- Facebook campaigns are performing well

#### **Newscorp Competition (Quest Newspapers)**

Week 1 - 912 entries - 418 sign ups to Visit Brisbane

Week 2 - 722 entries - 299 sign ups to Visit Brisbane

Week 3 - 1,128 entries - 502 sign ups to Visit Brisbane

\*Week 4 and 5 and Brisbane News Competition still to come.

#### **Outdoor media**

Using Goa billboards we had 10 high frequency digital outdoor sites, with a mix of tactical



co-branded creative and GMBAD featuring #brisbaneanyday user generated images, which were pushed to sites via Instagram.

The sites had an estimated reach of more than 417,900 people – with an likelihood of 8 views per week. So a likelihood of 3,337,300 views.

- Attached is the first article that was published in week five of the campaign – Nothing to Wine About.

### **RV Friendly Towns**

An application has been submitted for Toogoolawah to be registered as an RV Friendly town. Waiting on a response from the CMCA regarding this request. An application for Fernvale has been drafted, but not yet submitted due to waiting on further details re overnight stays.

### **Social Media: Facebook**

Below is a breakdown of the engagement on the Somerset Tourism Facebook account.

Somerset Tourism continues to interact with operators via liking and sharing posts or event pages from their Facebook pages. Current page likes as at 11 March – **1,301**

<b>Date</b>	<b>Page Visits</b>	<b>Weekly Total Reach</b>	<b>People Engaged</b>	<b>Page Likes</b>
02 – 09 February	36	593	37	1.28K
9 – 16 February	64	1.27K	64	1.29K
16 – 23 February	60	1.71K	110	1.29K
23 Feb – 1 March	40	1.75K	152	1.30K

### **Social Media: Instagram**

Current followers as at 8 February 2016: **272**

### **MEETINGS / ADVOCACY**

Council's tourism, promotion and event functions continue to be represented by the tourism and promotions officer and visitor information services officers at the following groups and organisations:

- Brisbane Marketing
- Tourism Events Queensland
- Queensland Information Centre Association
- Brisbane Valley Heritage Trails
- Somerset Art Society Inc.

The tourism and promotions officer continues to maintain relationships within the region and with counterparts in nearby regions. TPO and team attended the following meetings in February 2016 –

- 03 Queensland Weekender filming  
*Overseen by Melanie Maesele with support from tourism*
- 09 Tourism Advisory committee meeting
- 11 Brisbane Marketing Industry Spotlight meeting
- 15 Condensery Advisory committee meeting
- 16 Tourism Team meeting
- 19 RADF Handover meeting with Caroline Smith



20 BVRT Moonlight Ride and Dine event hosted at The Condensery.

#### Attachments

Esk VIC visitor statistics  
 Fernvale VIC visitor statistics  
 Kilcoy VIC visitor statistics  
 Brisbane Marketing – Nothing to Wine About (Quest Newspapers)

#### Recommendations

THAT the report be received and the contents noted.

<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Brieschke
	"THAT the tourism reports for February and March 2016 be received and the contents noted."	
		<u>Carried</u>

<b>Subject:</b>	<b>Somerset Libraries' officer report 1 February 2016 – 28 February 2016</b>
<b>File Ref:</b>	<b>Officers report</b>
<b>Action Officer:</b>	<b>Somerset Libraries Team Leader</b>

#### Background/Summary

**9639** visits to Somerset Libraries were recorded in the month from 1 February 2016 – 29 February 2016. Over **551** attendances have been recorded at community program sessions and outreach events where library staff presented a variety of literacy opportunities and activities.

#### Somerset Libraries' statistical snapshot for 1 February 2016 – 28 February 2016:

Somerset Libraries	February 2015	February 2016
<b>Customer Service</b>		
Visits to library branches (Appendix A)	12007	9639
Enquires answered	2218	2306
New membership (Appendix B)	124	92
Loans of library stock (Appendix C)	5205	5525
eBook loans (Appendix C)	186	244
eAudio loans (Appendix C)	21	28
Digital magazines (Appendix C)	1	23
<b>Total loans</b>	<b>5413</b>	<b>5820</b>
Reservations of library stock (Appendix C)	961	1116
<b>Computer usage</b> (Appendix D)		
Hours of public computer use	865.7	824



Hours of Broadband for seniors kiosk use	370.7	350
<b>Total hours of computer usage</b>	<b>1236.40</b>	<b>1174</b>
<b>IT training</b> (Appendix E)		
BFS Training	8	40
eDevice Training	11	20
<b>Community programs</b> (Appendix F)		
Storytime attendances	250	362
IT training attendances		
Outreach and events attendances	82	129
<b>Total community program attendances</b>	<b>332</b>	<b>551</b>

### Library Lovers Day

14 February was re-named Library Lovers' Day with branches taking the opportunity to find out what their patrons thought of their local library service.

All libraries designed displays in celebration of this event.

### Judy-Leigh Moore Author Event - 12 February

Judy-Leigh Moore, author of *Where's Granny Been – Life as an Aid Worker*

Judy wrote her journal while working in the arena of humanitarian aid, spanning 28 years in 28 different countries, covering genocide, famine, tsunamis, war and floods. This was a unique opportunity for the residents of Somerset to participate in this informative event.

### Somerset Conversations

10 residents took part in the February session of Somerset Conversations at Esk Library. Participants listened to a talk on the basics of Improving Your Memory – online tutorial by Lynda.com. Memory is not a finite resource, and with techniques like repetition, association, and visualisation, you can improve your memory before it starts to fade. Attendants of the event portrayed positive responses to the event.

*Somerset Conversations* is about engaging with the community and creating a greater awareness of libraries in the Somerset region and what they can offer.

### Attachments

Nil

### Recommendation

THAT the Somerset Libraries' report 1 – 28 February 2016 be received and the contents noted.

<b>Decision:</b>	Moved - Cr Hall	Seconded - Cr Gaedtke
	"THAT the Somerset Libraries' report 1 – 28 February 2016 be received and the contents noted."	
		<u>Carried</u>

### Adjournment of meeting

The meeting adjourned at 12.05pm for lunch, resuming at 12.40pm.



<b>Subject:</b>	<b>Minutes Traffic Safety Advisory Committee Meeting - 17 February 2016</b>
<b>File Ref:</b>	<b>Community services - service provision - Traffic Safety Advisory Committee</b>
<b>Action Officer:</b>	<b>MOPER</b>

## Background/Summary

The Traffic Safety Advisory Committee met on 17 February 2016.

## Attachment

Minutes of Traffic Safety Advisory Committee meeting 17 February 2016

## Recommendation

THAT the report be received and the contents noted.

<b><i>Decision:</i></b>	Moved - Cr Gaedtke	Seconded - Cr Hall
	"THAT the report be received and the contents noted."	
		<i>Carried</i>

**Subject:** Minutes - Local Disaster Management Group - 17 February 2016  
**File Ref:** Governance - reporting - officer reports  
**Action Officer:** DMO

## Background/Summary

The Somerset Local Disaster Management Group (LDMG) meets regularly to develop strategies to respond to disasters should they occur and to mitigate the effects of disasters on the community wherever possible. The LDMG consists of the following agencies:

- CS Energy
- Department of Communities
- Energex
- Queensland Health (Esk and Kilcoy Hospitals)
- Queensland Ambulance Service
- Queensland Fire and Emergency Services
- Queensland Police
- Queensland Urban Utilities
- SEQWater
- Somerset Regional Council
- Telstra

Meetings are held quarterly, generally held on the third Wednesday of February, May, August and November each year.

