



**Minutes of Ordinary Meeting
Held Wednesday 22 December 2016**

*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 | (Director Corporate and Community Services) |
| Mr T Jacobs | (Director Operations) |
| Mr B Sully | (Director Planning and Development) |
| Mr G Smith | (Director Finance) |
| Mrs K Jones | (Director HR and Customer Service) |
| Mrs S Pitkin | (Minute Secretary) |
| Ms M Maesele | (Communications and Marketing Manager) |

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Opening of Meeting

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

Leave of Absence

Nil

Confirmation of Minutes**Decision**

Moved – Cr Hall

Seconded – Cr Ogg

“THAT the Minutes of the Ordinary Meeting held on 7 December 2016 as circulated to all Members of Council be confirmed”.

Carried

Business arising out of minutes of previous meeting

Nil

Matters of Public Interest**Cr Hall – Matters of Public Interest**

Cr Hall wished everyone a merry Christmas and happy new year.

Cr Brieschke – Matters of Public Interest

Cr Brieschke noted that it was great to hear that Somerset Dam now has Mobile Telephone service. This area was brought to the attention of Telstra representatives visiting Council quite some time ago and it is a relief to see this service delivered to one of our holiday hot spots and long suffering Somerset Dam Village community.

Cr Choat – Matters of Public Interest

Cr Choat wished everyone a happy Christmas and thanked all council staff and volunteers for their work throughout the year. Cr Choat noted that the region's Christmas light displays this year have been absolutely fantastic, and it was good to see the Somerset Christmas spirit.

Cr Ogg – Matters of Public Interest

Cr Ogg wished everyone a happy Christmas and new year.

Cr Gaedtke – Matters of Public Interest

Cr Gaedtke wished everyone a happy and safe Christmas, and a peaceful new year.

| | |
|------------------------|--|
| Subject: | Planning and Building Services Monthly Report - November 2016 |
| File: | Governance - Reporting - Officer Reports |
| Action Officer: | DPAD, SP, BS, PI |

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 November 2016.

NATURAL SOMERSET

Nil

VIBRANT SOMERSET

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

WELL PLANNED SOMERSET

During the month officers attended workshops to better understand the new State Planning legislation, which will be in force in mid 2017.

Planning Development Applications

During the month (nine) Development Applications were received, below 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-five (35) building approvals were issued in the region for October 2016. The percentage of 'Council approved' building applications is 45.7% of all building approvals for the month of October 2016.

Plumbing Compliance Permits and Inspections

The number of plumbing and drainage approvals for November 2016 was 18; this figure is a 14.28% decrease on the figure of 21 for November 2015.

The number of treatment plants on Council's register is 1683 of which 51 or 3.03% are currently overdue for servicing. Letters have been sent to the owners of these systems to ensure compliance. Penalty infringement notices have been issued to repeat offenders.

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 Whalley Seconded - Cr Ogg

“THAT the report be received and the contents noted.”

Carried

| | |
|------------------------|--|
| Subject: | Environmental Health Monthly Report - November 2016 |
| File: | Environmental Management - Reports - Environmental Health Reports |
| Action Officer: | SEHO |

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 section's activities during the month of November 2016.

NATURAL SOMERSET

The pest management program is implemented.

- *Continue public awareness programme to educate the community on invasive plant and animal impacts, identification and control.*
- *Implement actions listed in the Biosecurity Plan.*

Invasive Animal Control

The following is a summary of pest animal control activities for the month:

Wild dogs

- **1080 Baiting Program:** During the month **932** wild dog baits were injected with 1080 for use by landholders. The next advertised 1080 baiting program day will be held on the 13th February 2017.
- **Wild Dog Bounty Program:** - A total of **35** wild dog scalps were presented during the month.

Rabbits

- Officers have been working with landholders to control rabbit infestations in the following areas; Kilcoy, Toogoolawah, Hazeldean, Mt Beppo, Coominya
- Pest Management is continuing to work closely with SEQWater controlling rabbits around Somerset Dam, baiting stations are in place at Kirkleagh camp ground.
- There have been reports of rabbits dying from Virus's across the region, as the weather continues to warm up and flies become more prevalent there will be an increase in mortalities in the regional rabbit population.

Feral Pigs

- **1080 Baiting Program:** During the month **86** feral pig baits were injected with 1080 for use by landholders. The next advertised 1080 baiting program day will be held on 13 February 2017.

Invasive Plant Control

The table below illustrates the times of the year inspection and treatment programs are critical for the control of specific restricted invasive plants. The table also differentiates when regular and minimal control is required.

| Restricted Invasive Plant – Biosecurity | Summer (Dec—Feb) | Autumn (Mar—May) | Winter (Jun—Aug) | Spring (Sep—Nov) |
|---|------------------|------------------|------------------|------------------|
|---|------------------|------------------|------------------|------------------|

| Act 2015 | | | | |
|------------------------|--|--|--|--|
| Honey Locust | | | | |
| Annual Ragweed | | | | |
| Fireweed | | | | |
| Parramatta Grass spp | | | | |
| Giant Rat's Tail Grass | | | | |
| Groundsel Bush | | | | |
| Mother of Millions | | | | |
| African Boxthorn | | | | |
| Parthenium | | | | |
| Water hyacinth | | | | |
| Water Lettuce | | | | |
| Hymenachne | | | | |

LEGEND:

Critical control/Intensive Inspection Period (Pre-flowing/Severe Growth period)



Regular Control/Routine Inspection Conducted (Regular plant growth)



Minimal Control/No inspection conducted (Minimal at no plant growth)



A summary of invasive plant treatment on Council controlled land for the month is as follows:

- **Fireweed** - was treated at, Lowood, Fernvale and Jimna.
- **Annual ragweed** – was treated at Colinton, Harlin, Toogoolawah, Kilcoy, Neurum, Biarra, Fernvale, Lowood, Minden, Mt Beppo, Mt Byron, Gregors Creek, Stanley Pocket and Crossdale.
- **Groundsel** – was treated at Mt Beppo, Kilcoy, Gregors Creek, Glamorgan Vale, Coominya, Monsildale, Jimna, Black Jack Creek and Kangaroo Creek.
- **Giant rat's tail grass** – was treated at Mt Kilcoy, Fernvale, Wivenhoe Pocket, Coominya and Glamorgan Vale.
- **Honey locust** – was treated at Fulham.
- **Aquatic Weeds** – Water lettuce was treated in Sheep Station Creek.
- **Department of Transport and Main Roads – Element 5 - Invasive Plant Control** – was conducted on Brisbane Valley Highway, Esk Kilcoy Road, D'Aguiar Highway East and West, Coominya connection Road, Kilcoy Murgon Road and Esk Hampton Road.
- **Department of Transport and Main Roads - Guide Post Spraying** - was conducted on Esk-Kilcoy Road.

The following is a summary other invasive plant activities for the month:

Biosecurity Orders issued: 1
Herbicide applied: 12,010L

VIBRANT SOMERSET

Swimming pool water quality meets health standards

Water samples from the Toogoolawah, Kilcoy and Lowood pools were collected during November to monitor for compliance with the *Queensland Health Swimming and Spa Pool Water Quality and Operational Guidelines, 2004*. All samples collected complied with the Queensland Health guidelines.

Immunisation clinics are conducted in line with the service provider agreement with Queensland Health

Council successfully delivered the 2016 school based vaccination program at the Lowood and Toogoolawah High Schools under a service provider agreement with the State of Queensland. Planning is currently underway for next year's program.

The annual inspection and licensing program is implemented

- *Ensure that food businesses prepare and sell food that is safe and suitable*
- *Inspections are conducted of premises required to hold licences*
- *Ensure that businesses are compliant with licensing requirements*

In delivering the annual inspection program, a total of **four** food business and **one** water carrier food business inspections were conducted during the month resulting in the issue of 2 letters of non-compliance. A total of **four** poultry farm inspections were conducted during the month.

A summary of licences and approvals issued during November includes:

- **Six** public place activity approvals.
- **One** mobile food business licences.
- **Three** camping ground approvals.

Food businesses, community groups and the general public are better informed about food safety

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

Since subscribing in June 2012, **903** users have utilised the site including **41** for the month of November and **52** for the month of December so far.

Community is better informed about mosquito management. Mosquito management program is implemented

Council continues to provide information regarding mosquito management methods to the community through officer advice, Council's website and the Local Government Toolbox.

Council is currently planning an annual mosquito surveillance program in conjunction with Queensland Health in various towns and villages in the region that will target the Dengue fever and Zika virus vectors; *Aedes aegypti* and *Aedes albopictus*. The program is due to commence in December and will follow through to March 2017

The main aim of the annual surveillance program is to establish the level of confidence in –

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

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

Compliance and other activities

Staff received and investigated a total of **39** customer service requests during November relating to issues such as noise nuisance, illegal dumping, food premises, asbestos public health risk and invasive plants and animal investigations. During the month the following compliance actions were taken:

- **One** advisory letter issued under the *Environmental Protection Act 1994* in relation to building noise nuisance.
- **One** Notice Requiring Relevant Information, **three** Show Cause and **three** Compliance Notices issued under the *Waste Reduction and Recycling Act 2011* in relation to illegal dumping.
- **Two** Public Health Orders were issued under the *Public Health Act 2005*.

Officers also undertook water sampling at **four** private properties across the region, with all samples being generally compliant with the *Australian Drinking Water Guidelines 2011*.

A total of **39** property searches were processed during the month.

Attachment

Nil

Recommendation

THAT the report be received and the contents noted.

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

| | |
|------------------------|--|
| Subject: | Development Application No 14430 - Request to Extend Period of Approval |
| File No: | DA14430 |
| Assessment No: | 80107-00000-000 |
| Action Officer: | SP - Senior Planner |

Subject Land

| | |
|---------------------------|--|
| Location | Mary Street (D'Aguilar Highway) Kilcoy |
| Real Property Description | Lot 8 on RP3329 and Lot 1 on RP105287 |

Current land use approval:

Development Permit for Reconfiguring a Lot for a Boundary Realignment between two properties and the creation of an access easement

Former Kilcoy Shire Planning Scheme 2006 (as amended)

Zone Commercial (Lot 8) - Residential (Lot 1)

SEQ Regional Plan 2009-2031

Designation Urban Footprint

Application

Level of initial assessment Code

Applicant

Who is making the request? Landowner: Brooke E Long

Referrals

Concurrence State Assessment and Referral Agency (SARA)

Attachments

1. Approved Plan of Boundary Realignment Drawing No. 5305 P1, dated 12.08.14 drawn by O'Reilly Nunn Favier Surveyors.
2. SARA Concurrence Agency response dated 26.08.14, Reference SDA-0714-012048.
3. SARA Concurrence Agency response dated 5 December 2016 supporting request to extend relevant period, Reference SPD-1116-032286.

RECOMMENDED DECISION

THAT Council approve the request to extend the Relevant Period for Development Application No 14430 for a Development Permit for Reconfiguring a Lot for a boundary realignment between two properties and the creation of an access easement situated at Mary Street Kilcoy on land described as Lot 8 on RP3329 and Lot 1 on RP105287 by two years up to and including 31 October 2018 subject to the requirements and conditions contained in the Schedules and Attachments of Council's Decision Notice dated 25 September 2014.

1.0 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 the Development Permit for Reconfiguring a Lot for a boundary realignment between two properties and the creation of an access easement situated at Mary Street (D'Aguilar Highway) Kilcoy on land described as Lot 8 on RP3329 and Lot 1 on RP105287 by two years up to and including 31 October 2018 subject to the requirements and conditions contained in the Schedules and Attachments of Council's Decision Notice dated 25 September 2014.

The applicant has requested a further 24 month extension to the relevant period, as she has been unable to secure the funding required to complete the approved development within the current relevant period.

2.0 REFERRAL

Concurrence Agency

State Assessment and Referral Agency (SARA)

The Department of Infrastructure, Local Government and Planning (DILGP), in their capacity as the SARA were a concurrence agency as Mary Street is a State-controlled road. The Department has reviewed the request to extend the relevant period and has advised that it has no objection to the extension being approved.

3.0 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 request is the applicant's first 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

The approval involves realigning the boundaries between Lot 8 RP3329 and Lot 1 RP105287 by creating lawful access for Lot 1, which is currently landlocked to Mary Street. Due to the reduction in size and width of Lot 8 required to achieve this, an access easement benefitting Lot 8 also formed part of the approval to ensure practical and lawful access will remain available to the rear of the smaller lot. Refer to the approved Plan of Development provided at Attachment 1.

The approval involves a total area of 1,227m². Currently Lot 8 contains 506m² and as indicated on the approved Plan of Development (**refer to Attachment 1**) this will be reduced to approximately 325m² within the Centre zone. At present Lot 1 contains 721m² and this will be increased to an area of approximately 902m² within the General Residential zone.

Since the application was approved, the Somerset Region Planning Scheme has come into effect. The approved development satisfies the minimum lot size of 200m² within the Centre zone; and 600m² within the General Residential zone.

Community's current awareness of the proposal

The application was originally code assessable and so did not require public notification. It is difficult to comment with any accuracy as to how code assessable applications are considered by the community, but the current status of the approval and a copy of the decision notice are available on Council's website as part of its eServices.

Whether, if refused, further rights for submissions would be available and the likelihood they may be exercised

Should the request be refused, an identical application under the Somerset Region Planning Scheme would be code assessable and so it would not be possible for a member of the community to make a properly made submission.

The views of any concurrence agency

Refer to Item 2 in this report and Attachments 2-3.

RECOMMENDED DECISION

THAT Council approve the request to extend the Relevant Period for Development Application No. 14430 for a Development Permit for Reconfiguring a Lot for a boundary realignment between two properties and the creation of an access easement situated at Mary Street Kilcoy on land described as Lot 8 on RP3329 and Lot 1 on RP105287 by two years up to and including 31 October 2018 subject to the requirements and conditions contained in the Schedules and Attachments of Council's Decision Notice dated 25 September 2014.

| | | |
|---|--------------------|-----------------------|
| Decision: | Moved - Cr Whalley | Seconded - Cr Gaedtke |
| <p>"THAT Council approve the request to extend the Relevant Period for Development Application No. 14430 for a Development Permit for Reconfiguring a Lot for a boundary realignment between two properties and the creation of an access easement situated at Mary Street Kilcoy on land described as Lot 8 on RP3329 and Lot 1 on RP105287 by two years up to and including 31 October 2018 subject to the requirements and conditions contained in the Schedules and Attachments of Council's Decision Notice dated 25 September 2014."</p> <p style="text-align: right;"><u>Carried</u></p> | | |

| | |
|------------------------|--|
| Subject: | Development Application No 16362 Application for a Development Permit for a Material Change of Use for a Home Based Business (Industrial Home Enterprise) |
| File No: | DA16362 |
| Assessment No: | 03687-50000-000 |
| Action Officer: | PO-MJ |

Subject Land

| | |
|----------------------------|---------------------------------------|
| Location | 147 Clarendon Station Road, Clarendon |
| Real Property Description | Lot 17 on RP209608 |
| Area | 2 hectares |
| Current land use | Dwelling and shed |
| Easements and Encumbrances | Nil |

Somerset Region Planning Scheme 2016

| | |
|------|-------|
| Zone | Rural |
|------|-------|

SEQ Regional Plan 2009-2031

| | |
|----------|--|
| Category | Regional Landscape and Rural Production Area |
|----------|--|

Application

| | |
|----------------------------|--|
| Level of Assessment | CODE |
| Applicant/s | Michael John Sugden |
| Applicants contact details | 147 Clarendon Station Road Clarendon QLD 4311 |
| Land Owner/s details | Karen Leanne Sugden |
| Date properly made | 2 November 2016 |

Referral Agencies

| | |
|----------------------|-----|
| Concurrence Agencies | Nil |
|----------------------|-----|

| | |
|-----------------------------|-----|
| Advice Agencies | Nil |
| Third Party Advice Agencies | Nil |

Attachments

1. Site Plan – prepared by R & F Steel and amended by applicant
2. Floor Plan - prepared by R & F Steel and amended by applicant
3. Elevation - prepared by R & F Steel

RECOMMENDED DECISION

THAT Council approve the Development Application for a Material Change of Use for a Development Permit for a Home Based Business (Industrial Home Enterprise) on land described as Lot 17 on RP209608 and situated at 147 Clarendon Station Road, Clarendon 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 (SPA), the applicant has made a properly made development application and is seeking approval for a Material Change of Use for a Development Permit for a Home Based Business.

The following level of assessment applies to the development under the Somerset Region Planning Scheme as the site is located within the Rural Zone:

- Code Assessable for Home based business (Industrial home enterprise)

An application is required because the establishment of an Industrial home enterprise triggers assessable development against the planning scheme.

2.0 PROPOSAL

The applicant proposes to establish a mobile safety certificate (roadworthy certificate) business through the Department of Transport and Main Roads (DTMR). As part of the operation DTMR require the business to have a fixed business address where inspections are able to undertaken from if required. Some minor repairs and maintenance of vehicles and farming equipment will also be undertaken on the property.

The business is to operate out of an existing shed which will also continue to function as a domestic outbuilding. The applicant proposes that the business will operate Monday to Friday: 6am – 6pm, Saturday: 8am – 12pm which is consistent with the planning scheme requirements. The landowner and his son are the only employees of the business.

3.0 SITE DETAILS

The site is described as Lot 17 on RP209608 and located at 147 Clarendon Station Road, Clarendon, containing 2 hectares in area.

4.0 SURROUNDING LAND USES

The site is surrounded by a large rural property which appears to be used as a cattle dairy.

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 Regional Landscape Rural Production area 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.

5.1 VEGETATION MANAGEMENT ACT 1999

There is no vegetation of significance as per the Department of Environment and Resource Management mapping.

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 2016

The application did not require assessment against the State Planning Policy 2016.

6.0 LOCAL GOVERNMENT LEGISLATION

The Somerset Region Planning Scheme identifies relevant codes and overlays against which the development is to be assessed with proposed solutions measured against the performance outcomes proposed by the Code. In instances where alternative solutions are provided in lieu of the acceptable outcome they are discussed below.

| Applicable Code | Performance Outcome Compliance | Is Alternative Solution Provided? |
|--|--------------------------------|-----------------------------------|
| Rural zone code | Yes | Not required |
| Home based business code | Yes | Not required |
| Service, works and infrastructure code | Yes | Not required |
| Transport, access and parking code | Yes | Not required |
| Applicable Overlay Code | Performance Outcome Compliance | Is Alternative Solution Provided? |
| Biodiversity overlay code | Yes | Yes |
| Flood hazard overlay code | Yes | Not required |

The development as proposed complies with the provisions of the relevant codes identified in the Somerset Region Planning Scheme with the exception of the following.

Biodiversity overlay code

| <i>Performance outcome</i> | <i>Acceptable outcome</i> |
|--|---|
| <i>Biodiversity Corridors -rehabilitation and revegetation</i> | |
| PO5 Development provides for land identified as containing a Biodiversity Corridor on Biodiversity overlay maps OM003a-b to be restored and enhanced so as to contribute towards a functional and connected network of viable habitat areas. Note – where an environmental offset applies, restoration and enhancement activities are to be included as a requirement of a Direct Benefit Management Plan under the Queensland Environmental Offsets Policy. | AO5.1 Development provides for cleared, degraded or disturbed areas identified as containing a Biodiversity Corridor on Biodiversity overlay maps OM003a-b to be rehabilitated or allowed to regenerate naturally. AO5.2 Development provides for locally native plant species to be predominantly used in the revegetation and landscape planting on the <i>site</i> . |

| | |
|--|---|
| | AO5.3 Development provides for revegetation and landscape planting that does not use declared or environmental weeds. |
| <i>Biodiversity Corridors –unimpeded movement for wildlife</i> | |
| PO6 Unimpeded movement of fauna within and through the site via Biodiversity Corridors identified on Biodiversity overlay maps OM003a-b are maintained. Note - A supporting Ecological Site Assessment is prepared in accordance with SC6.1 - Planning Scheme Policy 1 – Ecological Site Assessment Guidelines. | AO6.1 Where within a Biodiversity Corridor identified on Biodiversity overlay maps OM003a-b , fauna movement is maintained by: (a) retaining bands of vegetation at least 200 metres wide on a site; and b) <i>buildings, structures</i> are not located within retained vegetation bands. |
| Alternative solution | |
| The site is predominantly void of vegetation and no revegetation is proposed. | |
| Planning officer comment | |
| The subject land is predominantly clear of vegetation. The proposed development does not involve the restoration of cleared areas. The dominant land use surrounding the subject land is grazing with large expanses of cleared paddocks. Given the nature of the development it is not considered relevant or reasonable to require the revegetation of the site. | |

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

Existing tanks are provided for the shed which will provide sufficient water for the proposed business.