Minutes from the February meeting are attached.

## Attachments

Minutes – Local Disaster Management Group (17 February 2016)



**Recommendation**

THAT the report be received and the contents noted.

**Decision:** Moved - Cr Ogg Seconded - Cr Hall

"THAT the report be received and the contents noted."

Carried

<b>Subject:</b>	<b>Lawn Beam Section - Request to Decorate the Concrete Sloping Desk</b>
<b>File Ref:</b>	<b>Public health - cemeteries - operations and maintenance cemeteries</b>
<b>Action Officer:</b>	<b>CSSA</b>

**Background/Summary**

A request has been received from the husband of Deborah Brady to decorate the concrete sloping desk headstone of his late wife. The burial plot is located in the lawn/beam section of the Lowood Cemetery. Mr Brady has asked if he could place stick on tiles on the remaining concrete face surrounding the lawn memorial plaque on the sloping desk.

Mr Brady advised that when the funeral arrangements were being made with the funeral director, they weren't made aware of Council's policy on what works are allowed in each of the sections of the cemeteries. It should be noted that the grave application form does provide this information.

The lawn/beam sections in Council's cemeteries have been designed so that they require minimal maintenance and do not allow any decorating of the concrete sloping desks in the beam section except for the installation of a lawn plaque as per Council's requirements. A photo of the beam section has been attached for Council's information. Families can include motifs and photos on the plaques at an extra cost.

Concerns with allowing the decoration of the concrete beam surrounding the plaque within in this section are:

- Possible maintenance issues especially in the future if family members move away from the area;
- Controlling the type of decoration being placed on the concrete beam surrounding the plaque;
- The creep in the level of modification being requested and
- The loss of uniformity within the beam section.

Possible outcomes Council may wish to consider are:

- THAT the applicant be advised that decoration of headstone is not permitted in the Lawn Beam Section as per Council's current policy.
- THAT Council update its current Policy to allow minimal decoration of the concrete



beam in all of its lawn/beam sections using paint or stick on tiles, subject to an application being made to Council at the same nominal fee for monumental works applications; and

- THAT applicants be advised that any future repair or maintenance required will be the responsibility of the family and not Council.

#### Attachments

Photo of beam section

#### Recommendation

THAT the applicant be advised that decoration of a headstone is not permitted in the Lawn Beam Section as per Council's current policy.

<b>Decision:</b>	Moved - Cr Gaedtke	Seconded - Cr Hall
	"THAT the applicant be advised that decoration of a headstone is not permitted in the Lawn Beam Section as per Council's current policy."	
	<u>Carried</u>	

<b>Subject:</b>	<b>Provision of loading zone, Michel Street, Lowood</b>
<b>File Ref:</b>	<b>Customer Service Requests - Street Maintenance - Signs, New (831311)</b>
<b>Action Officer:</b>	<b>QAO / SES</b>

#### Background/Summary

The operator of a business in Michel Street Lowood has requested the provision of a designated loading zone for vehicles delivering goods to that business. Deliveries are made on any weekday between 7am and 3pm and could take up to 20 minutes to complete. Delivery vehicles were often unable to be parked in close proximity to the shop and are required to park further along Michel Street or in Church Street to unload. Although the business in question is no longer operating, it is noted that there are currently no designated street based loading zones in the Lowood CBD.

The majority of businesses in Lowood have access off-street loading areas.

On street parking in Lowood is designated as general parking except for the bus zones in Main and Railway Streets. The use of the bus stops as loading zones outside of the designated bus stop times is not considered suitable as it may interfere with the primary use as a bus stop.

On-street parking is available throughout Lowood CBD with approximately 85 off-street spaces at Clock Park and Jean Bray Place. These off-street areas have been designed for light vehicle use and could not easily be adapted to provide an area to be set aside as a loading zone.

The provision of a loading zone in any of the on-street areas would require the loss of two existing bays.

Keeping in mind that most businesses would not like to lose parking in-front of their



premises, the eight metre long section of kerb on the opposite side of Michel Street between the entrances to the residence at the rear of the Lowood Tavern and the Lowood Medical Centre has been identified as a possible site for a loading zone. This arrangement is based on the guidelines contained in TMR's MUTCD Part 11 "Parking Control" Appendix C "Guidelines for the Application of Parking Controls".

### Attachments

Maps showing:

- a. the Lowood CBD, and
- b. the site for consideration as a designated loading area.

### Recommendation

THAT Council not establish a street based loading zone in Lowood at this time and that the situation continue to be monitored.

<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Ogg
	<p>"THAT Council not establish a street based loading zone in Lowood at this time and that the situation continue to be monitored."</p> <p style="text-align: right;"><u>Carried</u></p>	

<b>Subject:</b>	<b>Quotation - Monsildale Bridge on Monsildale Road and Harry Carey Bridge on Mount Stanley Road</b>
<b>File Ref:</b>	<b>Corporate Management - Tendering-Quotations - Tender Contract H0077 - Harry Carey Bridge</b>
<b>Action Officer:</b>	<b>WM</b>

### Background/Summary

A request for quotation was sought under Local Buy Contract BUS244-1013 – Civil Construction and Road Resurfacing, from five suppliers for the replacement of two existing timber bridges of Monsildale Bridge on Monsildale Road, and Harry Carey Bridge on Mount Stanley Road.

Quotations were called for each bridge separately to ensure individual contracts for each bridge can be established once awarded. However, both quotations closed on Thursday 10 March 2016 allowing suppliers the opportunity to voluntarily offer up any discounts should they be successful with winning both bridge contracts. Three submissions were received from the five suppliers, ranging in value from \$592,823.97 to \$794,240 for Monsildale Bridge, and \$695,105.65 to \$816,840 for Harry Carey Bridge. All figures within this report are exclusive of GST.

The approved estimated construction cost for Monsildale Bridge is \$920,164 and Harry Carey Bridge is \$1,092,452. Hence, the quotations have come within the estimated construction cost. Monsildale Bridge is funded under the betterment program and Harry Carey Bridge is funded under the National Stronger Regions Fund.

### Quotation Conformance

All Quotations were considered conforming.



**Quotation Evaluation**

Evaluation of quotations was completed by a quotation assessment team consisting of Council's Works Manager, Andrew Johnson, and two specialists from GHD Consulting Engineers Paul Henderson and Michael Matthey. The assessment criteria was made available to suppliers with the request for quotation with the criteria consisting of price, track record and experience, methodology and project delivery, and safety and quality.

**Conforming Quotation Discussion**

The two highest ranked conforming suppliers, Ark Construction Group Pty Ltd (ACG) and CPM Group Pty Ltd (CPM), were further considered to establish the suitability of their offers.

*Ark Construction Group Pty Ltd*

ACG has the past experience, knowledge and resources to fulfill this contract and have successfully built several bridges within the Somerset Region. ACG also offered up a discount of \$82,513 should they be successful with both bridges. However, with the ACG discount applied, ACG quote was \$103,792.69 dearer than CPM for Monsildale Bridge and \$86,750.06 dearer than CPM for Harry Carey Bridge. Accordingly, even with the discount offered by ACG they remain dearer than the CPM quotes. With regard to other assessment criteria, the quote offered by ACG does not offer any noticeable advantages over the CPM quotation.