Sewerage

The site is serviced by the existing on-site effluent disposal system. The proposed use is not anticipated to have an adverse impact on the existing system.

Stormwater/Drainage

The proposed development is not considered to have any adverse impacts upon stormwater. However, the landowners must ensure that stormwater is connected to a legal point of discharge.

Services

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

Infrastructure charges

Council's Charges Resolution (No. 2) 2016 identifies that home based businesses are 'Minor

Uses' and do not attract infrastructure charges.

8.0 STATE AGENCY REFERRALS

Concurrence Agencies

There are no Concurrence Agencies relating to this application.

Advice Agencies

There are no Advice Agencies relating to this application.

RECOMMENDED DECISION

THAT Council approve the Development Application for a Material Change of Use for a Development Permit for Home Based Business on land described as Lot 17 on RP209608 and situated at 147 Clarendon Station Road, Clarendon 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"> Site Plan – prepared by R & F Steel and amended by applicant Floor Plan - prepared by R & F Steel and amended by applicant Elevation - prepared by R & F Steel | At all times |
| 1.2 | Comply with relevant provisions of the Somerset Region Planning Scheme; Planning Scheme Policies and Local Laws. | At all times |
| 1.3 | Pay to Council any outstanding rates, charges or expenses levied by Council over the subject land | Before the change happens |
| 1.4 | The home-based business must not operate before 6am or after 6pm Monday to Friday, or before 8am or after 12pm Saturday. | At all times |
| 1.5 | There are to be no more than three (3) commercial vehicles used for the home-based business on the property at any time. | At all times |
| 1.6 | Equipment, goods, or materials associated with the home based business which are located outdoors: <ul style="list-style-type: none"> (a) do not exceed 50 square metres in area; (b) are to be located behind the rear building line of the shed; (c) are not to be visible from the street frontage. | At all times |
| 1.7 | A maximum of 100m ² of the shed, the outdoor storage permitted by condition 1.6 and the driveway in front of the shed are to be the only areas of the property used for the business. | At all times |

| | | |
|--|---|--------------|
| 1.8 | If in excess of 30m ² of the shed is to be utilised solely for the use of the business a change of classification will be required in accordance with the Building Code of Australia. | At all times |
| 1.9 | The landowner and two employees are the maximum number of people who work within the home based business. | At all times |
| 1.10 | A minimum of two (2) car parking spaces are to be provided for the business. | At all times |
| SCHEDULE 2 – Environmental <i>Assessment Manager</i> | | |
| | GENERAL | |
| 2.1 | <p>APPROVAL TYPE</p> <p>This approval is given for the activity “Motor Vehicle Workshop” and is defined as operating a workshop on a commercial basis or in the course of carrying on a commercial enterprise involving maintaining mechanical components, engine cooling radiators or body panels or spray-painting body panels or detailing or washing. The changing, replacing or operating of any plant or equipment installed in the approved place is prohibited if the change, replacement or operation of the plant or equipment increases, or is likely to substantially increase the risk of environmental harm.</p> | At all times |
| 2.2 | <p>CHANGING OF PLANT / EQUIPMENT / PROCEDURES / PROCESSES</p> <p>The changing, replacing or operating of any plant or equipment, procedures, and/or processes associated with the activity is prohibited if such changes increases or is likely to substantially increase the scale of the business or risk of environmental harm.</p> | At all times |
| 2.3 | <p>RECORD KEEPING – COPY OF DEVELOPMENT APPROVAL</p> <p>A copy of this development approval must be kept at a location readily accessible to all personnel carrying out this activity for the lifetime of the activity.</p> | At all times |
| 2.4 | <p>RECORD KEEPING - DOCUMENTS</p> <p>All records and documents required to be kept by a condition of this development approval must be kept at the premises for a period of not less than one (1) year unless otherwise specified and must be made available for examination by an authorised person immediately upon request. This is in addition to any records required to be kept by any legislative requirements.</p> | At all times |
| 2.5 | POLLUTION PREVENTION EQUIPMENT | At all times |

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| | Containment clean up equipment appropriate to the activities conducted and the materials stored at the premises must be provided and maintained in a readily accessible location to all site personnel. | | | | | | | | | | | | | | | | | |
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| | NOISE | | | | | | | | | | | | | | | | | |
| 2.6 | NOISE LEVEL CRITERIA The emission of noise from the premises must not exceed the levels specified in the noise schedule below. | At all times | | | | | | | | | | | | | | | | |
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| 2.7 | Noise Schedule Noise Level at a Noise Sensitive Place Measured as the Adjusted Maximum Sound Pressure Level L _(Amax adj, T) <table><tr><td></td><td>Period</td></tr><tr><td>Background noise level plus 5 dB(A)</td><td>7 am – 6 pm</td></tr><tr><td>Background noise level plus 5 dB(A)</td><td>6 pm – 10 pm</td></tr><tr><td>Background noise level plus 3 dB(A)</td><td>10 pm – 7 am</td></tr></table> Noise Limits at a Commercial Place Measured as the Adjusted Maximum Sound Pressure Level L _(Amax adj, T) <table><tr><td></td><td>Period</td></tr><tr><td>Background noise level plus 10 dB(A)</td><td>7 am – 6 pm</td></tr><tr><td>Background noise level plus 10 dB(A)</td><td>6 pm – 10 pm</td></tr><tr><td>Background noise level plus 8 dB(A)</td><td>10 pm – 7 am</td></tr></table> | | Period | Background noise level plus 5 dB(A) | 7 am – 6 pm | Background noise level plus 5 dB(A) | 6 pm – 10 pm | Background noise level plus 3 dB(A) | 10 pm – 7 am | | Period | Background noise level plus 10 dB(A) | 7 am – 6 pm | Background noise level plus 10 dB(A) | 6 pm – 10 pm | Background noise level plus 8 dB(A) | 10 pm – 7 am | At all times |
| | Period | | | | | | | | | | | | | | | | | |
| Background noise level plus 5 dB(A) | 7 am – 6 pm | | | | | | | | | | | | | | | | | |
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| | Period | | | | | | | | | | | | | | | | | |
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| | | | | | | | | | | | | | | | | | | |
| 2.8 | NOISE LEVELS – MONITORING AND RECORDING When requested by Council, monitoring and recording of noise levels must be undertaken to investigate any non-vexatious complaint caused by noise emissions from operations at the premises. Such monitoring must be undertaken within a reasonable and practicable timeframe nominated by the Council and be carried out by a suitably qualified and experienced person. Once completed, the results of such monitoring must be submitted to the Council for review and any recommendations made in the report implemented. | At all times | | | | | | | | | | | | | | | | |
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| 2.9 | NOISE – GRATES/MANHOLE COVERS All grates / manhole covers within the premises must be kept tight to prevent vibrational noise due to vehicle movement. | At all times | | | | | | | | | | | | | | | | |
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| | AIR | | | | | | | | | | | | | | | | | |
| 2.10 | RELEASES TO AIR – BURNING PROHIBITED Nothing is to be burned at the premises or removed from the premises to be burnt elsewhere. | At all times | | | | | | | | | | | | | | | | |
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| 2.11 | AIRBORNE CONTAMINANTS/ODOUROUS RELEASES – ENVIRONMENTAL HARM | At all times | | | | | | | | | | | | | | | | |

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| | The release of noxious or offensive odours or other airborne contaminants, including particles, smoke, fumes and aerosols resulting from the activity must not cause environmental harm at any sensitive receptor. | |
| 2.12 | SPRAY PAINTING – RESTRICTIONS – MINOR WORK Spray painting must not be undertaken at the premises, with the exception of minor spray painting work. Such work must be confined to the workshop and must not cause environmental nuisance. | At all times |
| | | |
| | WATER | |
| 2.13 | CONTAMINANTS/CONTAMINATED WATER – RELEASES Contaminants or contaminated water must not be directly or indirectly released from the premises or to the ground or groundwater at the premises except for: A Uncontaminated overland stormwater flow; B Uncontaminated stormwater to the stormwater system; C Contaminants lawfully released to sewer; OR D A release in accordance with a condition of this development approval. | At all times |
| | | |
| 2.14 | RELEASES TO WATER – VISIBLE CONTAMINATION Releases to water must not cause any visible oil slick or other visible evidence of oil or grease, nor contain visible, grease, scum, litter or floating oil. | At all times |
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| 2.15 | MAINTENANCE AND CLEANING - EQUIPMENT Maintenance and cleaning of equipment must be carried out in an area where contaminants cannot be released into stormwater drainage, a roadside gutter, waters or onto unsealed ground. | At all times |
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| 2.16 | CONTAMINANTS - SPILLAGE Any spillage of contaminants must be cleaned up immediately by a method other than hosing or otherwise releasing the contaminants into stormwater drainage, a roadside gutter, waters or onto unsealed ground. | At all times |
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| 2.17 | CONTAMINANTS – STORAGE Contaminants must be stored in such a manner to prevent contact with incident rainfall and overland flow of stormwater. | At all times |
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| 2.18 | MOTOR VEHICLES – WORK IN APPROVED AREA All work on motor vehicles is to be conducted inside the | At all times |

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| | workshop in such a manner to prevent the release of contaminants to the environment. | |
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| | WASTE | |
| 2.19 | <p>WASTE - DISPOSAL</p> <p>A contaminant (including a waste) must not:</p> <ul style="list-style-type: none"> a Be buried at the premises; or b Be in contact with soil at the premises; or c Directly or indirectly seep or penetrate into the soil or groundwater at the premises. | At all times |
| | | |
| 2.20 | <p>LIQUID WASTE CONTAMINANTS - STORAGE</p> <p>Liquid waste contaminants (including waste oil) must be stored in a covered bunded/contained area on an impervious surface in such a manner that will prevent the accidental release of contaminants into the stormwater system, sewer or unsealed ground.</p> | At all times |
| | | |
| 2.21 | <p>MOTOR VEHICLE PARTS - STORAGE</p> <p>Engine and other metal parts with any residual oil or grease must be stored undercover on a sealed surface in such a manner as to prevent oil, grease and other contaminants entering the soil or waters.</p> | At all times |
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| 2.22 | <p>REGULATED WASTE - STORAGE</p> <p>Regulated waste must be identified and segregated from non compatible waste streams for storage and collection by an approved waste transporter</p> | At all times |
| | | |
| 2.23 | <p>REGULATED WASTE – REMOVAL</p> <p>Where regulated waste is removed from the place (other than by a release as permitted under this development approval), the operator must monitor and record the following:</p> <ul style="list-style-type: none"> a The date, quantity and type of waste removed; and b Name of the waste transporter and/or disposal operator that removed the waste; and c The intended treatment/disposal destination of the waste. | At all times |
| | | |
| 2.24 | <p>WASTE AND RECYCLING STORAGE FACILITIES</p> <p>Waste and recycling storage facilities must be provided in accordance with the following provisions:</p> <ul style="list-style-type: none"> a Adequate waste containers must be provided to contain the volume and type of waste and recyclable matter generated by the development; | At all times |

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| | <p>b A permanent waste storage point for waste containers must be constructed of a solid concrete base or acceptable equivalent; and</p> <p>c The permanent waste storage point must be designed and constructed so it can be easily cleaned whilst ensuring that no waste or recyclable matter is released to the stormwater system or any waterway.</p> | |
| 2.25 | <p>WASTE STORAGE AREA - MAINTENANCE</p> <p>All reasonable and practicable measures must be taken to ensure the waste storage area is kept to a standard of cleanliness where there is no accumulation of;</p> <p>a Waste, except in waste containers;</p> <p>b Recycled matter, except in containers;</p> <p>c Grease; or</p> <p>d Other visible matter.</p> | At all times |
| | | |
| | LIGHT | |
| 2.26 | <p>LIGHT SOURCES</p> <p>Light sources at the premises must be positioned and shielded to prevent light spillage outside the boundaries of the premises.</p> | At all times |
| | | |
| | DEFINITIONS | |
| 2.27 | <p>For the purposes of the development approval, any term not otherwise defined in this approval has the meaning conferred to that term in the <i>'Environmental Protection Act 1994'</i> or in the absence of a meaning in the Act, has the meaning conferred to that term in its common use.</p> <p>In the event of any inconsistency arising between the meaning of any term provided in this approval, and the meaning in the Act or any common usage of that term, the meaning conferred in this approval will apply.</p> <p>'Contaminant' can be:</p> <p>a A gas, liquid or solid; or</p> <p>b An odour; or</p> <p>c An organism (whether alive or dead), including a virus; or</p> <p>d Energy, including noise, heat, radioactivity and electromagnetic radiation; or</p> <p>e A combination of contaminants.</p> <p>'Environmental harm' is any adverse effect, or potential adverse effect (whether temporary or permanent and of whatever magnitude, duration or frequency) on an environmental value, and includes environmental nuisance.</p> <p>'Environmental nuisance' is unreasonable interference or</p> | |

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| | <p>likely interference with an environmental value caused by:</p> <ul style="list-style-type: none"> a Aerosols, fumes, light, noise, odour, particles or smoke; or b An unhealthy, offensive or unsightly condition because of contamination; or c Another way prescribed by regulation. <p>‘Minor spray painting’ includes the repair of stone chips, dents and scratches on vehicle panels with acrylic lacquer and the spray painting application rate is:</p> <ul style="list-style-type: none"> a Less than 1 L per hour; and b The maximum quantity of paint used for each individual item is less than 0.1 litre. <p>‘Noise’ includes vibration of any frequency, whether emitted through air or another medium.</p> <p>‘Noxious’ means harmful or injurious to health or physical well being.</p> <p>‘Offensive’ means causing offence or displeasure; is disagreeable to the sense; disgusting; nauseous or repulsive.</p> <p>‘Premises’ means Lot 3 on Registered Plan 212145 situated at 268-270 Ipswich Street, Esk.</p> <p>‘Regulated waste’ means non-domestic waste mentioned in <i>Section 65 and Schedule 7 of the ‘Environmental Protection Regulation 2008’</i>.</p> <p>‘Release of a contaminant’ includes –</p> <ul style="list-style-type: none"> a To deposit, discharge, emit or disturb the contaminant; and b To cause or allow the contaminant to be deposited, discharged, emitted or disturbed; and c To allow the contaminant to escape; and d To fail to prevent the contaminant from escaping. <p>‘Sensitive Receptor’ means any of the following places:</p> <ul style="list-style-type: none"> a A dwelling; library and educational institution (including a school, college, and university); b A childcare centre or kindergarten; c A school or playground; d Hospital, surgery or other medical institution; e Commercial and retail uses; f A protected area, or an area identified under a conservation plan as a critical habitat or an area of major interest, under the <i>Nature Conservation Act 1992</i>; g A marine park under the <i>Marine Parks Act 2004</i>; | |
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| | <p>h A park or garden that is open to the public (whether or not on payment of money) for use other than for sport or organised entertainment.</p> <p>‘Suitably qualified and experienced person’ means a person who has such competence and experience in relation to that activity as is recognised in the relevant industry as appropriate for that activity. A suitably qualified and experienced person includes personnel that have been trained, authorised and accredited by the manufacturer of a specific item of equipment and/or process. Only a suitably qualified and experienced person can test, repair and reset the equipment after a fault.</p> <p>‘Uncontaminated Overland Stormwater Flow’ and ‘Uncontaminated Stormwater’ refer to stormwater that does not contain contaminants.</p> <p>‘Waters’ includes river, stream, lake, lagoon, pond, swamp, wetland, unconfined surface water, unconfined water, natural or artificial watercourse, bed and bank of any waters, dams, non-tidal or tidal waters (including the sea), stormwater channel, stormwater drain, roadside gutter, stormwater run-off, and groundwater and any part thereof.</p> | |
| SCHEDULE 3 – ENGINEERING | | |
| 3.1 | All vehicular access shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Regional Council Development Manual and Standard Drawings</i> . | At all times |
| 3.2 | The landowner is responsible for maintenance of vehicular access for the property, from the road carriageway to property boundary in accordance with Council’s Policy and Standards. | At all times |
| STORMWATER | | |
| 3.3 | Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders. | At all times |
| EROSION AND SEDIMENT CONTROL | | |
| 3.4 | <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 drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. | At all times |
| Advice | | |
| 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]. | | |

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| Relevant Period - 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' – 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> |

Attachments for the Decision Notice include:

- Site Plan – prepared by R & F Steel and amended by applicant
- Floor Plan - prepared by R & F Steel and amended by applicant
- Elevation - prepared by R & F Steel

Decision

Moved – Cr Hall

Seconded – Cr Choat

"THAT Council approve the Development Application for a Material Change of Use for a Development Permit for Home Based Business on land described as Lot 17 on RP209608 and situated at 147 Clarendon Station Road, Clarendon 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"> • Site Plan – prepared by R & F Steel and amended by applicant • Floor Plan - prepared by R & F Steel and amended by applicant • Elevation - prepared by R & F Steel | At all times |
| 1.2 | Comply with relevant provisions of the Somerset Region Planning Scheme; Planning Scheme Policies and Local Laws. | At all times |
| 1.3 | Pay to Council any outstanding rates, charges or expenses levied by Council over the subject land | Before the change happens |