*CPM Group Pty Ltd*

CPM has the past experience, knowledge and resources to fulfill this contract and have successfully built several bridges within the Somerset Region. CPM offered the lowest quotation for both bridges being \$592,823.97 for Monsildale Bridge and \$695,105.65 for Harry Carey Bridge. CPM have also offered a discount of \$29,000 should they be successful with both quotations. This discount would be split evenly (i.e. \$14,500) to each bridge contract.

The CPM offered an additional lump sum option for the bored piles to minimise risk to Council. CPM is prepared to take on the risk for pile length, liner length and rock strength for an additional cost of \$59,903.15 for Monsildale Bridge and \$47,408.77 at Harry Carey Bridge.

The assessment team carefully considered this option based on the bridge design and available geotechnical reports and the likelihood of problems being experienced with piling.

Based on available information, it is the opinion of the assessment team that the piling depths would need be significantly increased for the amount offered by CPM to represent value for money. Based on this likelihood, it is suggested that this option accepted by CPM in this instance is not accepted.

Based on the quotation assessment, the quotation submitted by CPM Group Pty Ltd is the highest ranked supplier and is considered to offer Council the best value for money for both Monsildale Bridge on Monsildale Road, and Harry Carey Bridge on Mount Stanley Road.

**Attachments**

Nil

**Recommendation**

THAT the Quotation for Monsildale Bridge on Monsildale Road, and Harry Carey Bridge on Mount Stanley Road be awarded to CPM Group Pty Ltd for the discounted quotations of \$578,323.97 (Excl GST) and \$680,606.65 (Excl GST) respectively.



<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Hall
	<p>"THAT the Quotation for Monsildale Bridge on Monsildale Road, and Harry Carey Bridge on Mount Stanley Road be awarded to CPM Group Pty Ltd for the discounted quotations of \$578,323.97 (Excl GST) and \$680,606.65 (Excl GST) respectively."</p> <p style="text-align: right;"><u>Carried</u></p>	

<b>Subject:</b>	<b>Mt Kilcoy Sandy Creek Rural Fire Brigade - Waste Management</b>
<b>File Ref:</b>	<b>Customer service - public reaction - 2015-2016 - request for service (865363)</b>
<b>Action Officer:</b>	<b>CSSA</b>

### Background/Summary

A request has been received from Mt Kilcoy Sandy Creek Rural Fire Brigade to allow their group to dispose of waste at the Kilcoy Transfer Station at no cost. A copy of the letter is attached for information.

This group has indicated that they currently have two x 240 litre wheelie bins which would need to be serviced every two months. The current cost to dispose of a 240 litre wheelie bin at the Kilcoy transfer station is \$7 per bin. Therefore the current cost to service these bins every two months would be \$14, making an annual cost of \$84 per year.

Options that could be considered to assist the Mt Kilcoy Sandy Creek Rural Fire Brigade with waste management are:-

- Allow the group to empty their wheelie bins as proposed at the Kilcoy transfer station for a total cost to Council of \$84 per year.
- Somerset Regional Council supply one x weekly wheelie bin service at a cost of \$362.84 per year.
- Council supply 12 x waste vouchers to the group which is equivalent to 12 x 240 litre wheelie bins per year. The current cost to Council is \$84.
- Advise Mt Kilcoy Sandy Creek Rural Fire Brigade that Council does not provide waste disposal services free of charge to community service groups.

It is noted that this group is a non-profit organisation however there are many non-profit organisations within the region that have to organise waste removal however, whatever Council decides for this group with regard to waste disposal, it will set a precedent for all other non-profit organisations within Somerset Region.

### Attachments

Correspondence

### Recommendation

THAT Mt Kilcoy Sandy Creek Rural Fire Brigade be advised that Council does not provide waste disposal services free of charge to community service groups.



<b>Decision:</b>	Moved - Cr Hall	Seconded - Cr Brieschke
	<p>"THAT Mt Kilcoy Sandy Creek Rural Fire Brigade be advised that Council does not provide waste disposal services free of charge to community service groups."</p> <p style="text-align: right;"><u>Carried</u></p>	

<b>Subject:</b>	<b>Swimming Pool Fence - Kilcoy Pool</b>
<b>File Ref:</b>	<b>Council properties - planning - future planning of premises</b>
<b>Action Officer:</b>	<b>DDE</b>

### Background/Summary

At Council Workshop 27 January 2016 Council officers were asked to:

*"THAT MOPER investigate some type of treatment to improve the aesthetics of the pool fence at Kilcoy Pool."*

As the decision of Council did not provide much detail to guide the preparation of this report officers reviewed the on-site conditions and have identified the following options, which were felt could be considered:

#### 1. Installation of a Banner Mesh onto existing fence

A banner mesh is used at varying construction sites and fencing applications. The existing solid chain wire fence means the banner mesh can be installed to the existing fence without having extra fabrication for wind loading and may be exchanged with different themes using the same method.

#### 2. Painting of mural

The existing fence was constructed in a way that provides very little resistance to wind. The addition of solid surfaces to allow murals or signs to be placed would place wind loading on the fence that may cause failure of the supporting posts; therefore the area that could be covered would be limited.

#### 3. Installation of plantings

Installation of plantings or trees along the fence may be considered; however any planting large enough to soften the visual impact of the shade cloth would restrict future footpath or kerb and channel construction.

#### 4. Reconstruction of Fence

The front fence could be removed and replaced with a more visually appealing fence which was not see through. To achieve the required visual block without open mesh may result in a loss of breeze that may be considered a negative.

Council may be able to identify some other treatments that need to be researched that could also provide the desired outcome.

### Attachments

Example of Banner Mesh installation

### Recommendation

Council direction is sought to allow a more focused assessment of the preferred option or



options.

<b>Decision:</b>	Moved - Cr Gaedtke	Seconded - Cr Whalley
	"THAT Council undertake public consultation regarding fence treatment at the Kilcoy Pool."	
		<u>Carried</u>

<b>Subject:</b>	<b>Parking control - new Post Office location, Walters Street, Lowood</b>
<b>File Ref:</b>	<b>Roads - design and construction - signs</b>
<b>Action Officer:</b>	<b>QAO / SES</b>

### Background/Summary

The Lowood Post Office has relocated from Main Street to 9 Walters Street, Lowood. The Post Master has requested that Council install parking control signs to create a fifteen minute loading zone in front of the new site to prevent vehicles from parking all day in this area.

Due to the location of the pedestrian crossing in Main Street, vehicles were not able to be parked in front of the former Post Office site.

In the general vicinity of the new Post Office site, parking is available in several locations as listed below:

- Walters Street – unrestricted
- Short Street – unrestricted
- Main Street – unrestricted, apart from a school bus zone between 3pm and 4pm
- Jean Bray Place and Clock Park – parking for over 80 vehicles

Additional unrestricted parking is available in Railway Street and Michel Street, which could be considered to be too remote for Post Office users.

Limited off-street parking is also available in the car park associated with the shops on the southern side of Walters Street and the new Post Office site has provision for off-street parking for 3-4 vehicles.

With the availability of various other parking options for Australia Post customers in the vicinity of the new Post Office at 9 Walters Street, including off-street parking at this site, the provision of a loading zone in this area is not considered to be warranted.

### Attachments

NIL

### Recommendation

THAT a loading zone not be established in front of the new Post Office site at 9 Walters Street, Lowood.



<b>Decision:</b>	Moved - Cr Ogg	Seconded - Cr Hall
	"THAT a loading zone not be established in front of the new Post Office site at 9 Walters Street, Lowood."	
	<u>Carried</u>	

<b>Subject:</b>	<b>Application for an Infirm Wheelie Bin Service - 17 East Street Esk - 00303-00000-000 - Lot 2 RP2276</b>
<b>File Ref:</b>	<b>Rates and government valuations - applications - correspondence - 2015-2016 - garbage (868715, 862471, 866666)</b>
<b>Action Officer:</b>	<b>CSSA</b>

### Background/Summary

An application has been received from the resident from 17 East Street, Esk advising that due to medical reasons, she is unable to take her wheelie bin to the kerbside for collection each week and would like Council to consider providing an infirm wheelie bin service for collection of her wheelie bin.

An infirm wheelie bin service is a service provided by Council to residents with ill health or other physical or mental incapacities that would hinder their ability to place a wheelie bin at the kerb providing no householder in those residential premises is reasonably able to place the bin at the kerb. The service engages Council's waste contractor to collect the wheelie bin from within the premises, place the waste in the removal vehicle and return the wheelie bin to the same position from where it was collected.

For Council to consider an application for an infirm wheelie bin service, Council's revenue statement 2014/2015 states:

*"Where in the view of the Chief Executive Officer that by reason of ill health or other physical or mental incapacity, no householder in a particular residential premise is reasonably able to place a wheelie bin at the kerb adjacent to those notified premises, Council may invoke the infirm households provisions of its waste contract to provide a service to the premises.*

*Applications for an infirm household service must be supported by a medical certificate(s) and will contain a statutory declaration that:*

- *The property is used for residential purposes only*
- *That there are no regular inhabitants of the property who are capable of transporting waste to the collection point.*
- *That satisfactory alternative arrangements cannot be made."*

The applicant from 17 East Street, Esk has supplied the following documents for Council consideration:

- A medical certificate from Brisbane Valley Medical Services stating that the applicant is unable to take her wheelie bin to the kerbside.
- A statutory declaration declaring:

That the property at 17 East Street is used solely for residential purposes;



There is no other person residing at the property to take the wheelie bin to the kerb; and

That she is unable to make any other arrangements to assist her in getting her wheelie bin to kerb for servicing.

The abovementioned application meets the criteria as set out in Council's revenue statement.

#### Attachments

NIL

#### Recommendation

THAT the application for an infirm wheelie bin service from the resident at 17 East Street, Esk, be approved subject to the following conditions:

- The wheelie bin must be placed in the front house yard and be able to be easily accessed by Council's waste contractor at all times.
- If circumstances change, for example, there are regular inhabitants of the property who are capable of transporting waste to the collection point or other satisfactory arrangements can be made for the presentation of the wheelie bin to the kerb, the applicant must notify Council immediately to cancel the infirm service.

#### Decision:

Moved - Cr Gaedtke

Seconded - Cr Ogg

"THAT the application for an infirm wheelie bin service from the resident at 17 East Street, Esk, be approved subject to the following conditions:

- The wheelie bin must be placed in the front house yard and be able to be easily accessed by Council's waste contractor at all times.
- If circumstances change, for example, there are regular inhabitants of the property who are capable of transporting waste to the collection point or other satisfactory arrangements can be made for the presentation of the wheelie bin to the kerb, the applicant must notify Council immediately to cancel the infirm service."

Carried

**Subject:** Hine Road Bridge 2  
**File Ref:** Roads - design and construction - bridges and culverts  
**Action Officer:** WM

#### Background/Summary

Reference is made to the report presented to Council on 28 October 2015 and 30 November 2015 regarding Hine Road Bridge 2 where the following resolutions were carried:



From 28 October 2015 Meeting -

*“THAT in this instance that Council proceed with the option to replace the Hine Road Bridge 2 with a timber bridge using advanced timber technology for an estimated cost of \$425,000.”*

From 30 November 2015 Meeting -

*“THAT in accordance with the Local Government Regulation 2012, Section 235, part (a) that Council procures specialised bridge components from Timber Restorations Systems Pty Ltd for the upgrade of Hine Road Bridge 2 as the only known supplier offering the required specialised bridge components for \$326,961 inclusive of GST.”*

The construction of Hine Road Bridge 2 has now been completed and the final installation costs from Timber Restoration Systems (TRS) are now confirmed as \$147,417 inclusive of GST, bringing the total cost for the supply and installation to \$474,378 inclusive of GST (or \$431,253 excl GST), which is close to the original estimated cost of \$425,000 excl GST as forecast in the 28 October 2015 report.

The specialised nature of the bridge components (high strength fibre reinforced glulams treated with Penta) and necessary construction experience meant that TRS are the only one known supplier that has the expertise to perform the installation. Further as the restoration work uses non-standard processes, under the terms of engagement, TRS will engineer certify that the bridge will carry the design loads.

It is therefore requested that in accordance with the Local Government Regulation 2012, Section 235, part (a) that Council resolves to procure the installation of specialised bridge components from TRS for the upgrade of Hine Road Bridge 2 as the only known supplier offering the required specialised bridge expertise for \$147,417 inclusive of GST.

#### Attachments

Nil

#### Recommendation

THAT in accordance with the Local Government Regulation 2012, Section 235, part (a) that Council procures specialised bridge expertise from Timber Restorations Systems Pty Ltd for the installation of Hine Road Bridge 2 as the only known supplier offering the required specialised bridge expertise for \$147,417 inclusive of GST.

#### Decision:

Moved - Cr Whalley

Seconded - Cr Hall

*“THAT in accordance with the Local Government Regulation 2012, Section 235, part (a) that Council procures specialised bridge expertise from Timber Restorations Systems Pty Ltd for the installation of Hine Road Bridge 2 as the only known supplier offering the required specialised bridge expertise for \$147,417 inclusive of GST.”*

*Carried*



<b>Subject:</b>	<b>Application to Hold Annual Lifecycle Cycling Classic - 26 June 2016</b>
<b>File Ref:</b>	<b>Recreation and cultural services - event management - community events - festivals - sporting (869185)</b>
<b>Action Officer:</b>	<b>CSSA</b>

### Background/Summary

The Lifecycle Cycling Club has written to Council requesting permission to hold their annual Lifecycle Cycling Classic on Sunday, 26 June 2016 in the Lowood / Fernvale / Coominya precinct. The course details are contained in the attached correspondence. The organisers have also requested the assistance of the local SES in manning the low risk traffic management sites and providing a communication network for the event as in previous years.

The annual cycling event has been conducted over the past 14 years; during this time Council has not received any complaints regarding the event.

It is recommended that approval be given to the Lifecycle Cycling Club to run their event with the following conditions:

1. The organisers of the event shall undertake their own assessment of the suitability of the proposed route prior to the event.
2. The organisers must make all arrangements associated with the safe running of the event.
3. Organiser of the event must have public liability insurance in an amount not less than \$10,000,000 and produce documentary evidence of the insurance to Council before the commencement of the event.
4. A copy of the police permit to be provided to Council prior to the event showing the conditions of approval.
5. A copy of Department of Transport and Main Roads approval to be given to Council prior to the event showing that approval has been given to use the nominated main roads to hold this event.
6. Provide a traffic management plan which is to be approved by Somerset Regional Council prior to the event.
7. A copy of written advice from the Management Committee of the Lowood Recreational Complex that approval has been given to the use of the grounds shall be provided to Council prior to the event.
8. All work on Council controlled roads must be carried out in accordance with the Manual of Uniform Traffic Control Devices and any other relevant state standards, regulations or laws.
9. Due recognition shall be given to local SES groups for assistance with the safe running of the event.
10. Any change to the details provided to Council regarding this event shall be notified to



Council in writing.