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| 1.4 | The home-based business must not operate before 6am or after 6pm Monday to Friday, or before 8am or after 12pm Saturday. | At all times |
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| 1.5 | There are to be no more than three (3) commercial vehicles used for the home-based business on the property at any time. | At all times |
| | | |
| 1.6 | Equipment, goods, or materials associated with the home based business which are located outdoors: (a) do not exceed 50 square metres in area; (b) are to be located behind the rear building line of the shed; (c) are not to be visible from the street frontage. | At all times |
| | | |
| 1.7 | A maximum of 100m ² of the shed, the outdoor storage permitted by condition 1.6 and the driveway in front of the shed are to be the only areas of the property used for the business. | At all times |
| | | |
| 1.8 | If in excess of 30m ² of the shed is to be utilised solely for the use of the business a change of classification will be required in accordance with the Building Code of Australia. | At all times |
| | | |
| 1.9 | The landowner and two employees are the maximum number of people who work within the home based business. | At all times |
| | | |
| 1.10 | A minimum of two (2) car parking spaces are to be provided for the business. | At all times |
| | | |
| SCHEDULE 2 – Environmental | | |
| <i>Assessment Manager</i> | | |
| | GENERAL | |
| 2.1 | APPROVAL TYPE This approval is given for the activity “Motor Vehicle Workshop” and is defined as operating a workshop on a commercial basis or in the course of carrying on a commercial enterprise involving maintaining mechanical components, engine cooling radiators or body panels or spray-painting body panels or detailing or washing. The changing, replacing or operating of any plant or equipment installed in the approved place is prohibited if the change, replacement or operation of the plant or equipment increases, or is likely to substantially increase the risk of environmental harm. | At all times |
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| | environmental harm. | | | | | | | | | | | | | | | | | |
| 2.3 | <p>RECORD KEEPING – COPY OF DEVELOPMENT APPROVAL</p> <p>A copy of this development approval must be kept at a location readily accessible to all personnel carrying out this activity for the lifetime of the activity.</p> | At all times | | | | | | | | | | | | | | | | |
| 2.4 | <p>RECORD KEEPING - DOCUMENTS</p> <p>All records and documents required to be kept by a condition of this development approval must be kept at the premises for a period of not less than one (1) year unless otherwise specified and must be made available for examination by an authorised person immediately upon request. This is in addition to any records required to be kept by any legislative requirements.</p> | At all times | | | | | | | | | | | | | | | | |
| 2.5 | <p>POLLUTION PREVENTION EQUIPMENT</p> <p>Containment clean up equipment appropriate to the activities conducted and the materials stored at the premises must be provided and maintained in a readily accessible location to all site personnel.</p> | At all times | | | | | | | | | | | | | | | | |
| | NOISE | | | | | | | | | | | | | | | | | |
| 2.6 | <p>NOISE LEVEL CRITERIA</p> <p>The emission of noise from the premises must not exceed the levels specified in the noise schedule below.</p> | At all times | | | | | | | | | | | | | | | | |
| 2.7 | <p>Noise Schedule</p> <p>Noise Level at a Noise Sensitive Place Measured as the Adjusted Maximum Sound Pressure Level $L_{(Amax\ adj, T)}$</p> <table><tr><td></td><td>Period</td></tr><tr><td>Background noise level plus 5 dB(A)</td><td>7 am – 6 pm</td></tr><tr><td>Background noise level plus 5 dB(A)</td><td>6 pm – 10 pm</td></tr><tr><td>Background noise level plus 3 dB(A)</td><td>10 pm – 7 am</td></tr></table> <p>Noise Limits at a Commercial Place Measured as the Adjusted Maximum Sound Pressure Level $L_{(Amax\ adj, T)}$</p> <table><tr><td></td><td>Period</td></tr><tr><td>Background noise level plus 10 dB(A)</td><td>7 am – 6 pm</td></tr><tr><td>Background noise level plus 10 dB(A)</td><td>6 pm – 10 pm</td></tr><tr><td>Background noise level plus 8 dB(A)</td><td>10 pm – 7 am</td></tr></table> | | Period | Background noise level plus 5 dB(A) | 7 am – 6 pm | Background noise level plus 5 dB(A) | 6 pm – 10 pm | Background noise level plus 3 dB(A) | 10 pm – 7 am | | Period | Background noise level plus 10 dB(A) | 7 am – 6 pm | Background noise level plus 10 dB(A) | 6 pm – 10 pm | Background noise level plus 8 dB(A) | 10 pm – 7 am | At all times |
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| | | |
| 2.15 | MAINTENANCE AND CLEANING - EQUIPMENT | At all times |

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| | Maintenance and cleaning of equipment must be carried out in an area where contaminants cannot be released into stormwater drainage, a roadside gutter, waters or onto unsealed ground. | |
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| 2.23 | <p>REGULATED WASTE – REMOVAL</p> <p>Where regulated waste is removed from the place (other than by a release as permitted under this development approval), the operator must monitor and record the following:</p> <ul style="list-style-type: none"> a The date, quantity and type of waste removed; and b Name of the waste transporter and/or disposal operator that removed the waste; and c The intended treatment/disposal destination of the waste. | At all times |
| 2.24 | <p>WASTE AND RECYCLING STORAGE FACILITIES</p> <p>Waste and recycling storage facilities must be provided in accordance with the following provisions:</p> <ul style="list-style-type: none"> a Adequate waste containers must be provided to contain the volume and type of waste and recyclable matter generated by the development; b A permanent waste storage point for waste containers must be constructed of a solid concrete base or acceptable equivalent; and c The permanent waste storage point must be designed and constructed so it can be easily cleaned whilst ensuring that no waste or recyclable matter is released to the stormwater system or any waterway. | At all times |
| 2.25 | <p>WASTE STORAGE AREA - MAINTENANCE</p> <p>All reasonable and practicable measures must be taken to ensure the waste storage area is kept to a standard of cleanliness where there is no accumulation of;</p> <ul style="list-style-type: none"> a Waste, except in waste containers; b Recycled matter, except in containers; c Grease; or d Other visible matter. | At all times |
| | LIGHT | |
| 2.26 | <p>LIGHT SOURCES</p> <p>Light sources at the premises must be positioned and shielded to prevent light spillage outside the boundaries of the premises.</p> | At all times |
| | DEFINITIONS | |
| 2.27 | <p>For the purposes of the development approval, any term not otherwise defined in this approval has the meaning conferred to that term in the '<i>Environmental Protection Act 1994</i>' or in the absence of a meaning in the Act, has the meaning conferred to that term in its common use.</p> <p>In the event of any inconsistency arising between the meaning</p> | |

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| | <p>of any term provided in this approval, and the meaning in the Act or any common usage of that term, the meaning conferred in this approval will apply.</p> <p>‘Contaminant’ can be:</p> <ul style="list-style-type: none"> a A gas, liquid or solid; or b An odour; or c An organism (whether alive or dead), including a virus; or d Energy, including noise, heat, radioactivity and electromagnetic radiation; or e A combination of contaminants. <p>‘Environmental harm’ is any adverse effect, or potential adverse effect (whether temporary or permanent and of whatever magnitude, duration or frequency) on an environmental value, and includes environmental nuisance.</p> <p>‘Environmental nuisance’ is unreasonable interference or likely interference with an environmental value caused by:</p> <ul style="list-style-type: none"> a Aerosols, fumes, light, noise, odour, particles or smoke; or b An unhealthy, offensive or unsightly condition because of contamination; or c Another way prescribed by regulation. <p>‘Minor spray painting’ includes the repair of stone chips, dents and scratches on vehicle panels with acrylic lacquer and the spray painting application rate is:</p> <ul style="list-style-type: none"> a Less than 1 L per hour; and b The maximum quantity of paint used for each individual item is less than 0.1 litre. <p>‘Noise’ includes vibration of any frequency, whether emitted through air or another medium.</p> <p>‘Noxious’ means harmful or injurious to health or physical well being.</p> <p>‘Offensive’ means causing offence or displeasure; is disagreeable to the sense; disgusting; nauseous or repulsive.</p> <p>‘Premises’ means Lot 3 on Registered Plan 212145 situated at 268-270 Ipswich Street, Esk.</p> <p>‘Regulated waste’ means non-domestic waste mentioned in <i>Section 65 and Schedule 7 of the ‘Environmental Protection Regulation 2008’</i>.</p> <p>‘Release of a contaminant’ includes –</p> | |
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| | <p>a To deposit, discharge, emit or disturb the contaminant; and</p> <p>b To cause or allow the contaminant to be deposited, discharged, emitted or disturbed; and</p> <p>c To allow the contaminant to escape; and</p> <p>d To fail to prevent the contaminant from escaping.</p> <p>‘Sensitive Receptor’ means any of the following places:</p> <p>a A dwelling; library and educational institution (including a school, college, and university);</p> <p>b A childcare centre or kindergarten;</p> <p>c A school or playground;</p> <p>d Hospital, surgery or other medical institution;</p> <p>e Commercial and retail uses;</p> <p>f A protected area, or an area identified under a conservation plan as a critical habitat or an area of major interest, under the <i>Nature Conservation Act 1992</i>;</p> <p>g A marine park under the <i>Marine Parks Act 2004</i>;</p> <p>h A park or garden that is open to the public (whether or not on payment of money) for use other than for sport or organised entertainment.</p> <p>‘Suitably qualified and experienced person’ means a person who has such competence and experienced in relation to that activity as is recognised in the relevant industry as appropriate for that activity. A suitably qualified and experienced person includes personnel that have been trained, authorised and accredited by the manufacturer of a specific item of equipment and/or process. Only a suitably qualified and experienced person can test, repair and reset the equipment after a fault.</p> <p>‘Uncontaminated Overland Stormwater Flow’ and ‘Uncontaminated Stormwater’ refer to stormwater that does not contain contaminants.</p> <p>‘Waters’ includes river, stream, lake, lagoon, pond, swamp, wetland, unconfined surface water, unconfined water, natural or artificial watercourse, bed and bank of any waters, dams, non-tidal or tidal waters (including the sea), stormwater channel, stormwater drain, roadside gutter, stormwater run-off, and groundwater and any part thereof.</p> | |
| SCHEDULE 3 – ENGINEERING | | |
| 3.1 | All vehicular access shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Regional Council Development Manual and Standard Drawings</i> . | At all times |
| 3.2 | The landowner is responsible for maintenance of vehicular access for the property, from the road carriageway to property boundary in accordance with Council’s Policy and Standards. | At all times |

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| | STORMWATER | |
| 3.3 | Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders. | At all times |
| | | |
| | EROSION AND SEDIMENT CONTROL | |
| 3.4 | <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 drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. | At all times |
| | | |
| Advice | | |
| 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]. | | |
| | | |
| Relevant Period - 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' – 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 <i>Division 8 Section 461</i> 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'. [A copy of the Right of Appeal will be enclosed with the Decision Notice]. | | |
| <u>Carried</u> | | |

| | |
|------------------------|---|
| Subject: | Development Application No 15712 - Application for a Development Permit for a Material Change of Use for an intensification to the existing caravan park (additional 25 sites) |
| File No: | DA15712 |
| Assessment No: | 04057-00000-000 |
| Action Officer: | PO-RG |

Subject Land

| | |
|----------------------------|-----------------------|
| Location | 381 Atkinson Dam Road |
| Real Property Description | Lot 1 on RP166219 |
| Area | 1.375 hectares |
| Current land use | Caravan park |
| Easements and Encumbrances | Nil |

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

| | |
|----------------|---------------------|
| Zone | Rural |
| Precinct | Arable Agricultural |
| Structure Plan | Rural |

SEQ Regional Plan 2009-2031

| | |
|----------|--|
| Category | Regional Landscape and Rural Production Area |
|----------|--|

Application

| | |
|----------------------------|--|
| Level of Assessment | IMPACT |
| Applicant/s | Atkinson Dam Holiday Park |
| Applicants contact details | C/- Lockyer Designs PO Box 492 Gatton Qld 4343 |

| | |
|--------------|---------------|
| Land Owner/s | Wendy E Maher |
|--------------|---------------|

| | |
|--------------------|-----------------|
| Date properly made | 15 January 2016 |
|--------------------|-----------------|

Referral Agencies

| | |
|-----------------------------|----------|
| Concurrence Agencies | Nil |
| Advice Agencies | Nil |
| Third Party Advice Agencies | Seqwater |

Notification Stage

| | |
|---------------------------|-----------------|
| Compliance received | 27 October 2016 |
| Submissions received | 1 |
| Submissions properly made | 1 |

Attachments

1. Site plan and proposed wastewater treatment design: Drawing No H01 issue A, dated 25.08.16 and drawn by Moreton Hydraulic Services
2. Draft Infrastructure Charges Notice

RECOMMENDED DECISION

THAT Council 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 Making a Material Change of Use for an intensification to the existing caravan park.

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 – Arable Agricultural Precinct:

- Impact assessable (inconsistent) for a caravan park.

The application will be assessed against the relevant matters set out in section 314 of *SPA*. An application is required because caravan parks are assessable development in the Rural Zone.

2.0 BACKGROUND

The site has a historical approval for up to 10 caravan sites that was issued in 1975 under the Esk Shire's Interim Development By-Law. Over the years the site has been in operation, this gradually expanded to a lawful use for up to 21 sites including 14 caravan/camper van sites and seven cabins prior to the site's purchase by the current owner.

This application seeks to formalise additional development which has occurred since the current owner took possession in 2014.

3.0 PROPOSAL

The application will result in a caravan park with a total of 46 sites, being:

- 12 cabins (Sites 2, 3, 6, 7, 8, 9, 10b, 11, 12, 22, 23 and 25);
- 12 caravan/motor home sites (Sites 00, 13, 14, 15, 19, 20, 21, 28, 29, 30, 31 and 32);
- 17 camping sites (Sites 24; 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48 and 49); and
- 3 bunkhouses (multi-unit transportable buildings) (Sites 1, 4-5 and 26-27).

In total, the proposal will increase the total number of sites by 25.

4.0 SITE DETAILS

The property is small, and irregular in shape. Its boundaries are defined to the north by Atkinsons Dam Road, to the west by a road reserve, to the south by Atkinsons Dam and by an adjoining property to the east. It is currently used as a holiday park, and contains existing cabins, a kiosk, camp kitchen, caravans and other buildings. It is not known to be prone to slip, subsidence, erosion or inundation.

5.0 SURROUNDING LAND USES

The surrounding area is rural in nature, with the Lake Atkinson day use area adjoining to the south and a property containing an existing dwelling house and associated outbuilding adjoining to the east.

6.0 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 Regional Landscape and Rural Production Area under the SEQRP. The proposed development does not involve the addition of more than 750m² of gross floor area and so does not require assessment against the SEQRP Regulatory Provisions or referral to the Department of Infrastructure, Local Government and Planning (DILGP).

6.1 VEGETATION MANAGEMENT ACT 1999

The site does not contain mapped remnant vegetation.

6.2 ENVIRONMENTAL PROTECTION ACT 1994

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

6.3 STATE PLANNING POLICY JULY 2014

The proposed development is consistent with the requirements of SPP July 2014.

7.0 ASSESSMENT - LOCAL GOVERNMENT LEGISLATION

As the application is impact assessable, the proposed development must be assessed against the whole of the former Esk Shire's Planning Scheme 2005 (as amended). Assessment of the proposal measured against the intent of the relevant desired environmental outcomes, overall outcomes and specific outcomes and probable solutions is provided below.

7.1 Desired Environmental Outcomes (DEOs)

The following table provides a summary of the proposal's compliance with the relevant DEOs.

| DEO | Summary | Compliance |
|-----|--|---|
| b | Esk Shire has a sustainable and diverse rural economy with a wide range of employment opportunities due to an expansion of existing industries in areas such as tourism, regional recreation and the establishment of new economic activities. | The proposed development will increase the capacity of the holiday park, and so complies with DEO (b). |
| d | The natural and scenic attributes of the Brisbane Valley are managed and protected to maintain biodiversity and ecological processes, and to promote continued economic development and the health and wellbeing of the community. | The proposed development will have no adverse impacts on natural or scenic attributes of the Brisbane valley, and so complies with DEO (d). |

7.2 Overall Outcomes (OOs)

The following tables provide a summary of the proposal's compliance with the relevant OOs.

| Table 7.2.1 – Rural Zone Code | | |
|-------------------------------|---|--|
| OO | Summary | Compliance |
| a | Good quality agricultural land is protected from fragmentation and the intrusion of incompatible uses. | The proposed development will not compromise good quality agricultural land. |
| b | Existing rural activities (including intensive animal industries) are protected from encroachment by incompatible uses. | The proposed development will not prejudice an existing rural activity. |
| c | Development is to maintain or enhance the rural amenity, character, environmental and landscape values of these areas. | The proposed development will not have adverse impacts on the amenity, character, environmental or landscape values of the area. |
| d | Buildings and structures are designed and sited to be compatible with the rural character of the | The additional buildings are architecturally similar to the |

| | | |
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| | surrounding areas. | existing development, and will have no adverse visual impacts on the area. |
| h | <p>Non-agricultural uses, such as recreation, home based business, education or tourism related uses of a low intensity and scale, only occur where they:</p> <ul style="list-style-type: none"> are associated with local rural activities; or cause no adverse impact on rural activities, important rural landscape values and maintain the open nature of land use in this zone; and cause no adverse impact (due to site specific or cumulative effects) on water quality (surface and ground) so development improves pre-development discharges or does not cause any net worsening to downstream water quality; and area connected to the shire road network and urban centres by roads and are capable of accommodating the type and volume of traffic likely to be generated and are provided with a water supply, liquid and solid waste | The proposed development not considered to pose a risk to surface or groundwater quality, gains access off of Atkinsons Dam Road and is an expansion to existing tourism infrastructure ensuring impacts on agricultural land use in the area is minimised. |

Table 7.2.2 – Caravan Parks Code

| OO | Summary | Compliance |
|----|---|---|
| 2 | <p>To facilitate the development of caravan parks for short term accommodation and for long term residency that:</p> <ul style="list-style-type: none"> Ensure a high standard of health, safety and amenity for visitors and residents; Are compatible with the amenity and character of the area. | The proposed development will result in a more diverse offering of tourist accommodation offerings in the locality, and will be consistent with the amenity and character of the area. As such, the proposed development complies with OO2. |

Table 7.2.3 – Catchment Management Overlay Code

| OO | Summary | Compliance |
|----|--|--|
| a | Water quality in local watercourses, the Brisbane River and Lake Wivenhoe are protected. | Subject to appropriate conditions, the proposed development is unlikely to result in decreased water quality in local watercourses, adverse impacts on downstream water bodies or increased chemical and bacterial levels. |
| b | Further deterioration of water quality throughout the Shire is avoided. | |
| c | In category A sub-catchments, where water quality and associated possible adverse impacts on downstream water bodies is a specific issue, pollution loads are reduced. | |

| | |
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| | |
| g | Chemical and bacterial levels in all watercourses are reduced, particularly in category A sub-catchments. |

| Table 7.2.4 – Major Transport and Energy Corridor and Infrastructure Overlay Code | | |
|--|---|--|
| OO | Summary | Compliance |
| a | Development adjacent to major transport and energy corridors, high voltage transmission lines and electricity substation sites does not compromise the efficiency of facilities or infrastructure contained within these corridors. | The proposed development will not result in adverse impacts on Atkinsons Dam Road. |
| b | The amenity and safety of development is not adversely affected by proximity to a major transport or energy corridor. | The site has been long established adjacent to Atkinsons Dam Road. |

7.3 Codes

The table below provides a summary of the proposed development's compliance with the requirements of the relevant planning scheme codes.

| Applicable Code | Performance Outcome Compliance | Is Alternative Solution Provided? |
|--|---------------------------------------|--|
| Rural Zone | Yes | No |
| Caravan Parks | Yes | No |
| Applicable Overlay Code | Performance Outcome Compliance | Is Alternative Solution Provided? |
| Catchment Management | Yes | PS3.2 |
| Major Transport and Energy Corridor and Infrastructure | Yes | No |

The development as proposed complies with the provisions of the relevant codes identified in the former Esk Shire's Planning Scheme 2005 (as amended) with the exception of Probable Solution PS3.2 of the Catchment Management Overlay Code.

The alternative solution proposed by the applicant is discussed below.

Catchment Management Overlay Code

| <i>Specific Outcomes</i> | <i>Acceptable Solutions</i> |
|--|--|
| SO3 The level of nutrients entering the surface or groundwater system is minimised. | PS3.2 In the Rural Zone, all development is setback: (i) not less than 100 metres from any watercourse shown on Map OM3B in a category B sub-catchment identified on Map OM3B; or (ii) not less than 200 metres from any watercourse shown on Map OM3B in a category A sub-catchment identified on Map OM3A; or |

| | |
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| | (iii) not less than 200 metres from the full supply level of Lake Wivenhoe, Lake Somerset, Lake Atkinson and Cressbrook Dam. |
| Applicant's Alternative Solution | |
| The proposed development will be located around 89m from the full supply level (FSL) of Lake Atkinson. | |
| Planning Comments | |
| There has been a caravan park established on the site since 1975 and, while it is located within 200m of the Lake Atkinson FSL, the site is located below the dam wall and downstream. | |
| As such, it is considered the proposed development will not have an adverse impact on the level of nutrients entering Lake Atkinson, other surface waters or the groundwater system and so the proposed alternative solution is consistent with SO3. | |

8.0 OTHER PLANNING CONSIDERATIONS

Trunk Infrastructure and Services

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

8.1 Water Supply

The site is not in a reticulated water supply area, and is currently supplied with potable water under an arrangement with Seqwater.