### Attachments

Letter from Lifecycle Cycling Club

### Recommendation

THAT permission be given to the Lifecycle Cycling Club to hold their annual Lifecycle Cycling Classic on Sunday, 26 June 2016 with the following conditions:

1. The organisers of the event shall undertake their own assessment of the suitability of the proposed route prior to the event.
2. The organisers must make all arrangements associated with the safe running of the event.
3. Organiser of the event must have public liability insurance in an amount not less than \$10,000,000 and produce documentary evidence of the insurance to Council before the commencement of the event.
4. A copy of the police permit to be provided to Council prior to the event showing the conditions of approval.
5. A copy of Department of Transport and Main Roads approval to be given to Council prior to the event showing that approval has been given to use the nominated main roads to hold this event.
6. Provide a traffic management plan which is to be approved by Somerset Regional Council prior to the event.
7. A copy of written advice from the Management Committee of the Lowood Recreational Complex that approval has been given to the use of the grounds shall be provided to Council prior to the event.
8. All work on Council controlled roads must be carried out in accordance with the Manual of Uniform Traffic Control Devices and any other relevant state standards, regulations or laws.
9. Due recognition shall be given to local SES groups for assistance with the safe running of the event.
10. Any change to the details provided to Council regarding this event shall be notified to Council in writing.

### Decision:

Moved - Cr Whalley

Seconded - Cr Ogg

“THAT permission be given to the Lifecycle Cycling Club to hold their annual Lifecycle Cycling Classic on Sunday, 26 June 2016 with the following conditions:

1. The organisers of the event shall undertake their own assessment of the suitability of the proposed route prior to the event.



2. The organisers must make all arrangements associated with the safe running of the event.
3. Organiser of the event must have public liability insurance in an amount not less than \$10,000,000 and produce documentary evidence of the insurance to Council before the commencement of the event.
4. A copy of the police permit to be provided to Council prior to the event showing the conditions of approval.
5. A copy of Department of Transport and Main Roads approval to be given to Council prior to the event showing that approval has been given to use the nominated main roads to hold this event.
6. Provide a traffic management plan which is to be approved by Somerset Regional Council prior to the event.
7. A copy of written advice from the Management Committee of the Lowood Recreational Complex that approval has been given to the use of the grounds shall be provided to Council prior to the event.
8. All work on Council controlled roads must be carried out in accordance with the Manual of Uniform Traffic Control Devices and any other relevant state standards, regulations or laws.
9. Due recognition shall be given to local SES groups for assistance with the safe running of the event.
10. Any change to the details provided to Council regarding this event shall be notified to Council in writing."

Carried

<b>Subject:</b>	<b>2015 Cyclone Marcia - NDRRA Betterment</b>
<b>File Ref:</b>	<b>Grants and subsidies - programs - January 2015 flood - NDRRA - Marcia - NDRRA - 2015 flood - restorative works</b>
<b>Action Officer:</b>	<b>WM</b>

#### **Background/Summary**

Reference is made to the report presented to Council on the 9 September 2015, where the following resolution was carried.

*"THAT Council approves the attached betterment list of works (Attachment A to these Minutes) and commit to funding the Council contribution as indicated, should Council's betterment submission be successful."*

Recently the Queensland Reconstruction Authority (QRA) has advised Council of the outcome of our betterment approval and the status of individual projects. The attached Table 1 shows the individual projects as either 'Approved', 'Under Consideration' or 'Unlikely



to be Approved'. Council will note that we have been successful with funding for 23 projects, totaling \$2,909,640, of which Council will contribute \$509,462. It is expected that the projects that remain under consideration will be determined by the QRA in coming weeks.

The list of projects that were considered 'Unlikely to be Approved' was reviewed and it was found that a number were in urban areas or on steep grades. Based on the benefit to the community or the likelihood of re-damage, Council may wish to consider funding these betterment works in conjunction with the associated Restoration of Public Assets (REPA) works. A list of possible projects that could be considered has been identified in Table 2 attached.

#### Attachments

Council Report 9 September 2015

Table 1: Betterment Funding Status

Table 2: Betterment projects not funded by QRA, with consideration for funding by Council

#### Recommendation

THAT Council place the betterment component of the projects in the attached Table 2 valued at \$90,368, on the Forward Works List for consideration of funding in the 2016/17 budget.

<b>Decision:</b>	Moved - Cr Hall	Seconded - Cr Choat
	<p>"THAT Council place the betterment component of the projects in the attached Table 2 valued at \$90,368, on the Forward Works List for consideration of funding in the 2016/17 budget."</p> <p style="text-align: right;"><u>Carried</u></p>	

<b>Subject:</b>	<b>Operational Report for February - March 2016</b>
<b>File Ref:</b>	<b>Governance - Reporting - Officer Reports</b>
<b>Action Officer:</b>	<b>CSSA</b>

#### Background/Summary – Technical Design Team (Michael Kinion)

##### Technical Design Team (Michael Kinion)

This team has provided the design and set out for the intersection at Clarendon Road and Patrick Estate Road roundabout project and the Lowood Minden Road, Schulz Road and Lehmann Road intersection. The team continued to provide assistance to the construction crews on the following projects Edward Street and William Street stormwater and Taylors Bridge. It has also continued to liaise with the appointed Project Manager for the Fernvale Sports Fields through the construction of this project.

The assets register continues to be updated with the stormwater, rural culverts, cemeteries and the team continues to gather traffic data to update the information in Council's system. The team has also issued the following permits:-

Permit	Mar-16	Mar-15
Property searches	41	25
Land access permit	25	19
Property access applications	7	6
National Heavy Vehicle Regulator permits		



Dwellings	6	6
Other	11	N/A

### Background/Summary – Works Department (Rob Bouchier)

#### *Weather Conditions:*

No lost time due to weather.

#### **Gary Eastell - Foreman:**

##### **Northern Maintenance Crew (Greg Rolph)**

This crew is continuing works on Lowood Minden and Lehmanns Road intersection upgrade works. This work will be ongoing for the next few weeks.

##### **Excavator crew (Paul Davina)**

There have been eight (8) burials during February and five (5) burials during March. This crew has continued with ongoing drainage maintenance, maintenance at the Esk landfill and clean up of illegal dumping sites.

##### **Landfill (Rob Hester)**

The waste operations are continuing as normal at Esk Landfill and Kilcoy Transfer Station.

#### **Wayne Kohler - Foreman:**

##### **Southern Maintenance Crew (Thomas Varney)**

This crew is continuing works on Patrick Estate Road and Clarendon Road roundabout. This work will be ongoing for the next month.

##### **Esk Concrete Crew (Ron Ratcliff)**

This crew is assisting with the roundabout on Patrick Estate Road and Clarendon Road. When finished working at the roundabout, it will be starting back on footpath works.

#### **Wayne Feeney - Foreman:**

##### **Kilcoy 1 Grader Crew (Stuart Gardner)**

This crew is working on Kilcoy Murgon Road for Department of Transport and Main Roads. This work will be ongoing for the next month.