As part of the application process, and as discussed below in **sections 8.2 and 10**, Seqwater has advised that they will not be continuing to supply the Atkinson Dam Holiday Park with potable water into the future.

Under Schedule 3 of the planning scheme, non-residential Development not able to be serviced by a reticulated water supply are required to ensure there is a water supply which will meet the needs of the development. This same schedule requires that residential uses (single dwelling houses and the like) located outside of reticulated water supply areas are to have a minimum of 45,000L of water storage.

On this basis, and the fact that the proposed upgrade to the on-site effluent disposal system will be able to service a maximum of 59 people, it is considered that a minimum of 200,000L of water storage would be an acceptable amount for the proposed development. Should Council approve the development, a condition will be included to ensure this minimum amount of water storage is provided.

8.2 Sewerage

The existing caravan park development was serviced by a septic system of indeterminate age, and it is proposed to be replaced with an advanced secondary system which will have the capacity to treat the effluent generated by a maximum of 59 people.

The proposed development will have the capacity to accommodate significantly more than this, and so should Council approve the development a condition will be included to restrict the number of people on site at any one time to 59 to prevent the likelihood of system failure and adverse impacts on soil and water quality.

A subsequent plumbing and drainage approval will be required for the new system, which will need to be fully designed in accordance with Australian Standard 1547 as required by Schedule 3 of the planning scheme.

8.3 Stormwater/Drainage

The proposed development is not considered to have any adverse impacts upon stormwater. However, the landowners must ensure that stormwater is connected to a legal point of discharge.

8.4 Roads

Infrastructure charges for the Somerset transport network have been calculated in accordance with Council's *Charges Resolution (No. 2) 2016*. These charges total \$18,100.

As part of their application, the applicant has requested that Council waive the infrastructure charges on the basis that it is an existing facility, which has been extensively upgraded to improve tourist accommodation offerings in the Region.

8.5 Services

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

8.6 Environment

The proposed development will not result in environmental degradation.

8.7 Heritage

The site neither adjoins nor contains a heritage feature listed in either the State Queensland Heritage Register or Council's Local Heritage Register.

9.0 REFERRAL AGENCIES

9.1 Concurrence Agencies

There are no referral agencies for the proposed development, in accordance with the *Sustainable Planning Regulation 2009*.

THIRD PARTY ADVICE AGENCY

9.2 South East Queensland Water (Seqwater)

The application was referred to Seqwater so that they could provide third party advice on how the proposal may impact on their bulk-water assets, namely Lake Atkinson. Their initial response in February included a request for information concerning the on-site effluent disposal system, and advice that while they were (at the time) supplying the property with potable water that it was their intention that they would only be supplying non-potable water in the future.

Further advice in response to the applicant's information request was not received, however they did make a properly made submission to the application during the public notification period. This will be discussed below in section 9.

10.0 PUBLIC NOTIFICATION

Public notification of the application was carried out in accordance with the provisions of the Sustainable Planning Act 2009 (SPA). Council has received the 'Notice of Compliance' in accordance with the requirements of the 'Act'.

During the notification period Council received one submission, which was properly made.

The grounds of submission together with officer comments are detailed below.

10.1 – It is understood that a 10,000L balance tank will manage the load of the system during peak periods. Given the system is designed to cater for an average of 59 people, calculations should be provided demonstrating that the balance tank can cater for peak capacity (being the maximum number of guests and staff of 150 people).

Officer comment for 10.1 –

Council's senior plumbing inspector has advised that the balance tank proposed to be installed as part of the on-site effluent disposal system is likely able to cater only for the 59 people the system is designed for. The applicant advised as part of their information request that the maximum number of people on site as a result of the proposed development will be 150, but that this maximum occupation rate has never been achieved on site. They have further advised that on average there are normally a maximum of 40 guests and residents on site on weekdays, and a maximum of 60 people on site during weekends.

As such, it is considered that in order to satisfy the concerns regarding the capacity of the proposed on-site effluent disposal system a condition could be included limiting the number of people on site at any one time to 59.

10.2 – The material received to date does not provide a number of key details which should be provided in a Site and Soil Evaluation Report and Design Report as suggested in the Australian Standard 1547 – including a site assessment, soil category, suitability of existing disposal area, report on the selection of the proposed wastewater treatment unit and nitrogen and phosphorous balance.

Officer comment for 10.2 –

The details described above are required to accompany the subsequent application for a plumbing and drainage approval, for which Council is the only possible assessment manager. Council's senior plumbing inspector has advised the proposed on-site effluent disposal system appears to be broadly adequate for the design capacity of 59 people, and will expect the additional details outlined above to accompany the plumbing and drainage application in accordance with AS1547.

10.3 – The Permeability Report appears to indicate a depth to the water table of 250mm as compared to a 2m separation distance in the Seqwater Development Guidelines (M7.2 of Element 1).

Officer comment for 10.3 –

As outlined in 9.2, the applicant has not yet provided a site assessment or soil category which nominated a depth to groundwater. In any event, if the water table was to be encountered 250mm deep the only way to achieve the Seqwater separation distance would be to build up the disposal area, which has an area of 316m², by 2m. This is considered to be an unreasonable imposition, especially when the site is downstream from Lake Atkinson and the proposed on-site effluent disposal system will be treating effluent to an advanced secondary standard. This is a far greater standard of treatment than currently occurs with the existing septic system, and so it is considered the proposed system will greatly reduce the potential for groundwater contamination by viral or bacterial pathogens even should the water table be shallow.

10.4 - The assumptions used for the hydraulic calculations, being 50L/day for unserviced sites and 115L/day for serviced sites, are considered to be unrealistic as 50L/day is nominated in AS1547 as the rate for recreation areas. In accordance with AS1547, a design flow of 100L/day would be more

appropriate.

Officer comment for 10.4 –

As discussed above, Council's senior plumbing inspector has reviewed the proposed on-site effluent disposal system and is satisfied it is broadly adequate for the design capacity of 59 people and will expect further detail as part of a subsequent plumbing and drainage application.

10.5 - The trench width is identified as being 1.5m, but the calculations use a trench width of 2m.

Officer comment for 10.5 –

Council's senior plumbing inspector has advised that this is a minor matter which will be rectified as part of a subsequent plumbing and drainage application.

10.6 – No assurances can be made around the continued supply of potable water to the property.

Officer comment for 10.6 –

Please refer to **section 8.1** of this report.

11. CONFLICT WITH THE PLANNING SCHEME

Section 4.14(3) of the planning scheme provides that uses not identified in Table 1 – Assessment categories and relevant assessment criteria for the Rural Zone – making a material change of use are considered to be generally inconsistent with the outcomes sought for the Rural Zone.

However, as outlined above in **section 7** of this report the proposed development in this circumstance has been assessed as consistent with the relevant overall outcomes and specific outcomes of the Rural Zone code. On this basis, it is considered that the proposed development is not in conflict with the planning scheme.

RECOMMENDED DECISION

THAT Council approve the Development Application for a Development Permit for a Material Change of Use for a for intensification to an existing caravan park (additional 25 sites) on land described as Lot 1 on RP166219 and situated at 381 Atkinsons Dam Road, Atkinsons Dam 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"> Drawing No. H01 issue A, dated 25.08.16 and drawn by Moreton Hydraulic Services | 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. |
| 1.4 | A legible copy of this development approval package is to be | At all times during |

| | | |
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| | available on the premises at all times during construction. | the construction phase |
| | | |
| 1.5 | Pay to Council any outstanding rates, charges or expenses levied by Council over the subject land | Before the change happens |
| | | |
| 1.6 | Provide a minimum water storage capacity of 200,000L capable of capturing roof run-off and connected to service all water consumption needs of the development, in accordance with Schedule 3 – Standards for Provision of Water Supply and for Effluent Treatment and Disposal, under the former Esk Planning Scheme 2005 (as amended). | Within three months of the approval taking effect. |
| | | |
| 1.7 | The maximum number of people to be on site at any one time is 59. | At all times. |
| | | |
| SCHEDULE 2 – Engineering | | |
| <i>Assessment Manager</i> | | |
| | ENGINEERING | |
| 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 use. |
| | | |
| | ROADWORKS | |
| 2.3 | All internal roads are to be maintained with a minimum 4 meter wide gravel access. | At all times. |
| | | |
| 2.4 | All manoeuvring areas shall enable access to a single-unit truck/bus based on a 12.5 meter Design Vehicle in accordance with <i>Austroads</i> design manual. | At all times. |
| | | |
| | SITES | |
| 2.5 | All sites are to be located so that they can be accessed by the use of internal roadways. | Prior to commencement of use. |
| | | |
| 2.6 | All sites are located so that they provide a well drained surface. | At all times. |
| | | |
| 2.7 | Minimum site area for tent/camping sites is to be 40m ² with minimum setbacks of: <ul style="list-style-type: none"> • 1.5m from any other caravan or tent site boundary; and • 2m setback from internal road | At all times. |
| | | |
| | VEHICLE ACCESS | |
| 2.8 | 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> . | At all times. |
| | | |

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| 2.9 | The landowner is responsible for construction and maintenance of vehicular access for the property, 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. | At all times. |
| 2.10 | All vehicles shall enter and leave the site in a forward gear | At all times. |
| 2.11 | The Applicant is to provide a sealed access from the road carriageway of Atkinsons Dam Road to the property boundary. | Prior to commencement of use. |
| CAR PARKING | | |
| 2.12 | Provide on-site car parking for thirty-two (32) vehicles, including two (2) spaces for disabled persons in accordance with Council Planning Scheme Policy No 3 – Standards for Provision and Construction of Parking areas. All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and <i>Somerset Regional Council Development Manual</i> . Further, all surfaces must achieve minimum longitudinal gradients and minimum crossfall in accordance with AS2890. | Within three months of the approval taking effect. |
| 2.13 | Construct and maintain the driveway and parking areas of hard standing material such as concrete, or bitumen in accordance with Australian Standards. | At all times. |
| REFUSE STORAGE AREA | | |
| 2.14 | Refuse bin storage areas must be provided on the premises within a building, outbuilding or other enclosed structure so that it is screened from public view with a minimum 1.5 meter high solid fence or wall. | At all times. |
| 2.15 | If bins are not collected from the front of the property adjacent to Atkinsons Dam Road, provide waste collection areas in such locations so as to allow a servicing vehicle to enter and manoeuvre, so as to minimize the risk of injury to persons or damage to property, and leave the property in forward gear. | Within three months of the approval taking effect. |
| INDOOR AND OUTDOOR LIGHTING | | |
| 2.17 | Lighting must be provided to the following areas of the site: • The entrances/exits of the building/s. | At all times. |
| 2.18 | The outdoor lighting must mitigate adverse lighting and illumination impacts by: • Not causing nuisance by way of light spill or glare at adjacent properties and roadways. • Providing graduated intensity lighting with lower level brightness at the perimeter of the subject land and | At all times. |

| | <ul style="list-style-type: none">higher intensities at the centre of the subject land.Directing lighting onto the subject land and away from neighbouring properties.Using shrouding devices to preclude light overspill onto surrounding properties where necessary.Not operating lighting that uses sodium lights or flare plumes. | | | | | | | | | | | | | |
|--|---|--|---|--|--|-------------|--|--|-------------------------------------|----------|-------------------------------------|--------------------------------------|---|---------------|
| | | | | | | | | | | | | | | |
| | STORMWATER | | | | | | | | | | | | | |
| 2.19 | Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders. | At all times. | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 2.20 | Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development. | At all times. | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| | EROSION AND SEDIMENT CONTROL | | | | | | | | | | | | | |
| 2.21 | Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction. Should proposed controls prove to be ineffective, Council will require the installation of additional measures. | At all times. | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| SCHEDULE 3 – Environmental Assessment Manager | | | | | | | | | | | | | | |
| 3.1 | The approval holder must ensure that water supplied as part of the operation for drinking, bathing, food preparation and utensils washing is potable water. | At all times. | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| 3.2 | <p>The caravan park must be provided with –</p> <p>a) Sanitary conveniences for each sex for the exclusive use of the residents of the caravan park who are not accommodated in a self contained cabin as follows-</p> <p>i. In accordance with Table 1 (Sanitary Conveniences), excluding any site occupied by a caravan which is fitted with a sanitary convenience; and</p> <table><tr><th colspan="4">Table 1 – Sanitary Conveniences</th></tr><tr><th>No of sites</th><th>Minimum no of water closets or pan cabinets and pans for females</th><th>Minimum no of water closets or pan cabinets and pans for females</th><th>Minimum length of urinals for males</th></tr><tr><td>Up to 40</td><td>1 for every 7 sites or part thereof</td><td>1 for every 10 sites or part thereof</td><td>0.6m for every 20 sites or part thereof</td></tr></table> <p>ii. Such that if 10 or more water closet fixtures are provided – at least 1 water closet fixture and its compartment or cubicle is –</p> | Table 1 – Sanitary Conveniences | | | | No of sites | Minimum no of water closets or pan cabinets and pans for females | Minimum no of water closets or pan cabinets and pans for females | Minimum length of urinals for males | Up to 40 | 1 for every 7 sites or part thereof | 1 for every 10 sites or part thereof | 0.6m for every 20 sites or part thereof | At all times. |
| Table 1 – Sanitary Conveniences | | | | | | | | | | | | | | |
| No of sites | Minimum no of water closets or pan cabinets and pans for females | Minimum no of water closets or pan cabinets and pans for females | Minimum length of urinals for males | | | | | | | | | | | |
| Up to 40 | 1 for every 7 sites or part thereof | 1 for every 10 sites or part thereof | 0.6m for every 20 sites or part thereof | | | | | | | | | | | |

| | | |
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| | <ul style="list-style-type: none"> a. Accessible to both sexes; and b. Constructed, equipped and provided with access in accordance with AS1428 <i>Design for Access and Mobility – General Requirements for Access</i>; and iii. Installed and kept in a separate compartment or cubicle constructed so as to ensure that the privacy of each person using the sanitary convenience is maintained; and <p>b) Ablution facilities for each sex for the exclusive use of the residents of the caravan park who are not accommodated in a self contained cabin as follows –</p> <ul style="list-style-type: none"> i. 1 shower or bath (in a separate cubicle) for each sex, for every 15 individual sites within the caravan park; and ii. Each cubicle for a shower or a bath must be constructed so as to totally conceal a person within the cubicle from persons who may be outside the cubicle; and iii. At least 1 hand basin for each sex, for every 15 individual sites within the caravan park; and iv. 1 baby bath; and <p>c) Laundry facilities for the exclusive use of the residents of the caravan park who are not accommodated in a self contained cabin in the ratio of 1 set of twin wash tubs and 1 clothes washing machine and 35 lineal meters of clothes line for every 20 sites or part thereof, excluding any site which is fitted with a set of twin wash tubs and a clothes washing machine; and</p> <p>d) The facilities specified in paragraphs a) to c) inclusive, subject to the following-</p> <ul style="list-style-type: none"> i. The requirements of this condition (3.2) apply where each site is designated for occupation by not more than 3 persons; and ii. If 1 or more sites are designated for occupation by more than 3 persons – the local government may require the approval holder to provide and maintain toilet, bathing and showering facilities in excess of the requirements specified in paragraphs a) to c) inclusive. | |
| 3.3 | All waste generated as part of the operation of the facility must be stored and disposed of in accordance with Chapter 5A, part | At all times. |

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| | 2 of the <i>Environmental Protection Regulation 2008</i> (or superseding legislation as produced from time to time), and | |
| | a) For general waste; disposed of through a waste service approved by Council. The required number of standard waste services shall be determined by Council, and | |
| | b) For other solid waste; at an appropriately licensed waste disposal facility. | |
| 3.4 | The premises, including all buildings, structures, facilities, equipment and fixtures must be maintained in – | At all times. |
| | a) Good working order and condition; and | |
| | b) A clean, hygienic, safe and tidy condition. | |
| Advice | | |
| 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]. | | |
| Relevant Period - 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' – 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. | | |
| If food is to be sold as part of the activity a food business licence may be required under the <i>Food Act 2006</i> . Please contact Council's environmental health section for further details. | | |
| Before commencement of the use the operator of the activity must obtain an approval to operate under <i>Local Law No. 1 (Administration) 2011</i> and <i>Subordinate Local Law No 1.8 (Operation of Caravan Parks) 2011</i> . Please contact Council's environmental health section for further details. | | |
| Pursuant to <i>Division 8 Section 461</i> 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'. [A copy of the Right of Appeal will be enclosed with the Decision Notice]. | | |

Attachments for the Decision Notice include:

1. Site plan and proposed wastewater treatment design: Drawing No H01 issue A,

dated 25.08.16 and drawn by Moreton Hydraulic Services

| | | |
|---|-----------------|-----------------------|
| Decision: | Moved – Cr Hall | Seconded - Cr Whalley |
| <p>“THAT Council approve the Development Application for a Development Permit for a Material Change of Use for a for intensification to an existing caravan park (additional 25 sites) on land described as Lot 1 on RP166219 and situated at 381 Atkinsons Dam Road, Atkinsons Dam subject to the requirements and conditions contained in the Schedules and Attachments.”</p> | | |

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"> Drawing No. H01 issue A, dated 25.08.16 and drawn by Moreton Hydraulic Services | 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. |
| 1.4 | A legible copy of this development approval package is to be available on the premises at all times during construction. | At all times during the construction phase |
| 1.5 | Pay to Council any outstanding rates, charges or expenses levied by Council over the subject land | Before the change happens |
| 1.6 | Provide a minimum water storage capacity of 200,000L capable of capturing roof run-off and connected to service all water consumption needs of the development, in accordance with Schedule 3 – Standards for Provision of Water Supply and for Effluent Treatment and Disposal, under the former Esk Planning Scheme 2005 (as amended). | Within three months of the approval taking effect. |
| 1.7 | The maximum number of people to be on site at any one time is 59. | At all times. |

SCHEDULE 2 – Engineering

Assessment Manager

| | | |
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| | ENGINEERING | |
| 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 use. |

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| | ROADWORKS | |
| 2.3 | All internal roads are to be maintained with a minimum 4 meter wide gravel access. | At all times. |
| 2.4 | All manoeuvring areas shall enable access to a single-unit truck/bus based on a 12.5 meter Design Vehicle in accordance with <i>Austroads</i> design manual. | At all times. |
| | SITES | |
| 2.5 | All sites are to be located so that they can be accessed by the use of internal roadways. | Prior to commencement of use. |
| 2.6 | All sites are located so that they provide a well drained surface. | At all times. |
| 2.7 | Minimum site area for tent/camping sites is to be 40m ² with minimum setbacks of: <ul style="list-style-type: none"> • 1.5m from any other caravan or tent site boundary; and • 2m setback from internal road | At all times. |
| | VEHICLE ACCESS | |
| 2.8 | 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> . | At all times. |
| 2.9 | The landowner is responsible for construction and maintenance of vehicular access for the property, 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. | At all times. |
| 2.10 | All vehicles shall enter and leave the site in a forward gear | At all times. |
| 2.11 | The Applicant is to provide a sealed access from the road carriageway of Atkinsons Dam Road to the property boundary. | Prior to commencement of use. |
| | CAR PARKING | |
| 2.12 | Provide on-site car parking for thirty-two (32) vehicles, including two (2) spaces for disabled persons in accordance with Council Planning Scheme Policy No 3 – Standards for Provision and Construction of Parking areas. All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and <i>Somerset Regional Council Development Manual</i> . Further, all surfaces must achieve minimum longitudinal gradients and minimum crossfall in accordance with AS2890. | Within three months of the approval taking effect. |
| 2.13 | Construct and maintain the driveway and parking areas of hard standing material such as concrete, or bitumen in accordance | At all times. |

| | | |
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| | with Australian Standards. | |
| | | |
| | REFUSE STORAGE AREA | |
| 2.14 | Refuse bin storage areas must be provided on the premises within a building, outbuilding or other enclosed structure so that it is screened from public view with a minimum 1.5 meter high solid fence or wall. | At all times. |
| | | |
| 2.15 | If bins are not collected from the front of the property adjacent to Atkinsons Dam Road, provide waste collection areas in such locations so as to allow a servicing vehicle to enter and manoeuvre, so as to minimize the risk of injury to persons or damage to property, and leave the property in forward gear. | Within three months of the approval taking effect. |
| | | |
| | INDOOR AND OUTDOOR LIGHTING | |
| 2.17 | Lighting must be provided to the following areas of the site: <ul style="list-style-type: none"> The entrances/exits of the building/s. | At all times. |
| | | |
| 2.18 | The outdoor lighting must mitigate adverse lighting and illumination impacts by: <ul style="list-style-type: none"> Not causing nuisance by way of light spill or glare at adjacent properties and roadways. Providing graduated intensity lighting with lower level brightness at the perimeter of the subject land and higher intensities at the centre of the subject land. Directing lighting onto the subject land and away from neighbouring properties. Using shrouding devices to preclude light overspill onto surrounding properties where necessary. Not operating lighting that uses sodium lights or flare plumes. | At all times. |
| | | |
| | STORMWATER | |
| 2.19 | Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders. | At all times. |
| | | |
| 2.20 | Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development. | At all times. |
| | | |
| | EROSION AND SEDIMENT CONTROL | |
| 2.21 | Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction. Should proposed controls prove to be ineffective, Council will require the installation of additional measures. | At all times. |
| | | |
| SCHEDULE 3 – Environmental | | |
| <i>Assessment Manager</i> | | |
| 3.1 | The approval holder must ensure that water supplied as part of the operation for drinking, bathing, food preparation and | At all times. |

| | utensils washing is potable water. | | | | | | | | | |
|-------------|--|--|--|--|-------------------------------------|----------|-------------------------------------|--------------------------------------|---|---------------|
| 3.2 | <p>The caravan park must be provided with –</p> <p>a) Sanitary conveniences for each sex for the exclusive use of the residents of the caravan park who are not accommodated in a self contained cabin as follows-</p> <p>i. In accordance with Table 1 (Sanitary Conveniences), excluding any site occupied by a caravan which is fitted with a sanitary convenience; and</p> <p style="text-align: center;">Table 1 – Sanitary Conveniences</p> <table><tr><th>No of sites</th><th>Minimum no of water closets or pan cabinets and pans for females</th><th>Minimum no of water closets or pan cabinets and pans for females</th><th>Minimum length of urinals for males</th></tr><tr><td>Up to 40</td><td>1 for every 7 sites or part thereof</td><td>1 for every 10 sites or part thereof</td><td>0.6m for every 20 sites or part thereof</td></tr></table> <p>ii. Such that if 10 or more water closet fixtures are provided – at least 1 water closet fixture and its compartment or cubicle is –</p> <p>a. Accessible to both sexes; and</p> <p>b. Constructed, equipped and provided with access in accordance with AS1428 <i>Design for Access and Mobility – General Requirements for Access</i>; and</p> <p>iii. Installed and kept in a separate compartment or cubicle constructed so as to ensure that the privacy of each person using the sanitary convenience is maintained; and</p> <p>b) Ablution facilities for each sex for the exclusive use of the residents of the caravan park who are not accommodated in a self contained cabin as follows –</p> <p>i. 1 shower or bath (in a separate cubicle) for each sex, for every 15 individual sites within the caravan park; and</p> <p>ii. Each cubicle for a shower or a bath must be constructed so as to totally conceal a person within the cubicle from persons who may be outside the cubicle; and</p> <p>iii. At least 1 hand basin for each sex, for every 15 individual sites within the caravan park; and</p> | No of sites | Minimum no of water closets or pan cabinets and pans for females | Minimum no of water closets or pan cabinets and pans for females | Minimum length of urinals for males | Up to 40 | 1 for every 7 sites or part thereof | 1 for every 10 sites or part thereof | 0.6m for every 20 sites or part thereof | At all times. |
| No of sites | Minimum no of water closets or pan cabinets and pans for females | Minimum no of water closets or pan cabinets and pans for females | Minimum length of urinals for males | | | | | | | |
| Up to 40 | 1 for every 7 sites or part thereof | 1 for every 10 sites or part thereof | 0.6m for every 20 sites or part thereof | | | | | | | |

| | | |
|---|--|---------------|
| | <p>iv. 1 baby bath; and</p> <p>c) Laundry facilities for the exclusive use of the residents of the caravan park who are not accommodated in a self contained cabin in the ratio of 1 set of twin wash tubs and 1 clothes washing machine and 35 lineal meters of clothes line for every 20 sites or part thereof, excluding any site which is fitted with a set of twin wash tubs and a clothes washing machine; and</p> <p>d) The facilities specified in paragraphs a) to c) inclusive, subject to the following-</p> <p>i. The requirements of this condition (3.2) apply where each site is designated for occupation by not more than 3 persons; and</p> <p>ii. If 1 or more sites are designated for occupation by more than 3 persons – the local government may require the approval holder to provide and maintain toilet, bathing and showering facilities in excess of the requirements specified in paragraphs a) to c) inclusive.</p> | |
| 3.3 | <p>All waste generated as part of the operation of the facility must be stored and disposed of in accordance with Chapter 5A, part 2 of the <i>Environmental Protection Regulation 2008</i> (or superseding legislation as produced from time to time), and</p> <p>a) For general waste; disposed of through a waste service approved by Council. The required number of standard waste services shall be determined by Council, and</p> <p>b) For other solid waste; at an appropriately licensed waste disposal facility.</p> | At all times. |
| 3.4 | <p>The premises, including all buildings, structures, facilities, equipment and fixtures must be maintained in –</p> <p>a) Good working order and condition; and</p> <p>b) A clean, hygienic, safe and tidy condition.</p> | At all times. |
| Advice | | |
| 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]. | | |
| Relevant Period - 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' – four (4) years starting the day the approval takes effect. | | |

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 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.

If food is to be sold as part of the activity a food business licence may be required under the *Food Act 2006*. Please contact Council's environmental health section for further details.

Before commencement of the use the operator of the activity must obtain an approval to operate under *Local Law No. 1 (Administration) 2011* and *Subordinate Local Law No 1.8 (Operation of Caravan Parks) 2011*. Please contact Council's environmental health section for further details.

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]."

Carried

| | |
|------------------------|--|
| Subject: | Development Application No 4137 - Request to Change Development Approval - Permissible Change under Section 369 of the <i>Sustainable Planning Act 2009</i> |
| File No: | DA4137 |
| Assessment No: | 00538-00000-000 |
| Action Officer: | SP |

| | |
|------------------------------|---|
| Previous approval | Development Permit for a Material Change of Use for a Funeral Parlour and Caretakers Residence (staged development) |
| Date approved | 26 September 2012 – (change to approved development) |
| Relevant Period extended to: | 14 September 2017 |

Subject Land

| | |
|---------------------------|--|
| Location | Corner Railway Street, Heap Street and Esk Hampton Road, Esk |
| Real Property Description | Lot 135 SP132929 |
| Area | 2237m ² |
| Encumbrances | Nil |

Former Esk Shire Planning Scheme 2005 (as amended)

| | |
|----------|--------------------|
| Zone | Town |
| Precinct | Community Purposes |

South East Queensland (SEQ) Regional Plan 2009-2031

Designation Urban Footprint

State Agency Referrals

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

Application

| | |
|-----------------------------|---|
| Level of Initial Assessment | Impact |
| Who is making the request? | ML and KA Wicks c/- Brisbane Valley Funerals |
| Developer | Brisbane Valley Funerals |
| Land Owners | ML and KA Wicks |

ATTACHMENTS

1. Site Plan of approved staged Development on Lot 135 SP132929 – DA4137 – ML and KA Wicks c/- Brisbane Valley Funerals attached to Decision Notice dated 2.10.2012.
2. Revised Site Plan of Staged Development on Lot 135 SP132929 – DA4137 – ML and KA Wicks c/- Brisbane Valley Funerals, Drawing No. A142.01.01 prepared by Jerrin Designs.
3. Locality Plan of Lot 135 on SP132929 fronting Railway Street, Heap Street and Esk Hampton Road, Esk.
4. Concurrence Agency response from SARA – DILGP – dated 22 November 2016, referenced SPD-1116-031925 for DA4137.
5. SRC Infrastructure Charges Notice for Stages 1-3 for DA4137 for Stormwater and Transport Networks.
6. QUU Infrastructure Charges Notices for Stages 1-3 for DA4137

RECOMMENDATION:

Approve the request to change the development approval for Development Application 4137 subject to the amended conditions and requirements contained in the Schedules.

1.0 BACKGROUND TO APPROVAL

Recent representations were submitted to Council seeking in-principle support to reconsider certain conditions associated with the staged development of the proposed Funeral Parlour and Caretakers Residence to be established on land described as Lot 135 on SP132929, fronting Railway Street, Heap Street and Esk Hampton Road, Esk.

Council considered the request at the Ordinary Meeting on 26 October 2016 and resolved to adjust the conditional works associated with the staged development, following lodgement of a Request for a Permissible Change to the approved development.

Subsequently, the applicant recently lodged a Request for a Permissible Change to the approved development in accordance with s.369 of the *Sustainable Planning Act 2009*.

2.0 REPRESENTATIONS

The development is conditioned to provide a total of eight (8) parking spaces for the staged development. The number of parking spaces is currently based on a seating capacity of 70 persons/1 parking space per 10 seats and 1 parking space for the caretaker's residence.

The staged development also has the option of constructing four onsite parking spaces and making a monetary contribution towards the provision of four (4) parking spaces, which is currently set at \$8,711.00 per space (\$34,844). The parking spaces are conditioned to be constructed in accordance with Council's Development Manual standards.

The development is also conditioned to provide:

- kerb and channel to the frontage of the development to Railway Street and widen the existing bitumen seal of Railway Street to the lip of the new kerb and channel; and
- a 1.5m wide footpath in Railway Street from its intersection with Heap Street for approximately 40 metres.

The applicant contends that the final projected costing associated with the works involved in constructing parking areas; providing kerb/channel to the frontage of the development along Railway Street; widening the existing bitumen seal of Railway Street; and providing a 1.5m wide footpath in Railway Street will far exceed \$200,000 in addition to Infrastructure Charges. Furthermore, the building work associated with Stage 1 of the staged development has been completed for two years. However, the overwhelming costs of fulfilling the remainder of the development conditions has meant that the otherwise operational facility remains closed for business. The conditional operational works has placed a substantial financial hardship on the small local family business.

3.0 REQUESTED CHANGES

It is submitted that conditions 2.5; 2.6, 2.15 and 2.16, as detailed below, be deleted as part of the conditions stated in the Decision Notice dated 2 October 2012.

| SCHEDULE 2 | | |
|-------------------|---|--|
| No | Condition | Timing |
| | <i>Car Parking Area</i> | |
| 2.5 | Provide car parking spaces in accordance with Council Development Manual and Council Planning Scheme Policy No. 3 – Standards for Provision and Construction of Parking Areas. | As part of the Operational Works application |
| 2.6 | Provide eight (8) car parking spaces for the staged development. Four (4) parking spaces inclusive of 1 disabled space are to be provided onsite prior to the use of Stage 1 or 2. An additional four (4) spaces are to be provided adjacent to the property along Railway Street; Or alternatively; In lieu of providing four (4) parking spaces on Railway Street, pay to Council at the rate applicable at the time of payment a monetary contribution towards the provision of car parking in accordance with Council's Planning Scheme Policy No. 4 – Public Car Parking Contributions. The contribution will be held in trust by Council for use at a future stage to provide or upgrade parking within the Region. In accordance with the Policy at this time a contribution of 4 x \$7,441 is payable. | As part of the Operational Works application |
| | <i>Kerb and Channel</i> | |
| 2.15 | The applicant is to provide kerb and channel to the frontage of the development to Railway Street and widen the existing bitumen seal of Railway Street to the lip of the new kerb and channel. | As part of Operational Works approval |
| | <i>Footpath</i> | |
| 2.16 | The applicant is to provide a 1.5m wide footpath in Railway Street from its intersection with Heap Street for approximately | As part of Operational Works |

| | | |
|--|------------|----------|
| | 40 metres. | approval |
|--|------------|----------|

It is further submitted that the abovementioned conditions be replaced by two new conditions, as detailed below.

New condition 2.5

| No. | Condition | Timing |
|-----|---|---|
| 2.5 | Provide eight (8) onsite parking spaces, inclusive of one disabled space for the staged development that includes: <ul style="list-style-type: none"> - Four (4) onsite parking spaces designed to gravel standard; and - Four (4) informal parking spaces be provided as part of the 'onsite overflow grassed parking area'. | Prior to the commencement of the Funeral Parlour in Stage 1 |

New condition 2.15

| | | |
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| | <i>Kerb and Channel</i> | |
| 2.15 | Make a monetary contribution of \$20,000 towards the provision of kerb and channel along Heap Street as part of Council's future plans to upgrade Heap Street. | Within 5 years from the operation of the Funeral Parlour |

3.0 PLANNING COMMENTS

In accordance with the *Sustainable Planning Act 2009 (SPA)* the proposed changes are deemed to be permissible changes under s 367 as they would not:

- Result in a substantially different application; or
- If the application for the approval were remade including the change
 - o Require referral to additional concurrence agencies; or
 - o Be likely to cause a person to make a properly made submission objecting to the proposed change, if the circumstances allowed; or
- Cause development to which the approval relates to include any prohibited development.

The approved development comprises three stages as indicated on the revised Site Plan provided at Attachment 2. The request to change the application will not require referral to additional concurrence agencies. The Department of Local Government Infrastructure and Planning (SARA) support the staged development and the changes to the approval. No direct access to the Esk Hampton Road from the subject site is permitted by the former Department of Transport and Main Roads. All access to the site is to be gained via Heap and/or Railway Street.

The proposed changes outlined in this request for a permissible change are considered not likely to cause a person to make a properly made submission objecting to the proposed changes, if the circumstances allowed. One submission was received during the initial public notification of the application regarding stormwater drainage. A condition for stormwater drainage was imposed on the staged development.

The proposed changes to the approval will not alter the approved development in any way which would result in non-compliance with the former Esk Shire Planning Scheme 2005 (as amended) or the South East Queensland Regional Plan 2009-2031.

Currently, the subject land is located within the Centre Zone in accordance with Council's Somerset Region Planning Scheme and associated mapping. Should a fresh development application be lodged with Council over the subject property for a Funeral Parlour and Caretakers Residence, the level of assessment applied to the new application will involve Code Assessment against the relevant codes in the Scheme.

In reviewing standards and dispensations applied to other development in the region, it is submitted that in 2012 the Fernvale Uniting Church approval was given dispensation in parking by deleting a condition requiring a contribution of \$111,615 for the provision of off-street parking. In 2014 the Lowood Funeral Parlour and Mortuary approval were also given dispensation in providing off-street parking to the value of \$48,774. Council at the time considered the requirement for off-street parking as a significant burden on both projects and threatened their viability. In addition, neither approval required the construction of footpaths.

Since the Decision Notice was issued a number of changes have occurred to the way in which Council deals with infrastructure contributions. For consistency with the current charges regime, it is appropriate that the existing Infrastructure Charges Notices Number 36B, 37B and 38B (Stormwater Network) be replaced with an Infrastructure Charges Notice for the staged development in accordance with the relevant infrastructure networks, pursuant to the State Planning Regulatory Provisions (adopted charges) and Council's Charges Resolution (No. 2) 2016. Additional charges towards the Transport Network for 'Places of Assembly' will be included in the Infrastructure Charge Notice in accordance with s.976B of the *Sustainable Planning Act 2009 (SPA)*.

In terms of amending conditions to reflect the proposed changes to the staged development, water and sewer contributions no longer apply as Council does not have the capacity to levy infrastructure charges for these networks. However, the existing Infrastructure Charges Notices previously issued under Notices 39A, 40A and 41A will still apply to the staged development for Water Supply and Sewerage Scheme Trunk Infrastructure Network in accordance with the *South East Queensland Water (Distribution and Retail Restructuring Act) 2009*.

The approved development remains within Council's planning intentions over the medium term and is consistent with the requirements of the State Planning Policy April 2016.

4.0 ENGINEERING COMMENTS

The applicant has submitted a change to the development application of conditions 2.5, 2.6, 2.15 and 2.16. Conditions 2.5 and 2.6 are in relation with parking for the proposed use. Previously the applicant was conditioned to provide 8 parking spaces with 4 on-site and 4 on Railway Street. The applicant now proposes to build all 8 parking spaces on-site. The applicant proposes 4 gravel parking areas and 4 grassed parking areas. Council's Development manual says that all parking areas in urban areas are to be sealed. A condition is recommended to provide sealed parking.

Should Council resolve to support gravel parking in this instance, it is recommended that gravel parking be of a non-dusting gravel and that should dust issues become an issue the applicant may need to seal the parking area.

It is recommended that the disabled space and path to the building be either sealed, asphalt or concrete to comply with the disabilities legislation.

It is recommended that conditions 2.5 and 2.6 be replaced with the following condition:

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| 2.5 | <p>Provide on-site car parking for eight (8) vehicles, including one (1) space for disabled persons in accordance with Council Planning Scheme Policy No 3 – Standards for Provision and Construction of Parking areas.</p> <p>All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and <i>Somerset Regional Council Development Manual</i>. Further, all surfaces must achieve minimum longitudinal gradients and minimum crossfall in accordance with AS2890.</p> | As part of Operational Works |
|-----|---|------------------------------|

Should Council resolve to support a gravel standard the following condition is recommended:

| | | |
|-----|---|------------------------------|
| 2.5 | <p>Provide on-site car parking for eight (8) vehicles, including one (1) space for disabled persons in accordance with Council Planning Scheme Policy No 3 – Standards for Provision and Construction of Parking areas.</p> <p>All car parking and circulation areas to be provided with gravel surface or be otherwise designed in accordance with AS2890 and <i>Somerset Regional Council Development Manual</i>. Disabled spaces and path to the building are to be sealed. Further, all surfaces must achieve minimum longitudinal gradients and minimum crossfall in accordance with AS2890.</p> | As part of Operational Works |
|-----|---|------------------------------|

Conditions 2.15 and 2.16 are in relation to kerb and channel and footpath along railway Street. These conditions were imposed because the applicant proposed to have parking along Railway Street. As the parking will now be internal, these conditions are supported to be removed. The application previously did not require a transport infrastructure charge as they were constructing works on Railway Street. The applicant has proposed providing Council a payment to provide kerb and channel along Heap Street in lieu of Railway Street. Council previously did not require kerb and channel along heap Street, which was removed during previous negotiations with the applicant. Instead, it is recommended that the applicant now be charged the transport charge as part of the infrastructure charges in lieu of providing Council with making a monetary contribution. This provides Council a payment and Council may upgrade Heap Street at a later date should it be decided by Council to do so in future plans to upgrade Heap Street.

It is noted on the revised layout that the applicant has shown an entrance to Railway Street. If this were to be supported, the bollards on Railway Street keeping vehicles out of Pipeliner Park would need to be relocated. The applicant would be recommended to cover the cost to relocate as part of operational works.

5.0 REFERRAL AGENCIES

The Department of Infrastructure Local Government and Planning (DILGP) has provided a response to the requested change and has indicated that they have no objections. A copy of the response is provided at Attachment 4.