##### **Kilcoy 2 Grader Crew (Rick Norwood)**

This crew is continuing with works on Edward Street, Esk. It is preparing for the last run of kerb and channel. Backfilling and placing new road base will be ongoing for the next few weeks.

#### **Bob Peters – Foreman:**

##### **Austroads Patching Crew 2 (Craig Thompson)**

This crew is continuing with pothole patching throughout the region and assisting other crews as needed.

##### **Austroads Patching Crew 1 (Clinton McLeod)**

This crew is continuing with ongoing patching throughout the region. It is continuing with reseal preparation work and spray sealing new works as jobs are completed.

##### **Bitumen Crew (James Rolph)**

This crew is continuing with Department of Transport and Main Roads pavement repairs and reseal preparation work.



**Bruce Zinn - Foreman:****Bridge Crew: (Kerry Kubler)**

This crew is continuing with works on Taylors Bridge replacement. All piling, headstocks and abutments are now completed. The deck units are planned to be placed on 20 April.

**Kilcoy Concrete Crew: (Rod Flynn)**

This crew has completed works on the footpath upgrade at Kennedy and William Street, Kilcoy. This crew has also completed a repair job for Department of Transport and Main Roads prior to Easter and will be working in Esk on drainage upgrade works in Rashford Street over the next few weeks.

**Nelson Handyside – Senior Foreman:****Repair Crew: (Jim Walker)**

This crew is continuing with ongoing customer service requests and the upgrade of signs on the Brisbane Valley Highway from the Ipswich boundary to Fernvale on behalf of Department of Transport and Main Roads. It is expected for another scheme to be released soon by Department of Transport and Main Roads.

**Town Maintenance Crew: (Jim Smith)**

This crew is working with the Repair Crew to help expedite the upgrade of signs on Brisbane Valley Highway project.

**Charlene Meehan – Foreman:****Kilcoy Mowing Crew:**

This crew is focusing on mowing activities due to recent growing conditions.

**Esk Gardeners:**

This crew is undertaking mowing activities due to recent growing conditions

**Esk and Lowood Mowing Crew:**

This crew is focusing on mowing activities due to recent growing conditions.

**SRC Slasher Operators:**

The slasher operators are currently focusing on undertaking slashing of main roads and arterial Council roads.

**Stewards:**

The town stewards have continued with their usual cleansing duties as well as general mowing, grounds, asset and facility maintenance activities.

**Peter Heath - Foreman:****Mechanics:**

The workshop is continuing with the regular servicing of vehicles, plant and equipment. There have been no major breakdowns. The new HD 45 Austroads truck had a split hydraulic tank and was sent back for some warranty work.

**Welding Crew:**

This crew is continuing with construction of guardrail posts and mountings for Taylors Bridge, works on plant and for Parks and Gardens as needed.

**Hire Plant:**

Trucks, excavators, water trucks, rollers have been hired as needed. Council's bitumen contractor, SRS Roads will be on site completing reseal and new works in the region over the next few weeks.



**Background/Summary – Customer Service Requests (Debbie Chandler)**

Council received 518 customer service requests for the month of February 2016 and 604 customer service requests for the month of March 2016. Copies of the report are attached for your information.

<b>Month</b>	<b>No. of CSR's Received</b>	<b>For Comparison Month</b>	<b>No of CSR's Received</b>
Jul-15	453	Jul-15	578
Aug-15	526	Aug-14	462
Sep-15	526	Sep-14	488
Oct-15	518	Oct-14	458
Nov-15	609	Nov-14	478
Dec-15	422	Dec-14	463
Jan-16	510	Jan-15	705
Feb-16	518	Feb-15	658
Mar-16	605	Mar-15	754
April-16		April-15	756
May-16		May-15	641
June-16		June-15	510
<b>Total</b>	<b>4687</b>	<b>Total</b>	<b>6951</b>

For the month of February, the top five requests received from customers were requests for miscellaneous road maintenance issues (18), replacement of split wheelie bins in Ipswich Waste area (18), miscellaneous animal enquiries (18), declared plants on private properties (16) and livestock wandering at large (12).

For the month of March, the top five requests received from customers were dogs wandering at large (21), livestock wandering at large (21), miscellaneous animal enquiries (20), miscellaneous livestock enquiries (20) and miscellaneous dog enquiries (18).

**Recommendation**

THAT the report be received and the contents noted.

**Decision:**

Moved – Cr Brieschke

Seconded - Cr Whalley

"THAT the report be received and the contents noted."

Carried



<b>Subject:</b>	<b>Community Assistance Grants - Somerset Excellence Bursary - 2015 - 2016 - Ray Zahnow - Doc Id 869181</b>
<b>File Ref:</b>	<b>Community Relations - Sponsorships - Somerset Excellence Bursaries</b>
<b>Action Officer:</b>	<b>MHRCS</b>

#### Background/Summary

Council has received an application for financial assistance from Ray Zahnow, who resides in the Fernvale area. Ray has been selected as a member of the Queensland Over 50 Men's Team, he has been invited to attend the 2016 Australian Masters Indoor Cricket Championships being held in Mackay from 21-28 May 2016.

Ray has previously been the recipient of three State Level Grants. He represented Queensland at the Australian Masters Indoor Cricket Championships in Joondalup, WA held 26 May 2013 - 01 June 2013, the Over 50's Men's Indoor Cricket Championships held in Toombul 25 - 31 May 2014 and also the Australian Masters Indoor Cricket Championships in Sydney 24 - 30 May 2015.

Grant Policy – Assistance Bursary which provides for a payment of \$300 for State Level representation.

#### Attachments

Nil

#### Recommendation

THAT Council approve the application as summarised in this report and grant a State Level Sporting Excellence grant of \$300 to Ray Zahnow who has been selected to compete at the 2016 Australian Masters Indoor Cricket Championship to be held in Mackay 21 - 28 May 2016.

<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Ogg
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"THAT Council approve the application as summarised in this report and grant a State Level Sporting Excellence grant of \$300 to Ray Zahnow who has been selected to compete at the 2016 Australian Masters Indoor Cricket Championship to be held in Mackay 21 - 28 May 2016."

Carried

<b>Subject:</b>	<b>Community Assistance Grants - Somerset Excellence Bursary 2015 - 2016 - Nicholas Webb - Doc Id 874267</b>
<b>File Ref:</b>	<b>Community Relations - Sponsorships - Somerset Excellence Bursaries</b>
<b>Action Officer:</b>	<b>MHRCS</b>

#### Background/Summary

Council has received an application for financial assistance from Aileen Webb, mother of Nicholas, who resides in Lowood. Nicholas has been selected as a member of the Ipswich Under 15 Boys Softball Team; and has been invited to attend the Under 15 Boys Softball



State Championships being held in Rockhampton 8 - 10 April 2016.

Nicholas was the recipient of two Regional Level grants in 2014 to attend softball events held in Rockhampton and Noosa. He has also received a Regional Level grant in August 2015 to attend the Softball State Championships being held in Bundaberg.

This application is considered as part of the Community Assistance Grant Policy which provides for a payment of \$100 for Regional Level representation.

#### Attachments

Nil

#### Recommendation

THAT Council approve the application as summarised in this report and grant a Regional Level Somerset Excellence Bursary of \$100 to Aileen Webb, mother of Nicholas Webb, who has been selected as a member of the Ipswich Under 15 Boys Softball Team; and has been invited to attend the Under 15 Boys Softball State Championships being held in Rockhampton 8 - 10 April 2016.

**Decision:**

Moved - Cr Gaedtko

Seconded - Cr Brieschke

"THAT Council approve the application as summarised in this report and grant a Regional Level Somerset Excellence Bursary of \$100 to Aileen Webb, mother of Nicholas Webb, who has been selected as a member of the Ipswich Under 15 Boys Softball Team; and has been invited to attend the Under 15 Boys Softball State Championships being held in Rockhampton 8 - 10 April 2016."

Carried

<b>Subject:</b>	<b>Community Assistance Grants - Somerset Excellence Bursary 2015 - 2016 - Teresa Webb - Doc Id 874268</b>
<b>File Ref:</b>	<b>Community Relations - Sponsorships - Somerset Excellence Bursaries</b>
<b>Action Officer:</b>	<b>MHRCS</b>

#### Background/Summary

Council has received an application for financial assistance from Aileen Webb, mother of Teresa, who resides in Lowood. Teresa has been selected as a member of the Metropolitan West Team to compete in the 13 – 18 Years Baseball State Championships to be held in Trinity Beach from 14 - 17 April 2016.

Teresa has received four Regional Level grant's from Council in previous years. In 2013 she was a member of the Ipswich Under 12 Girls softball team which competed at the State Championships in Noosa. In April and September 2015 she attended the State Softball Championships in Mackay and Toowoomba. In October 2015 she was selected as a member of the Queensland School Sport Presidents Team to compete in the Queensland Girls Under 15 Cricket Championships held in Mackay.

This application is considered as part of the Community Assistance Grant Policy which provides for a payment of \$100 for Regional Level representation.



**Attachments**

Nil

**Recommendation**

THAT Council approve the application as summarised in this report and grant a Regional Level Somerset Excellence Bursary of \$100 to Aileen Webb, mother of Teresa Webb who has been selected as a member of the Metropolitan West Team to compete in the 13 – 18 Years Baseball State Championships to be held in Trinity Beach from 14 - 17 April 2016.

**Decision:**

Moved – Cr Hall

Seconded - Cr Choat

“THAT Council approve the application as summarised in this report and grant a Regional Level Somerset Excellence Bursary of \$100 to Aileen Webb, mother of Teresa Webb who has been selected as a member of the Metropolitan West Team to compete in the 13 – 18 Years Baseball State Championships to be held in Trinity Beach from 14 - 17 April 2016.”

Carried

<b>Subject:</b>	<b>Community Assistance Grants - Somerset Excellence Bursary 2015 - 2016 - Jacob Bell - Doc Id 872885</b>
<b>File Ref:</b>	<b>Community Relations - Sponsorships - Somerset Excellence Bursaries</b>
<b>Action Officer:</b>	<b>MHRCS</b>

**Background/Summary**

Council has received an application for financial assistance from Christine Gall mother of Jacob Bell, who resides in the Mt Tarampa area. Jacob has been selected as a member of the Australian High School Rodeo Association's Australian team; he has been invited to attend the 2016 National High School Rodeo Association Finals being held in Lebanon, Tennessee USA from 19 – 25 June 2016.

Jacob has not previously received a Somerset Excellence Bursary. To achieve his selection Jacob was the 2015 National Rodeo Association Junior Breakaway Champion 11-16 years, the 2016 Australian High School Rodeo Association runner up boys Breakaway Roping and Ribbon Roping champion.

Grant Policy – Assistance Bursary which provides for a payment of \$500 for National Level representation.

**Attachments**

Nil

**Recommendation**

THAT Council approve the application as summarised in this report and grant a National Level Sporting Excellence grant of \$500 to Jacob Bell who has been selected to compete at the 2016 National High School Rodeo Association Finals being held in Lebanon, Tennessee USA from 19 – 25 June 2016.



<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Brieschke
<p>"THAT Council approve the application as summarised in this report and grant a National Level Sporting Excellence grant of \$500 to Jacob Bell who has been selected to compete at the 2016 National High School Rodeo Association Finals being held in Lebanon, Tennessee USA from 19 - 25 June 2016."</p>		
<u>Carried</u>		

<b>Subject:</b>	<b>Community Assistance Grants - Somerset Excellence Bursary 2015 - 2016 - Karen Gosney - Doc Id 873343</b>
<b>File Ref:</b>	<b>Community Relations - Sponsorships - Somerset Excellence Bursaries</b>
<b>Action Officer:</b>	<b>MHRCS</b>

### Background/Summary

Council has received an application for financial assistance from Karen Gosney, who resides in Sandy Creek. Karen has been selected as a member of the Australian National Barrel Horse Association Team to compete in the 2016 NBHA World Championships to be held in Georgia USA from 23 - 29 October 2016.

Applicant's achievements leading up to selection:

- 2015 NBHA open encouragement award;
- NBHA 2015 most improved rider;
- 2013 most improved rider at NBHA Barrel school;
- March 2013 winner of beginners division at Harlin NBHA event.

This is the first occasion Karen has applied for assistance. This application is considered as part of the Community Assistance Grant Policy which provides for a payment of \$500 for National Level representation.

### Attachments

Nil

### Recommendation

THAT Council approve the application as summarised in this report and grant a National Level Somerset Excellence Bursary of \$500 to Karen Gosney who has been selected as a member of the Australian National Barrel Horse Association Team to compete in the 2016 NBHA World Championships to be held in Georgia USA from 23 - 29 October 2016.

<b>Decision:</b>	Moved - Cr Hall	Seconded - Cr Whalley
<p>"THAT Council approve the application as summarised in this report and grant a National Level Somerset Excellence Bursary of \$500 to Karen Gosney who has been selected as a member of the Australian</p>		



National Barrel Horse Association Team to compete in the 2016 NBHA World Championships to be held in Georgia USA from 23 - 29 October 2016."

Carried

**Subject:** National General Assembly of Local Government - Canberra 19 - 22 June 2016  
**File Ref:** Community relations - arrangements - 2015 - 2016 - Invitations [Doc 874370]  
**Action Officer:** CEO

### Background/Summary

An invitation has been received to attend the Australian Local Government Association's National General Assembly of Local Government 2016 which will take place in Canberra from 19 - 22 June 2016.

### Attachments

Email and brochure - NGA2016

### Recommendation

THAT the Mayor and Crs ..... be authorised to attend the National General Assembly of Local Government to be held in Canberra from 19 - 22 June 2016.

**Decision:** Moved - Cr Ogg Seconded - Cr Whalley

"THAT the Mayor and Cr Hall be authorised to attend the National General Assembly of Local Government to be held in Canberra from 19 - 22 June 2016."

Carried

**Subject:** LGAQ - Diploma of Local Government (Elected Member)  
**File Ref:** Councillors - professional development  
**Action Officer:** CEO

### Background/Summary

Following the local government elections, the Local Government Association of Queensland (LGAQ) are running courses for a Diploma of Local Government (Elected Member).

### Attachments

Email and brochure - LGAQ Elected Member Training

### Recommendation

THAT the report be received and the information noted.

**Decision:** Moved - Cr Ogg Seconded - Cr Brieschke

"THAT the report be received and the information noted."