RECOMMENDED DECISION

THAT Council approve the Request to Change a Development Approval under section 369 of the *Sustainable Planning Act 2009* for DA4137 for a Development Permit for a Material Change of Use for a Funeral Parlour and Caretakers Residence as a staged development

over land described as Lot 135 on SP132929, fronting Esk Hampton Road, Heap Street and Railway Street, Esk subject to the conditions contained in the Schedules and Attachments:

SCHEDULES

| SCHEDULE 1 – Assessment Manager | | |
|--|---|---|
| No | Condition | Timing |
| 1.1 | Carry out the development generally 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. Revised Site Plan of proposed request to stage the development into 3 stages – DA4137 for ML & KA Wicks c/- Brisbane Valley Funerals. | At all times |
| 1.1 | Carry out the development generally 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. Revised Site Plan of Staged Development on Lot 135 SP132929 – DA4137 – ML and KA Wicks c/- Brisbane Valley Funerals, Drawing No. A142.01.01 prepared by Jerrin Designs. | At all times |
| 1.2 | Comply with the relevant provisions of the former Esk Shire Planning Scheme 2005 (as amended); Planning Scheme Policies and Local Laws. | At all times |
| 1.3 | A legible copy of this development approval is to be available on the premises. | During construction phases of the staged development. |
| 1.4 | Pay to Council any outstanding rates, charges or expenses levied by Council over the subject land. | Prior to commencement of the use |
| 1.5 | Obtain Council approval for the demolition or removal of any existing buildings on site necessary for the approved development to proceed. | Prior to commencement of the use |
| 1.6 | A Landscaping Plan of the proposed development is to be prepared and submitted to Council for approval. | Prior to issue of a Building Works permit |
| 1.7 | Landscaped gardens on the site must be maintained. | At all times |
| SCHEDULE 2 - Engineering | | |
| No | Condition | Timing |
| 2.1 | Make an Operational Works application to Council and pay the required fees where an application involves any of the following: earthworks, car parks, road works, water supply, sewerage connections and stormwater drainage. | Prior to the commencement of Operational Works |

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| 2.2 | All works are to be designed and constructed in accordance with the requirements of the Somerset Regional Council Development Manual. | As part of Operational Works |
| 2.3 | The design and construction of Operational Works are to be certified by a Registered Professional Engineer Queensland (RPEQ). | Prior to compliance assessment of Operational Works |
| | Vehicle Access | |
| 2.4 | Landowners are responsible for the upgrade, construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council standards. | As part of the Operational Works application |
| | Car Parking Area | |
| 2.5 | Provide car parking spaces in accordance with Council Development Manual and Council Planning Scheme Policy No. 3 – Standards for Provision and Construction of Parking Areas. | As part of the Operational Works application |
| 2.6 | <p>Provide eight (8) car parking spaces for the staged development. Four (4) parking spaces inclusive of 1 disabled space are to be provided onsite prior to the use of Stage 1 or 2. An additional four (4) spaces are to be provided adjacent to the property along Railway Street; Or alternatively;</p> <p>In lieu of providing four (4) parking spaces on Railway Street, pay to Council at the rate applicable at the time of payment a monetary contribution towards the provision of car parking in accordance with Council's Planning Scheme Policy No. 4 – Public Car Parking Contributions.</p> <p>The contribution will be held in trust by Council for use at a future stage to provide or upgrade parking within the Region.</p> <p>In accordance with the Policy at this time a contribution of 4 x \$7,441 is payable.</p> | As part of the Operational Works application |
| 2.5 | <p>Provide on-site car parking for eight (8) vehicles, including one (1) space for disabled persons in accordance with Council Planning Scheme Policy No 3 – Standards for Provision and Construction of Parking areas.</p> <p>All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and <i>Somerset Regional Council Development Manual</i>. Further, all surfaces must achieve minimum longitudinal gradients and minimum crossfall in accordance with AS2890.</p> | As part of Operational Works |
| | ALTERNATIVE CONDITION | |
| 2.5 | Provide on-site car parking for eight (8) vehicles, including one (1) space for disabled persons in accordance with Council Planning Scheme Policy No 3 – Standards for Provision and Construction of Parking areas. | As part of Operational Works |

| | | |
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| | All car parking and circulation areas to be provided with gravel surface or be otherwise designed in accordance with AS2890 and <i>Somerset Regional Council Development Manual</i> . Disabled spaces and path to the building are to be sealed. Further, all surfaces must achieve minimum longitudinal gradients and minimum crossfall in accordance with AS2890. | |
| | | |
| | Stormwater Drainage | |
| 2.7 2.6 | Stormwater drainage and flows are to have a no worsening effect on adjoining, upstream or downstream landholders. | During construction phase of each stage |
| | | |
| | Erosion and Sediment Control | |
| 2.8 2.7 | Erosion and sedimentation controls shall be implemented as necessary and shall be maintained to Council's satisfaction during the course of the project. Should proposed controls prove to be ineffective, Council will require the developer to install additional measures. | During construction phase of each stage |
| | | |
| | Sewerage | |
| 2.9 2.8 | Submit an application to the Central SEQ Distribution – Retailer Authority (QUU) for a connection to the existing sewer system. All work on live sewer mains is to be carried out by the Central SEQ Distribution – Retailer Authority, Queensland Urban Utilities (QUU) at the applicant's expense unless permission is given by QUU for the contractor to undertake these works under supervision. | Prior to compliance assessment |
| | | |
| | Water supply | |
| 2.10 2.9 | Submit an application to the Central SEQ Distribution – Retailer Authority (QUU) for a connection to the existing water main/s. All work on live sewer mains is to be carried out by the Central SEQ Distribution – Retailer Authority, Queensland Urban Utilities (QUU) at the applicant's expense unless permission is given by QUU for the contractor to undertake these works under supervision. | Prior to compliance assessment |
| | | |
| | Building above Flood Level | |
| 2.14 2.10 | <p>Floor heights for habitable areas shall be a minimum of 800mm above the 1% Annual Exceedance Probability for areas impacted by flooding.</p> <p>Where no 1% annual exceedance probability has been approved, a minimum 300mm above the highest recorded Defined Flood Event (DFE) is to be adopted.</p> <p>It is the applicant's responsibility to provide evidence of flood heights.</p> | Prior to occupation of the Caretakers Residence |
| | | |
| 2.12 2.11 | Floor heights for habitable areas shall be a minimum of 300mm above the highest recorded Defined Flood Event (DFE). It is the applicant's responsibility to provide evidence of flood heights. | Prior to occupation of the Caretakers Residence |

| | | |
|--------------|---|--|
| 2.13 2.12 | Any filling below the Defined Flood Event (DFE) will be in accordance with an approved Flood Study. | Prior to lodgement of Operational Works applications |
| | External Lighting | |
| 2.14 2.13 | Any external or security lighting or auditory devices shall not cause nuisance to surrounding properties or passing vehicles. | At all times |
| | Kerb and Channel | |
| 2.15 | The applicant is to provide kerb and channel to the frontage of the development to Railway Street and widen the existing bitumen seal of Railway Street to the lip of the new kerb and channel. | As part of Operational Works approval |
| | Footpath | |
| 2.16 | The applicant is to provide a 1.5m wide footpath in Railway Street from its intersection with Heap Street for approximately 40 metres. | As part of Operational Works approval |

SCHEDULE 3 - Environmental

| No | Condition | Timing |
|-----|---|--------------|
| 3.1 | All buildings, structures, fittings, fixtures and grounds used in the carrying out of the activity shall be maintained: <ul style="list-style-type: none"> • In a serviceable condition; and • In a state of good repair and efficient action; and • In a clean sanitary condition; and • Free of accumulated disused materials; and • Free of vermin and pest infestations. | At all times |

SCHEDULE 4 – INFRASTRUCTURE CHARGES NOTICE**Stormwater Network****Somerset Regional Council**

| | | |
|--|---|--|
| 4.1 | Somerset Regional Council has imposed the following Infrastructure Charges for Stormwater Network for Stage 1 as conditions of development approval for DA4137 for a MCU for Funeral Parlour and Caretakers Residence (Stage 1) on land described as Lot 135 SP132929, situated along Railway street, Esk. | |
| Amount: | \$4343.00 – Stage 1 Places of Assembly | |
| Subject land: | Lot 135 SP132929, situated along Railway Street, Esk | |
| Relevant Trunk Infrastructure Network: | Esk Stormwater Network | |
| Applicable Planning Scheme: | Former Esk Shire Planning Scheme 2005 (as amended) | |
| Payable to: | Somerset Regional Council | |
| When the charge is payable: | Prior to commencement of the use of each stage | |
| Charge rate stated: | Stage 1: Stormwater – 430m ² x \$10.10 per m ² = \$4343.00 | |
| Number of units of demand for which a credit has been given: | Nil | |

SCHEDULE 5 – INFRASTRUCTURE CHARGES NOTICE**Stormwater Network****Somerset Regional Council**

5.1 Somerset Regional Council has imposed the following Infrastructure Charges for Stormwater Network for **Stage 2** as conditions of development approval for DA4137 for a MCU for Funeral Parlour and Caretakers Residence (Stage 2) on land described as Lot 135 SP132929, situated along Railway street, Esk.

| | |
|--|--|
| Amount: | \$2181.60 – Stage 2 Places of Assembly |
| Subject land: | Lot 135 SP132929, situated along Railway Street, Esk |
| Relevant Trunk Infrastructure Network: | Esk Stormwater Network |
| Applicable Planning Scheme: | Former Esk Shire Planning Scheme 2005 (as amended) |
| Payable to: | Somerset Regional Council |
| When the charge is payable: | Prior to commencement of the use of each stage |
| Charge rate stated: | Stage 2: Stormwater – 216m ² x \$10.10 per m ² = \$2181.60 |
| Number of units of demand for which a credit has been given: | Nil |

SCHEDULE 6 – INFRASTRUCTURE CHARGES NOTICE**Stormwater Network****Somerset Regional Council**

6.1 Somerset Regional Council has imposed the following Infrastructure Charges for Stormwater Network for **Stage 3** as conditions of development approval for DA4137 for a MCU for Funeral Parlour and Caretakers Residence (Stage 1) on land described as Lot 135 SP132929, situated along Railway street, Esk.

| | |
|--|--|
| Amount: | \$NIL – Stage 3 Caretaker's Residence |
| Subject land: | Lot 135 SP132929, situated along Railway Street, Esk |
| Relevant Trunk Infrastructure Network: | Esk Stormwater Network |
| Applicable Planning Scheme: | Former Esk Shire Planning Scheme 2005 (as amended) |
| Payable to: | Somerset Regional Council |
| When the charge is payable: | Prior to commencement of the use of each stage |
| Charge rate stated: | Stage 3: Stormwater – NIL |
| Number of units of demand for which a credit has been given: | Credit 1. |

SCHEDULE 7 4 – INFRASTRUCTURE CHARGES NOTICE NO: 39A**Water Supply and Sewerage Networks****Central SEQ Distribution Retailer Authority (QUU)**

4.1 QUU has imposed the following Infrastructure Charges for water supply and sewerage networks for **Stage 1** as conditions of development approval for DA4137 for a MCU for Funeral Parlour and Caretakers Residence (Stage 1) on land described as Lot 135 SP132929, situated along Railway street, Esk.

| | |
|---------------|--|
| Amount: | \$5384.00 – Stage 1 Places of Assembly |
| Subject land: | Lot 135 SP132929, situated along Railway |

| | |
|---|---|
| | Street, Esk |
| Relevant Trunk Infrastructure Network: | Esk Water Supply and Sewerage Networks |
| Applicable Planning Scheme: | Former Esk Shire Planning Scheme 2005 (as amended) |
| Payable to: | Central SEQ Distribution – Retailer Authority (QUU) |
| When the charge is payable: | Prior to commencement of the use of each stage |
| Charge rate stated: | Stage 1 Water: 212m ² x \$4.10 per m ² = \$869.20 Stage 1 Sewerage: 212m ² x \$21.30 per m ² of GFA = \$4515.60 |
| Number of units of demand for which a credit has been given: | Nil |
| SCHEDULE 8 5 – INFRASTRUCTURE CHARGES NOTICE NO: 40A <i>Water Supply and Sewerage Networks</i> Central SEQ Distribution Retailer Authority (QUU) | |
| 5.1 | QUU has imposed the following Infrastructure Charges for water supply and sewerage networks for Stage 2 as conditions of development approval for DA4137 for a MCU for Funeral Parlour and Caretakers Residence (Stage 2) on land described as Lot 135 SP132929, situated along Railway street, Esk. |
| Amount: | \$5486.40 – Stage 2 Places of Assembly |
| Subject land: | Lot 135 SP132929, situated along Railway Street, Esk |
| Relevant Trunk Infrastructure Network: | Esk Water Supply and Sewerage Networks |
| Applicable Planning Scheme: | Former Esk Shire Planning Scheme 2005 (as amended) |
| Payable to: | Central SEQ Distribution – Retailer Authority (QUU) |
| When the charge is payable: | Prior to commencement of the use of each stage |
| Charge rate stated: | Stage 2 Water: 216m ² x \$4.10 per m ² = \$885.60 Stage 2 Sewerage: 216m ² x \$21.30 per m ² of GFA = \$4600.80 |
| Number of units of demand for which a credit has been given: | Nil |
| SCHEDULE 9 6 – INFRASTRUCTURE CHARGES NOTICE NO: 41A <i>Water Supply and Sewerage Networks</i> Central SEQ Distribution Retailer Authority (QUU) | |
| 6.1 | QUU has imposed the following Infrastructure Charges for water supply and sewerage networks for Stage 3 as conditions of development approval for DA4137 for a MCU for Funeral Parlour and Caretakers Residence (Stage 3) on land described as Lot 135 SP132929, situated along Railway street, Esk. |
| Amount: | \$NIL – Stage 3 Caretaker's Residence |
| Subject land: | Lot 135 SP132929, situated along Railway Street, Esk |
| Relevant Trunk Infrastructure Network: | Esk Water Supply and Sewerage Networks |
| Applicable Planning Scheme: | Former Esk Shire Planning Scheme 2005 (as |

| | |
|--|--|
| | amended) |
| Payable to: | Central SEQ Distribution – Retailer Authority (QUU) |
| When the charge is payable: | Prior to commencement of the use of each stage |
| Charge rate stated: | Stage 3 Water: based on 0m2 Stage 3 Sewerage: based on 0m2 |
| Number of units of demand for which a credit has been given: | Credit 1 water Credit 1 sewerage |
| SCHEDULE 10 7 – REFERRAL AGENCY Department of Transport and Main Roads (TMR) <i>Concurrence Agency Status</i> Agency response: Conditions apply | |
| 10.1 7.1 | The Department of Transport and Main Roads (TMR) is a concurrence agency under the Sustainable Planning Regulation 2009 (SPR) for the purposes of the Sustainable Planning Act 2009. The Department has assessed both requests for DA4137 and supports the request to extend the approval period and supports the permissible change request, subject to the imposition of conditions imposed under the original response dated 7 April 2005 for DA4137. |
| 10.2 7.2 | The Departments responses will be attached to Council's Decision Notice for DA4137. |
| SCHEDULE 8 Department of Infrastructure, Local Government and Planning <i>Referral Agency response</i> | |
| 8.1 | SPD-1116-031925 |
| 8.2 | The Department of Infrastructure, Local Government and Planning has considered the proposed changes to the development approval and advises that it has no objection to the change being made. |
| 8.3 | Referral Agency response from DILGP will be included in Council's Decision Notice. |
| SCHEDULE 9 ADVISORY NOTES | |
| 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]. | |
| 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. | |
| All building work is to comply with the provisions contained in the <i>Building Act</i> , the Building Regulation, the Building Code of Australia, the Queensland Development Code and relevant Australian Standards. | |

All plumbing and drainage work is to comply with the provisions contained in the *Queensland Sewerage and Water Supply Act*, Standard Sewerage Law and the Standard Water Supply Law, the relevant Australian Standards including AS/NZS 3500 – 1998 – National Plumbing and Drainage Code and Council Policies and requirements.

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.

All works shall be carried out in accordance with the *Workplace, Health and Safety Act 1995* (as amended) and the Workplace Health and Safety Regulation 1997 (as amended).

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].

Decision:

Moved - Cr Hall

Seconded - Cr Brieschke

"THAT Council approve the Request to Change a Development Approval under section 369 of the *Sustainable Planning Act 2009* for DA4137 for a Development Permit for a Material Change of Use for a Funeral Parlour and Caretakers Residence as a staged development over land described as Lot 135 on SP132929, fronting Esk Hampton Road, Heap Street and Railway Street, Esk subject to the conditions contained in the Schedules and Attachments:

SCHEDULES**SCHEDULE 1 – Assessment Manager**

| No | Condition | Timing |
|-----|--|---|
| 1.1 | Carry out the development generally 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. Revised Site Plan of Staged Development on Lot 135 SP132929 – DA4137 – ML and KA Wicks c/- Brisbane Valley Funerals, Drawing No A142.01.01 prepared by Jerrin Designs. | At all times |
| 1.2 | Comply with the relevant provisions of the former Esk Shire Planning Scheme 2005 (as amended); Planning Scheme Policies and Local Laws. | At all times |
| 1.3 | A legible copy of this development approval is to be available on the premises. | During construction phases of the staged development. |
| 1.4 | Pay to Council any outstanding rates, charges or expenses levied by Council over the subject land. | Prior to commencement of the use |
| 1.5 | Obtain Council approval for the demolition or removal of any | Prior to |

| | | |
|-------------------------------------|---|---|
| | existing buildings on site necessary for the approved development to proceed. | commencement of the use |
| 1.6 | A Landscaping Plan of the proposed development is to be prepared and submitted to Council for approval. | Prior to issue of a Building Works permit |
| 1.7 | Landscaped gardens on the site must be maintained. | At all times |
| SCHEDULE 2 - Engineering | | |
| No | Condition | Timing |
| 2.1 | Make an Operational Works application to Council and pay the required fees where an application involves any of the following: earthworks, car parks, road works, water supply, sewerage connections and stormwater drainage. | Prior to the commencement of Operational Works |
| 2.2 | All works are to be designed and constructed in accordance with the requirements of the Somerset Regional Council Development Manual. | As part of Operational Works |
| 2.3 | The design and construction of Operational Works are to be certified by a Registered Professional Engineer Queensland (RPEQ). | Prior to compliance assessment of Operational Works |
| Vehicle Access | | |
| 2.4 | Landowners are responsible for the upgrade, construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council standards. | As part of the Operational Works application |
| Car Parking Area | | |
| 2.5 | Provide on-site car parking for eight (8) vehicles, including one (1) space for disabled persons in accordance with Council Planning Scheme Policy No 3 – Standards for Provision and Construction of Parking areas. All car parking and circulation areas to be provided with gravel surface or be otherwise designed in accordance with AS2890 and <i>Somerset Regional Council Development Manual</i> . Disabled spaces and path to the building are to be sealed. Further, all surfaces must achieve minimum longitudinal gradients and minimum crossfall in accordance with AS2890. | As part of Operational Works |
| Stormwater Drainage | | |
| 2.6 | Stormwater drainage and flows are to have a no worsening effect on adjoining, upstream or downstream landholders. | During construction phase of each stage |
| Erosion and Sediment Control | | |
| 2.7 | Erosion and sedimentation controls shall be implemented as necessary and shall be maintained to Council's satisfaction during the course of the project. Should proposed controls prove to be ineffective, Council will require the developer to | During construction phase of each stage |

| | | |
|-----------------------------------|--|--|
| | install additional measures. | |
| | | |
| | Sewerage | |
| 2.8 | Submit an application to the Central SEQ Distribution – Retailer Authority (QUU) for a connection to the existing sewer system. All work on live sewer mains is to be carried out by the Central SEQ Distribution – Retailer Authority, Queensland Urban Utilities (QUU) at the applicant's expense unless permission is given by QUU for the contractor to undertake these works under supervision. | Prior to compliance assessment |
| | | |
| | Water supply | |
| 2.9 | Submit an application to the Central SEQ Distribution – Retailer Authority (QUU) for a connection to the existing water main/s. All work on live sewer mains is to be carried out by the Central SEQ Distribution – Retailer Authority, Queensland Urban Utilities (QUU) at the applicant's expense unless permission is given by QUU for the contractor to undertake these works under supervision. | Prior to compliance assessment |
| | | |
| | Building above Flood Level | |
| 2.10 | <p>Floor heights for habitable areas shall be a minimum of 800mm above the 1% Annual Exceedance Probability for areas impacted by flooding.</p> <p>Where no 1% annual exceedance probability has been approved, a minimum 300mm above the highest recorded Defined Flood Event (DFE) is to be adopted.</p> <p>It is the applicant's responsibility to provide evidence of flood heights.</p> | Prior to occupation of the Caretakers Residence |
| | | |
| 2.11 | Floor heights for habitable areas shall be a minimum of 300mm above the highest recorded Defined Flood Event (DFE). It is the applicant's responsibility to provide evidence of flood heights. | Prior to occupation of the Caretakers Residence |
| | | |
| 2.12 | Any filling below the Defined Flood Event (DFE) will be in accordance with an approved Flood Study. | Prior to lodgement of Operational Works applications |
| | | |
| | External Lighting | |
| 2.13 | Any external or security lighting or auditory devices shall not cause nuisance to surrounding properties or passing vehicles. | At all times |
| | | |
| SCHEDULE 3 - Environmental | | |
| No | Condition | Timing |
| 3.1 | <p>All buildings, structures, fittings, fixtures and grounds used in the carrying out of the activity shall be maintained:</p> <ul style="list-style-type: none"> • In a serviceable condition; and • In a state of good repair and efficient action; and • In a clean sanitary condition; and | At all times |

| | | |
|--|---|--|
| | <ul style="list-style-type: none">• Free of accumulated disused materials; and• Free of vermin and pest infestations. | |
| SCHEDULE 4 – INFRASTRUCTURE CHARGES NOTICE NO: 39A <i>Water Supply and Sewerage Networks</i> <i>Central SEQ Distribution Retailer Authority (QUU)</i> | | |
| 4.1 | QUU has imposed the following Infrastructure Charges for water supply and sewerage networks for Stage 1 as conditions of development approval for DA4137 for a MCU for Funeral Parlour and Caretakers Residence (Stage 1) on land described as Lot 135 SP132929, situated along Railway street, Esk. | |
| Amount: | \$5384.00 – Stage 1 Places of Assembly | |
| Subject land: | Lot 135 SP132929, situated along Railway Street, Esk | |
| Relevant Trunk Infrastructure Network: | Esk Water Supply and Sewerage Networks | |
| Applicable Planning Scheme: | Former Esk Shire Planning Scheme 2005 (as amended) | |
| Payable to: | Central SEQ Distribution – Retailer Authority (QUU) | |
| When the charge is payable: | Prior to commencement of the use of each stage | |
| Charge rate stated: | Stage 1 Water: 212m2 x \$4.10 per m2 = \$869.20 Stage 1 Sewerage: 212m2 x \$21.30 per m2 of GFA = \$4515.60 | |
| Number of units of demand for which a credit has been given: | Nil | |
| SCHEDULE 5 – INFRASTRUCTURE CHARGES NOTICE NO: 40A <i>Water Supply and Sewerage Networks</i> <i>Central SEQ Distribution Retailer Authority (QUU)</i> | | |
| 5.1 | QUU has imposed the following Infrastructure Charges for water supply and sewerage networks for Stage 2 as conditions of development approval for DA4137 for a MCU for Funeral Parlour and Caretakers Residence (Stage 2) on land described as Lot 135 SP132929, situated along Railway street, Esk. | |
| Amount: | \$5486.40 – Stage 2 Places of Assembly | |
| Subject land: | Lot 135 SP132929, situated along Railway Street, Esk | |
| Relevant Trunk Infrastructure Network: | Esk Water Supply and Sewerage Networks | |
| Applicable Planning Scheme: | Former Esk Shire Planning Scheme 2005 (as amended) | |
| Payable to: | Central SEQ Distribution – Retailer Authority (QUU) | |
| When the charge is payable: | Prior to commencement of the use of each stage | |
| Charge rate stated: | Stage 2 Water: 216m2 x \$4.10 per m2 = \$885.60 Stage 2 Sewerage: 216m2 x \$21.30 per m2 of GFA = \$4600.80 | |
| Number of units of demand for which a | Nil | |

| | |
|---|--|
| credit has been given: | |
| SCHEDULE 6 – INFRASTRUCTURE CHARGES NOTICE NO: 41A | |
| <i>Water Supply and Sewerage Networks</i> | |
| <i>Central SEQ Distribution Retailer Authority (QUU)</i> | |
| 6.1 | QUU has imposed the following Infrastructure Charges for water supply and sewerage networks for Stage 3 as conditions of development approval for DA4137 for a MCU for Funeral Parlour and Caretakers Residence (Stage 3) on land described as Lot 135 SP132929, situated along Railway street, Esk. |
| Amount: | \$NIL – Stage 3 Caretaker's Residence |
| Subject land: | Lot 135 SP132929, situated along Railway Street, Esk |
| Relevant Trunk Infrastructure Network: | Esk Water Supply and Sewerage Networks |
| Applicable Planning Scheme: | Former Esk Shire Planning Scheme 2005 (as amended) |
| Payable to: | Central SEQ Distribution – Retailer Authority (QUU) |
| When the charge is payable: | Prior to commencement of the use of each stage |
| Charge rate stated: | Stage 3 Water: based on 0m2 Stage 3 Sewerage: based on 0m2 |
| Number of units of demand for which a credit has been given: | Credit 1 water Credit 1 sewerage |
| SCHEDULE 7 – REFERRAL AGENCY | |
| <i>Department of Transport and Main Roads (TMR)</i> | |
| <i>Concurrence Agency Status</i> | |
| Agency response: Conditions apply | |
| 7.1 | The Department of Transport and Main Roads (TMR) is a concurrence agency under the Sustainable Planning Regulation 2009 (SPR) for the purposes of the Sustainable Planning Act 2009. The Department has assessed both requests for DA4137 and supports the request to extend the approval period and supports the permissible change request, subject to the imposition of conditions imposed under the original response dated 7 April 2005 for DA4137. |
| 7.2 | The Departments responses will be attached to Council's Decision Notice for DA4137. |
| SCHEDULE 8 | |
| <i>Department of Infrastructure, Local Government and Planning</i> | |
| <i>Referral Agency response</i> | |
| 8.1 | SPD-1116-031925 |
| 8.2 | The Department of Infrastructure, Local Government and Planning has considered the proposed changes to the development approval and advises that it has no objection to the change being made. |
| 8.3 | Referral Agency response from DILGP will be included in Council's Decision Notice. |

SCHEDULE 9 ADVISORY NOTES

This approval has effect in accordance with the provisions of *Division 5 Section 339* of the *Sustainable Planning Act 2009*. [A copy of Section 339 will be enclosed with the Decision Notice].

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 building work and plumbing/drainage work necessitated by the conditions contained in this approval.

All building work is to comply with the provisions contained in the Building Act; the Building Regulation, the Building Code of Australia, the Queensland Development Code and relevant Australian Standards.

All plumbing and drainage work is to comply with the provisions contained in the Queensland Sewerage and Water Supply Act, Standard Sewerage Law and the Standard Water Supply Law, the relevant Australian Standards including AS/NZS 3500 – 1998 – National Plumbing and Drainage Code and Council Policies and requirements.

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.

All works shall be carried out in accordance with the *Workplace, Health and Safety Act 1995* (as amended) and the *Workplace Health and Safety Regulation 1997* (as amended).

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]."

Carried

| | |
|------------------------|---|
| Subject: | Brisbane Valley Rail Trail funding application |
| File Ref: | Grants - programs - Building Better Regions Fund |
| Action Officer: | DFIN |

Background/Summary

The Australian Government's Building Better Regions Fund (BBRF) will invest \$297.7 million over four years in regional Australian infrastructure projects with all regional local governments throughout Australia plus all not for profit community groups in regional areas throughout Australia able to apply for funding.

It is expected that round 1 of this grant program may amount to around \$75 million in total funding available.

Council has announced that it will apply under BBRF for funding to complete the Brisbane Valley Rail Trail (BVRT).

It is understood that consulting engineers have costed completing the BVRT under the funding conditions for BBRF at \$3.354 million. These conditions include a requirement for the project to be undertaken by contract based on tenders.

The State Government has offered a contribution of \$1.8 million to complete the BVRT with funding available until 30 June 2018.

Based on previous advice from government officers, Council's case for funding under BBRF may be strengthened by offering a project with a high ratio of total project cost versus requested Australian Government contribution.

It is recommended that Council's BBRF application be based on a contribution of \$104,000 of Council funds so that for every dollar of requested Australian Government funds, there would be \$1.31 of State or local dollars spent on the project.

This contribution would also evidence strong local support for the project as summarised below:

| | |
|------------------------------------|-------------|
| Queensland government | \$1,800,000 |
| Council proposed contribution | \$104,000 |
| Australian government funds sought | \$1,450,000 |
| Project value | \$3,354,000 |

Attachment

Nil

Recommendation

THAT the Chief Executive Officer be authorised to complete an application for funding under the Australian Government's Building Better Regions Fund to complete the Brisbane Valley Rail Trail and that Council make available an unconditional cash contribution of \$104,000 towards the project.

Decision:

Moved - Cr Choat

Seconded - Cr Whalley

"THAT the Chief Executive Officer be authorised to complete an application for funding under the Australian Government's Building Better Regions Fund to complete the Brisbane Valley Rail Trail and that Council make available an unconditional cash contribution of \$104,000 towards the project."

Carried

Cr Hall recorded his vote against this decision.

| | |
|------------------------|--|
| Subject: | Property search options - planning only searches |
| File Ref: | Rates and valuations - payments - 2016 - 2017 - property searches |
| Action Officer: | DFIN |

Background/Summary

Council resolved as follows on 14 November 2016:

"THAT effective 1 January 2017, Council no longer accept applications for short property searches and the relevant line item be deleted from Council's schedule of cost recovery fees." (Decision notice attached)

Since the date of that resolution, Council has received enquiries from a solicitor about a building approval matter for a property purchased by the solicitor's client where the solicitor requested a type of property search during the purchase process which did not cover building approval matters (document 919356).

It is considered that this enquiry provides further evidence of potential risk to Council associated with providing cheaper single subject property search options as opposed to providing full property search responses to purchasers and solicitors.

Council offers separate single-subject engineering searches, building searches and land use planning searches.

It is considered that land use planning, building and engineering matters are interrelated and information about all three areas is necessary for prospective purchasers of Somerset properties to make informed decisions.

Council officers recommend further reducing the number of single subject property search options.

Attachments

Decision notice – 14 November 2016
Property search application form extract

Recommendation

THAT effective 1 January 2017, Council no longer accept applications for the following property searches and the relevant lines be deleted from Council's schedule of cost recovery fees:

- Planning information only
- Building records only
- Engineering information only

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

"THAT effective 1 January 2017, Council no longer accept applications for the following property searches and the relevant lines be deleted from Council's schedule of cost recovery fees:

- Planning information only

- Building records only
- Engineering information only."

Carried

Subject: Investment policy review
File Ref: Financial management - investments
Action Officer: DFIN

Background/Summary

Council is reliant on interest revenue in order to keep rates and charges at the lowest possible level.

Term deposit interest rates have declined by around 0.3% over the past year.

Council's investment policy (copy attached) provides guidelines about the investment of surplus funds with the stated objective of maximising earnings within approved risk guidelines.

The following overall investment limits apply in the policy:

| Long Term Rating (Standard and Poor's) or equivalent | Total Limit |
|--|---|
| QIC/QTC Pooled Cash Management Fund | 100% of the available funds less \$1 million preserved for qualifying local banks |
| AA(minus) rated products at AA(minus) rated financial institutions or better | 95% of the available funds less \$1 million preserved for qualifying local banks |
| A(minus) rated products at A(minus) rated qualifying local banks or better (defined below) | \$1 million |

Credit ratings for major banks are as follows:

| Long term credit rating (Standard and Poors) | Short term credit rating (Standard and Poors) | Banks (source: bank websites) |
|--|---|--|
| AA- (minus) | A-1+ | National Australia Bank Commonwealth Bank (including Bankwest) Westpac Bank (including St George Bank) ANZ Bank |
| A+ (plus) | A-1 | Suncorp Bank HSBC Bank Australia Ltd |
| A – (minus) | A-1 | Macquarie Bank |
| A – (minus) | A-2 | Bendigo Bank Bank of Queensland |

Approval is sought to allow competition for up to and including \$15 million in Council

investments by A+ (plus) rated institutions as well as the major four banks plus Queensland Treasury Corporation (QTC).

Suncorp, HSBC Australia, NAB, Commonwealth, Westpac and ANZ Banks would therefore be able to compete for this \$15 million based on current credit ratings.

Attachment

Investment policy 2016/2017

Recommendation

THAT the table under section 5.6 of the investment policy 2016/2017 be amended to read as follows:

| Long Term Rating (Standard and Poor's) or equivalent | Total Limit |
|--|---|
| QIC/QTC Pooled Cash Management Fund | 100% of the available funds less \$1 million preserved for qualifying local banks |
| AA(minus) rated products at AA(minus) rated financial institutions or better | 95% of the available funds less \$1 million preserved for qualifying local banks |
| A+(plus) rated products at A+(plus) rated financial institutions or better | \$15 million |
| A(minus) rated products at A(minus) rated qualifying local banks or better (defined below) | \$1 million |

Decision:

Moved - Cr Whalley

Seconded - Cr Brieschke

"THAT the table under section 5.6 of the investment policy 2016/2017 be amended to read as follows:

| Long Term Rating (Standard and Poor's) or equivalent | Total Limit |
|--|---|
| QIC/QTC Pooled Cash Management Fund | 100% of the available funds less \$1 million preserved for qualifying local banks |
| AA(minus) rated products at AA(minus) rated financial institutions or better | 95% of the available funds less \$1 million preserved for qualifying local banks |
| A+(plus) rated products at A+(plus) rated financial institutions or better | \$15 million |
| A(minus) rated products at A(minus) rated qualifying local banks or better (defined below) | \$1 million" |

Carried

| | |
|------------------------|--|
| Subject: | Proposed Lowood library floor plan |
| File Ref: | Council properties - design and construction - Lowood library |
| Action Officer: | DFIN |

Background/Summary

A proposed floor plan for Lowood library is presented consistent with the schematic design that was presented to the Council meeting of 24 August 2016 but with differences at the western end of the building following discussions with the regional librarian and other officers including:

- a library meeting room and small library store has been added
- the customer service area is larger than shown in the August 2016 plan

The proposed floor plan does not show the layout of library shelves and other furniture however these can be laid out as per the August 2016 drawing (or in any configuration).

Both old and new floor plans are attached for comparison purposes.

Endorsement is sought for proposed floor plan 1602.SK7 for the purpose of finalising building approvals and for procurement.

Attachments

Proposed floor plan 1602.SK7 of 1 December 2016
Schematic design 1602.SK6 dated 16 August 2016

Recommendation

THAT Lowood library proposed floor plan 1602.SK7 of 1 December 2016 be endorsed.

| | | |
|-------------------------|--|-------------------------|
| <i>Decision:</i> | Moved - Cr Gaedtke | Seconded - Cr Brieschke |
| | “THAT Lowood library proposed floor plan 1602.SK7 of 1 December 2016 be endorsed.” | |
| | | <i>Carried</i> |

| | |
|------------------------|---|
| Subject: | Tender 1006 – Sale of Lot 702 CSH2384 |
| File Ref: | Council Land and Buildings – Doc Id 924216 |
| Action Officer: | DCORP |

Background/Summary

Tenders closed at 11am on Thursday 1 December, 2016 for the sale of Lot 702 CSH2384, being a 4047m² at McConnel Street Braemore.

| | |
|--|----------|
| One tender was received, being David and Jill Bromfield | \$95,000 |
|--|----------|

The offer received is considered to be fair market value for the sale of the land.

Attachments

Nil

Recommendation

THAT the tender received from David and Jill Bromfield for an amount of \$95,000 for the sale of Lot 702 CSH2384, be accepted.

Decision:

Moved - Cr Gaedtke

Seconded - Cr Hall

"THAT the tender received from David and Jill Bromfield for an amount of \$95,000 for the sale of Lot 702 CSH2384, be accepted."

Carried

Subject: Tender 1007 - Sale of Lot 2 RP190503
File Ref: Council Land and Buildings - Doc Id 924220
Action Officer: DCORP

Background/Summary

Tenders closed at 11am on Thursday 1 December, 2016 for the sale of Lot 2 RP190503, being a 336m² land locked property at Vernor. A condition of the tender was that the property be amalgamated with an adjoining property.

One tender was received, being Glenn and Kathleen Owen \$10

Although the successful tenderer is required to meet the costs of preparing and registering a plan of survey to amalgamate the properties, the offer received is not considered to be fair value for the sale of the land.

Attachments

Nil

Recommendation

THAT –

- (i) The tender received from Glenn and Kathleen Owen for the sale of Lot 2 RP190503, not be accepted.
- (ii) The Chief Executive Officer be authorised to negotiate with the tenderer to achieve a fairer value.

Decision:

Moved - Cr Ogg

Seconded - Cr Brieschke

"THAT –

- (i) The tender received from Glenn and Kathleen Owen for the sale of Lot 2 RP190503, not be accepted.
- (ii) The Chief Executive Officer be authorised to negotiate with the tenderer to achieve a fairer value."

Carried

Subject: Tender 1008 – Sale of Lot 3 RP28870

Background/Summary

| | |
|--|--------|
| One tender was received, being Raymond Mischke | \$5000 |
|--|--------|

Although the property is flood prone Mr Mischke is an adjoining owner to the site and is aware of the issue. The offer received is considered to be fair market value for the sale of the land.

Nil

THAT the tender received from Raymond Mischke for an amount of \$5000 for the sale of Lot 3 RP28870, be accepted.

| | | |
|-------------------------|---|-------------------|
| <i>Decision:</i> | Moved - Cr Hall | Seconded - Cr Ogg |
| | <p>“THAT the tender received from Raymond Mischke for an amount of \$5000 for the sale of Lot 3 RP28870, be accepted.”</p> <p style="text-align: right;"><i>Carried</i></p> | |

| | |
|------------------------|---|
| Subject: | Somerset Libraries' officer report 1 November - 30 November 2016 |
| File Ref: | Officers report |
| Action Officer: | Library Team Leader |

Background/Summary

9495 visits to Somerset Libraries were recorded in the month from 1 – 30 November. Over **476** 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 November:

| Somerset Libraries | 2015 | 2016 |
|---|-------------|-------------|
| Customer Service | | |
| Visits to library branches (Appendix A) | 9008 | 9495 |
| Enquires answered | 2255 | 2575 |
| New membership (Appendix B) | 74 | 76 |
| Loans of library stock (Appendix C) | 4989 | 5638 |
| eBook loans (Appendix C) | 842 | 254 |
| eAudio loans (Appendix C) | 92 | 101 |
| Digital magazines (Appendix C) | 24 | 53 |
| Total loans | 5947 | 6046 |

| | | |
|--|-------------|-------------|
| Reservations of library stock (Appendix C) | 1333 | 1461 |
| Computer usage (Appendix D) | | |
| Hours of public computer use | 804 | 775.5 |
| Hours of Broadband for seniors kiosk use | 293 | 402.5 |
| Total hours of computer usage | 1097 | 1178 |
| IT training (Appendix E) | | |
| BFS Training | 43 | 38 |
| eDevice Training | 21 | 46 |
| Community programs (Appendix F) | | |
| Storytime attendances | 327 | 303 |
| Outreach and events attendances | 69 | 144 |
| Total community program attendances | 460 | 531 |

Play it Safe Day

Library services participated in Play it Safe Day informing students on the safety message.