Carried



<b>Subject:</b>	<b>LGAQ - Elected Member Update</b>
<b>File Ref:</b>	<b>Councillors - professional development</b>
<b>Action Officer:</b>	<b>CEO</b>

**Background/Summary**

The LGAQ Elected Member Update (EMU) program is an annual state-wide program designed for council decision-makers. Following the local government elections, the LGAQ are running Elected Member Update (EMU) programs across Queensland. There is be a two day workshop at Scenic Rim Regional Council on 21 and 22 April 2016 at a cost of \$495 per person.

A two day program can be specifically designed for Somerset councillors and senior managers at a cost of approximately \$5950.

EMU programs can be tailored to meet each council's needs, including the following topics:

- State of the state: Factors impacting local government.
- Financial sustainability and the big three: the business of council, workforce productivity and community perceptions.
- Local government performance.
- Legislative briefing and update.
- Political briefing and update. Influence the new decision makers.
- Industrial relations briefing and update - Impact of the one award.
- Professional development in: leadership, governance, strategic thinking and political strategy.

**Attachments**

Nil

**Decision:** No decision reached.

<b>Subject:</b>	<b>Official race dates - Kilcoy Race Club</b>
<b>File Ref:</b>	<b>Customer service - public reaction - request for service</b>
<b>Action Officer:</b>	<b>CEO</b>

**Background/Summary**

Mr Conway Searle, President of the Kilcoy Race Club, has provided council with a list of official race dates for the 2016 - 2017 year, which is attached for council's information.

**Attachments**

Email from Mr Conway Searle 30/03/16



**Recommendation**

THAT the report be received and the information noted.

**Decision:**

Moved - Cr Whalley

Seconded - Cr Ogg

"THAT the report be received and the information noted."

Carried

**Meetings authorised by Council**

Nil

**Mayor's and Councillors' Reports****Cr Hall - Councillor report**

*Somerset Youth Leadership Camp - Maroochy*

Cr Hall noted his attendance at the Somerset Youth Leadership Camp organised by council and held at Maroochy Waterfront Camp and Conference Centre. Cr Hall stated that he had a great day, and helped build a raft.

**Cr Brieschke - Councillor report**

Cr Brieschke presented a written report as follows -

Friday 15 April	Kilcoy Show
Saturday 16 April	Kilcoy Show
	Moore Markets, 6.30 pm
Thursday 21 April	Community Meeting with Bendigo Bank, Toogoolawah
Saturday 23 April	High Tea, Moore Soldiers Memorial Hall, 10am, \$20 RSVP 20/4.
Sunday 24 April	Kilcoy Race Day
Monday 25 April	ANZAC Day Services

As everyone knows the ANZ Bank, Toogoolawah branch will close for trading on 1 June this year. The Save Our Bank Committee have been in discussion with representatives from the Bendigo Bank looking for a solution to establish adequate banking facilities in the town. A public meeting will be held Thursday, 21 April, 7pm at the Alexandra Hall to inform the community of what services the Bendigo may be able to provide.

Bank executives and staff will be in attendance to discuss services with the community. There will be opportunity to ask questions and for the community to get involved in the process and I urge all residents to attend this very important meeting.

*Meetings/Functions Attended*

3 April	Service of Thanks Giving, 115 years, Victoria Chapel, Cressbrook
6 April	Esk Community Reference Group/Esk Hospital
7 April	Meeting with Bendigo Bank
8 April	Somerset Region Community Support meeting
	Somerset Youth Forum
9 April	Toogoolawah Rodeo
10 April	Somerset Careers Expo
11 April	Council Induction meeting



I attended the Esk Community Reference Group (Esk Hospital) last week. West Moreton Health will be calling for new members for all reference groups in their region, with applications available now for the 2016-2018 committees. Painting is being carried out throughout the hospital and the new male bathroom is now in use providing improved access for patients. Esk Hospital now offers private X-Rays for patients from local General Practitioners, available Monday to Friday by appointment.

The Mayor, Cr Gaedtke and I were fortunate to attend the Somerset Youth Forum on Friday, when student leaders returned from their leadership camp. I was impressed by the students' presentations and stories about their camp experience and ideas that they hope to bring back to their respective schools. I have also received positive feedback from several parents about their children's evaluation of the camp.

### **Cr Ogg - Councillor's report**

Cr Ogg noted that there is a new art show starting Sunday at The Condensery at Toogoolawah, which will be launched at 2pm with drinks and canapés.

### **Cr Gaedtke - Councillor's report**

Cr Gaedtke presented a written report as follows -

#### *Matters of Public Interest*

- 13 April 2016 - Kilcoy District Cultural Village Committee AGM
- 16 April 2016 - Kilcoy Show
- 16 April 2016 - Community Meeting – Brisbane Valley Rattlers Junior Australian Football Club
- 19 April 2016 - Somerset Business Alliance Business Breakfast
- 23 April 2016 - Kilcoy Yowie Markets
- 24 April 2016 - Kilcoy Diggers' Race Day (rsvp 17 April)
- 25 April 2016 - Anzac Day Commemorations

#### *Meetings/Functions attended*

- 2 April 2016 - Hetty van Boven Opening of Quilting Display Glenrock Gallery Esk
- 7 April 2016 - Kilcoy QCWA Branch Monthly Meeting
- 8 April 2016 - Somerset Region Community Support Association General Meeting
- 8 April 2016 - Somerset Youth Leadership Forum
- 9 April 2016 - Kilcoy RSL Presentation of Butler Medalet
- 10 April 2016 - Somerset Youth Career Expo
- 12 April 2016 - Kilcoy Art Society Monthly Meeting

"The second Cancer Council Queensland Somerset Relay for Life is being held on Saturday 1 and Sunday 2 October at Anzac Park Kilcoy. Councillors received an email forwarded on by Ms Pitkin on 8 April, which describes the event and what to expect, and most importantly how to enter a team. The inaugural Somerset Relay for Life was held last year in Kilcoy and the teams involved raised a total of over \$37,000 to help fight cancer. I believe that we as Councillors should be proud of this successful event and show full support by entering a team into the event. Council staff entered a team last year, so I also believe we should match their enthusiasm and form a Councillor Team. I am sure the fun side of the event will surpass the walking commitment."



<b>Decision:</b>	Moved - Cr Hall	Seconded - Cr Whalley
	"THAT the verbal and written reports of Cr Hall, Cr Brieschke, Cr Ogg and Cr Gaedtke be received and the contents noted."	
		<u>Carried</u>

**Receipt of Petition**

Nil

**Consideration of notified motions**

Nil

**Reception of notices of motion for next meeting**

Nil

**Items for reports for future meetings****Lowood River Bend**

Cr Ogg requested an officer's report as to how council might be able to improve the Lowood River Bend, and works in the road reserve at Lowood bend. Cr Ogg would like to see area cleaned up and maintained and used as a park. Cr Ogg requested a full costing of developing the area, so we can look at avenues for funding.

<b>Decision:</b>	Moved - Cr Ogg	Seconded - Cr Whalley
	"THAT Council officers prepare a report as to how council might be able to improve the Lowood River Bend, and works in the road reserve at Lowood bend. Cr Ogg would like to see area cleaned up and maintained and used as a park. Cr Ogg requested a full costing of developing the area, so we can look at avenues for funding."	
		<u>Carried</u>

**Closure of Meeting**

<b>Summary</b>	There being no further business, the Mayor, Cr Graeme Lehmann closed the meeting at 1.45pm.
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