Conversations

Kilcoy Crafternoon program taught community members how to construct gift boxes and various other Christmas ornaments.

Attachments

Nil

Recommendation

THAT the Somerset Libraries' report November 2016 be received.

Decision:

Moved - Cr Gaedtke

Seconded - Cr Brieschke

"THAT the Somerset Libraries' report November 2016 be received."

Carried

| | |
|------------------------|---|
| Subject: | Somerset Region Neighbourhood Centre Service Report for the period 1 November - 30 November 2016 |
| File Ref: | Community services - service provision - Community Development |
| Action Officer: | CDC |

Background/Summary

Activities throughout the month included:

- Volunteers at the Esk Community Connection Point hosted a successful Cuppa and Chat. The talk was given by FAUNA on what to do if come in contact with an injured animal as well as information about the organisation itself.
- The CDC organized a visit to the Lowood Ambulance Station for the Lowood

Women's Group. Twelve ladies attended. They were given a tour of the building including the ambulances and learnt basic CPR awareness. The group found it highly interesting and valuable.

- The final Community Share Meal for 2016 was held in Kilcoy, with 14 residents attending, including three KPC workers. Three of the Bangladeshi boys were also able to attend this month. The group discussed ideas for next year to try to get new residents involved. One idea is to ask the mobile Playgroup van to join in, which may help to encourage parents with pre-schoolers to connect.
- Friendly Crafters continued with 14 and 8 attending the two sessions in November. This included 2 new crafters. Often at this gathering, a few residents opt to play a board game instead and so the distinction between the craft mornings and games mornings is blurring. The group continues to be friendly and supportive with much laughter. Around twelve of the group registered to become "Knitted Knockers" knitters and hopefully will receive their kits in the new year. A two meeting workshop was held on folk art during the month with many contributing to the cost of materials and creating hand-made Christmas decorations.
- Friendly Games had 9 and 14 persons attending the mornings. At the second gathering of the month the alternative to complete the folk art from the previous craft morning was offered. There were seven new residents who came along in the month, some for craft and some for games.
- The Toogoolawah Positive Peers Mental Health Support Group continues to meet. The Aftercare support worker attended the first meeting for the month and was impressed how the group has developed. The group will now proceed relatively autonomously but will continue to be supported by council; providing a venue and light refreshments. The CDC and Care and Concern Support worker will attend occasionally to ensure the group remains viable. This is a highly valuable resource to have in our community, as there are not many mental health services that outreach to Toogoolawah. Peer support has been found to be a successful low intensity method of assisting people to maintain their mental wellbeing.
- Toogoolawah Women's Group continues to be supported. They had their planning day for 2017 and a Christmas break-up during the month. They have decided to relocate their meetings from the RSL hall to Our House as the venue is air-conditioned and more conducive to post talk cuppas. It is one year since the Health Department withdrew support but the group is very keen to continue meeting. There are over thirty members with twenty regularly attending.
- CDC attended the second meeting of a Somerset/Lockyer NDIS network group. This was held in Laidley and attracted quite a few local service providers from Somerset, Ipswich and Lockyer. The formation of the group, grew out of the need for agencies to support each other in preparation for the role out of the NDIS in West Moreton from July next year. The meeting is being supported by council and CDC by providing space at Fernvale Futures every second month, minute taking and dissemination of information.
- The CDC attended the launch of the Words for Wellbeing at the Ipswich Library. Somerset library has the books now available for loan.
- The CDC also attended various Interagency and local level alliance meetings. The difficulties experienced in encouraging Somerset residents seeking help before crisis

point was discussed at length at the rural and regional working group meeting within the LLA. It seems this is a trend happening in other places.

- The CDC attended the West Moreton Hospital and Health Service Reference Group Meeting in Lowood, where the “hospital in the home” model of health care was discussed.
- The CDC addressed the Esk Visitor Information Centre volunteer’s meeting, to explain about the Neighbourhood Centre Service and how this service is better placed to assist residents with their local queries than the Information Centre.
- The CDC attended the BV Transport Meeting in Fernvale. Unfortunately there were only four participants.
- The CDC attended the Child Protection Week Planning Committee Meeting in Yamanto in caretaker mode, prior to the youth engagement officer commencing.
- The CDC attended the quarterly Neighbourhood Centre Meeting in Ipswich which was followed by a workshop by QCOSS on the Human Services Quality Framework (HSQF) self auditing process. Self auditing of each funded service must be finalized eighteen months after the funding agreement has been signed.

Future Planned Events/Activities for December/January

- Community Garden Working Bee in association with ALARA
- International Volunteers Day
- Christmas Cuppa and Chat Break up
- CPR Awareness and responding to health emergencies (Toogoolawah)

Somerset Region Neighbourhood Centre Service usage

Events

| Group/event name | Date | Location | Topic | Number attendees | Number new attendees |
|---------------------------|---------------------------|--|--|--|-----------------------------|
| Cuppa and Chat | 4 Nov | Esk | FAUNA | 8 | 0 |
| Community Share Meal | 29 Nov | Kilcoy | Next year program | 14 | 0 |
| Friendly Crafters | 3 Nov 17 Nov | Toogoolawah | General craft. Folk Art | 14 8 | 2 0 |
| Toogoolawah Women’s Group | 9 Nov 23 Nov 30 Nov | Toogoolawah | | 20 approx 20 approx 20 | 0 0 0 |
| Mobile Hub | | Coominya Fernvale Toogoolawah Moore Linville Kilcoy | 2 services 3 services 5 service 2 services 2 service 2 services | 3 residents 5 residents 5 resident 2 resident 1 resident 2 resident | 18 residents 14 agencies |
| Friendly Games | | Toogoolawah | Various board and card games | 9 14 | 2 5 |

Information and referrals

Attachments

Nil

Recommendations

THAT the contents of this report be noted.

"THAT the contents of this report be noted."

Carried

| | |
|------------------------|--|
| Subject: | Sport and Recreation report - November 2016 |
| File Ref: | Governance - Reporting - Officer Reports |
| Action Officer: | SRO |

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 November 2016.

Vibrant Somerset

1. Operate Indoor Sports Facilities

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

Fernvale Indoor Sports Centre

- There were 1,857 attendees at the centre in October. Attendances were lower than figures recorded in the previous month.
- Gym memberships for October were slightly less than figures recorded in the previous month, and also lower than figures recorded during the same period last year.
- Internal marketing included frequent updates on facebook. The facebook page received a total of 21 new likes for the month. Current members who referred friends and family for a 5 day pass were given a week free off their membership for any of their friends who joined the gym on a full contract.
- External marketing included offering a free 5 day pass to visitors and on joining then received a free fitness consultation, free pt session and 2 x 5 day passes for friends and family.

Toogoolawah Community Gym

- There were 225 attendees at the Community Gym in October. Attendances were lower than figures recorded in the previous month.
- Gym memberships for October were higher than figures recorded in the previous month.
- Internal marketing initiatives included the Reset challenge, the money raised was donated to a local charity. Free passes for family and friends of members were on offer.
- External marketing initiatives for October included the following:
 - Jayne McKenzie Manager continues a column for the local paper and has free space when required as well as regular paid space.
 - New signage has been ordered to reflect the new hours as 1st December 2016.
 - Advertisement in the Somerset paper several times relating to mature aged people and resistance training, goal setting and detoxing.
 - FREE passes have been left at various businesses in Toogoolawah.
 - Regular facebook updates.
 - Space in the local high school newsletter promoting the gym.
 - Posters have been placed around town.
 - A survey was published within the school newsletter asking the community about their requirements.
 - Conducting a major leaflet drop for our Christmas/New Year specials.

Kilcoy Indoor Sports Centre and Gym

- There were 1,244 attendees at the centre in October. Attendances were lower than figures recorded in previous month.
- There were 170 gym members in October. Memberships increased in comparison to the previous month.

- There were a number of internal marketing initiatives conducted in October. These included offering new members with free visit passes for family and friends, the continuation of the internal newsletter 'Friends In Fitness' and the announcement of the first member of the month.
- External marketing initiatives for October included the following:
 - Jayne McKenzie Manager continues a column for the local paper and has free space when required as well as regular paid space.
 - Corporate membership packages have been offered to local businesses.
 - Outdoor signage has been completed.
 - Free passes given to allied health services to hand to their patients.
 - Website is in the process of completion.
 - Regular facebook updates with an increase on members from the previous month.

2. Swimming pools maintained in operating condition

Toogoolawah Pool

- There were 1,201 attendances recorded for October; attendances were higher than the figures recorded in the previous month.
- All internal and external marketing is done through regular facebook and website updates along with the creation of flyers for all programs and events.
- Centre programs that are available to the community include aqua aerobics, squad training, learn to swim and beach volleyball.

Kilcoy Aquatic Centre

- There were 4,110 attendances recorded for October; attendances were higher than the figures recorded in the previous month.
- All internal and external marketing is done through regular facebook and website updates along with the creation of flyers for all programs and events.
- Centre programs that are available to the community include aqua aerobics, squad training, learn to swim and pool parties.

Lowood Pool

- There were 1,016 attendances recorded for October; attendance figures are higher than the previous month.
- Marketing and promotion initiatives included regular facebook updates.
- Centre programs have continued throughout the month of October seeing involvement from existing and new community members.

Esk Pool

- There were 173 attendances recorded for October. The attendances recorded are the first for the swimming season.
- Marketing and promotional initiatives included regular facebook updates.

- Centre programs such as learn to swim have continued throughout the month of October.

The SRO with assistance of the Facilities Maintenance Coordinator (FMC) has continued to work with new operators on a variety of matters relating to the operation of the various facilities and various maintenance issues that arise.

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

The SRO ensured that the Somerset Rail Trail Fun Run and Active and Healthy Council website page was updated with relevant information.

The SRO provided information to community sporting groups on upcoming funding opportunities as well as referrals to free webinars and other educational opportunities.

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

The SRO attended the monthly Lowood Recreation Complex Association meeting. Paul Henderson (Project Manager) attended the meeting which allowed the LRC committee members to address any concerns they have regarding the project. Questions were posed regarding the construction and design of the project, of which were noted. Other general business matters were discussed.

5. Community participation in physical activity

December-January School Holiday Activities

The SRO continued working on the December-January School Holiday Activities. Liaison continued with various stakeholders in order to get the posters created and then distributed throughout the community. There will be a number of activities on offer to the community over the school holiday period, activities include pool movie nights, basketball clinics, skate clinics and much more.

Somerset Skate Clinics

As part of the December-January School Holiday Activities, the Somerset Skate Clinics will be on offer again over the holiday period. The SRO continued to liaise with Australian Skateboarding Community Initiative to ensure everything has been booked. These events will take place on:

- Monday, 9 January – 4pm-6pm – Kilcoy Skate Park
- Wednesday, 11 January – 4pm-6pm – Toogoolawah Skate Park
- Friday, 13 January – 4pm-6pm – Esk Skate Park
- Tuesday, 17 January – 4pm-6pm – Lowood Skate Park
- Thursday, 19 January – 4pm-6pm – Fernvale Skate Park

The SRO continued liaising with community organisations to hold barbeques at the clinics.

Australia Day Pool Events

The SRO has continued liaising with pool operators in regards to Australia Day events, activities will be held at all of the pools in Somerset free of charge to the community.

LIFE – Workplace Wellness

The SRO continued to promote the 10,000 steps challenge with periodic prize draws for staff

members participating.

The SRO continued to encourage fellow Council staff to get involved in the free LIFE activities that are on offer on a weekly basis.

The SRO completed the Movember challenge for the month of November and raised a total of \$563.00 dollars.

Somerset Rail Trail Fun Run

The SRO attended a meeting with other Council Officers to discuss the possibility of facilitating a bicycle leg for the 2017 Fun Run. The SRO liaised with Bicycle Queensland (BQ) regarding the potential of facilitating a bicycle leg and an event proposal was put forward by BQ. The SRO is awaiting the outcome of a pending report in order to move forward with preparations for the 2017 Fun Run.

Get Active and Healthy in Somerset Directory 2017

The SRO started to plan for the Get Active and Healthy in Somerset Directory for 2017. The SRO sent an email requesting information from clubs, community organisations, state health organisations and other relevant stakeholders in order to populate the directory with the relevant information required. The SRO will continue to develop the directory as the information becomes available.

2017 Somerset Schools Cup

The SRO has continued to liaise with the relevant schools for the 2017 Somerset Schools Cup. A tentative date June 2 has been set. The SRO will ensure progress is maintained leading up to the event.

Somerset Primary Schools Cup (Summer Edition)

The SRO attended the Somerset Primary School Sports Cup held on November 14 which hosted Linville, Harlin, Esk and Toogoolawah State Schools. They competed against each other in modified games in a round robin competition with the overall winner being Toogoolawah State School. The day was well received by the students and teachers involved.

Seqwater Play It Safe Day

The SRO liaised with Seqwater staff to ensure there was a Council presence at the event. The event was held on November 22 with the Youth Engagement Officer (YEO) attending the event in the absence of the SRO. The YEO facilitated activities for the kids in attendance.

6. Develop appropriate management strategies

Nothing to report this month.

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 email notices and information on the Active and Healthy Council website page kept up to date.

Recommendation 3.1.1 – the SRO continues to assist as needed on Council's successful round 2 application for upgrades to the Lowood Recreation complex under the *Get Playing Plus* funding program.

The SRO had discussions with Real Insurance and The Great Outdoor Gym Company regarding exercise equipment in Clock Park, Lowood. The SRO will report more information as it becomes available.

8. Multiple use of recreation reserves

The SRO continued to liaise with user groups at the Fernvale Sports Park including offering trial usage arrangements to Marburg-Mount Crosby Thunder Cricket Club. The trial usage arrangements will be in place up to 30 September 2017.

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

Club Liaison

- The SRO liaised with Toogoolawah Tennis Club regarding funding opportunities for a training tennis wall.
- Several emails were sent to Somerset clubs this month. These included reminders for upcoming events, the latest grant information and information on upcoming workshops and webinars.

10. Grants approved

Nothing to report this month.

11. Sports equipment library developed

October

Esk - 11 Loans.

Kilcoy - 1 Loan.

Lowood - 4 Loans

Toogoolawah - 3 Loans.

There were a total of 19 loans from the Active and Healthy Resource Centre in the month of October.

Attachments

Centre Attendance figures for the month of September for the Fernvale Indoor Sports Centre, Kilcoy Indoor Sports Centre, Toogoolawah Community Gym, Lowood Swimming Pool, Toogoolawah Swimming Pool and Kilcoy Aquatic Centre

Recommendation

THAT the report be received.

| | | |
|------------------|--------------------------------|-------------------|
| Decision: | Moved - Cr Hall | Seconded - Cr Ogg |
| | "THAT the report be received." | |
| | | <u>Carried</u> |

RADF Cheque Presentations

The Mayor presented a cheque to a representatives from the Kilcoy Art Society for a water colourists workshop in the sum of \$1,610.

The Mayor presented a cheque to a representative from the Somerset Art Society for the 2017 Somerset Art Awards in the sum of \$9,963.

Adjournment of meeting

The meeting adjourned at 9.55am for morning tea, resuming at 10.25am.

| | |
|------------------------|---|
| Subject: | NDRRA Fernvale Severe Storm - October 2015 Quotation |
| File Ref: | Corporate management - tendering - quotations - 2016-2017 - tenders - contract 15-013 - Fernvale severe storm 2015 |
| Action Officer: | WM |

Background/Summary

Council officers have recently called quotations associated with the Natural Disaster Relief and Recovery Arrangements (NDRRA), Fernvale Severe Storm, 27 October event for the Restoration of Essential Public Assets (REPA). A request for quotation was sought under Local Buy Contract BUS244-1013 – Civil Construction and Road Resurfacing, from four suppliers.

Quotations closed on Thursday 1 December 2016, with submissions received from all suppliers, ranging in value from \$212,258.71 to \$296,662.09 for the delivery of the REPA works associated with the Fernvale Severe Storm, 27 October event. All figures within this report are inclusive of GST.

Council is advised that the cheapest quote received is just within the Queensland Reconstruction Authority (QRA) recommended value. The NDRRA Fernvale Severe Storm, 27 October event is funded co-jointly by the Australian Federal and Queensland State Government.

To remove financial risk to Council, these actual contract values and QRA's RV will be discussed with the QRA for their information and consideration. Based on NDRRA guidelines and past working history, it is known that QRA will reimburse all reasonable costs associated with delivery of the approved scope of works. Council Officers will be very particular that the 'delivery of the approved scope' is only performed.

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 GHD 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, A&M Civil Pty Ltd (A&M) and Ardnnox Group Pty Ltd (ANX), were further considered to establish the suitability of their offers.

A&M Civil Pty Ltd

A&M has the past experience, knowledge and resources to fulfill this contract and has successfully undertaken numerous flood recovery works within the Somerset Region. A&M offered the lowest quotation for the NDRRA works being \$212,258.71.

Ardnox Group Pty Ltd

ANX has the past experience, knowledge and resources to fulfill this contract and has successfully undertaken flood recovery works within Somerset Region, but not to the same extent as A&M. However, the ANX quote was \$255,591.02 which is \$43,332.31 dearer than A&M and when considering other assessment criteria, the quote offered by ANX does not offer any noticeable advantages over the A&M quotation.

Based on the quotation assessment, the quotation submitted by A&M Civil Pty Ltd is the highest ranked supplier and is considered to offer Council the best value for money for the NDRRA Fernvale Severe Storm, 27 October event.

Attachments

Nil

Recommendation

THAT the quotation for the NDRRA Fernvale Severe Storm, 27 October event be awarded to A&M Civil Pty Ltd for the cost of \$212,258.71 inclusive of GST.

Decision:

Moved - Cr Whalley

Seconded - Cr Choat

"THAT the quotation for the NDRRA Fernvale Severe Storm, 27 October event be awarded to A&M Civil Pty Ltd for the cost of \$212,258.71 inclusive of GST."

Carried

| | |
|------------------------|---|
| Subject: | 2017-2018 Cycle Network Local Government Grants Program |
| File Ref: | Government relations - state and federal government liaison - state and federal government departments - liaison 2015-2018 |
| Action Officer: | DDE |

Background/Summary

Council has been advised by the Department of Transport and Main Roads (TMR) that the 2017-2018 Cycle Network Local Governments Grants Program has been opened. It is advised that the application closing date is 27 January 2017.

The objective of the program is to work with local governments to deliver best practice, high quality and safe cycling infrastructure and facilities on principal cycle networks across Queensland.

Local governments that have formally endorsed a Principal Cycle Network Plan (PCNP) are eligible to apply for a 50 percent grant for the design and/or construction of high quality cycling infrastructure that contributes to the delivery of the principal cycle network.

Council has previously endorsed the South East Queensland Principal Cycle Network Plan, and Council may apply for grants along these routes. Council previously received grants under the 2016-2017 program for the following projects:

- Brisbane Valley Highway from Clive Street to Brouff Road, Fernvale
- Prospect Street from Park Street to Peregrine Drive, Lowood

The routes focus on journeys to work, school, and social/utility trips. TMR have advised that only Principal routes are eligible for funding under the program.

- **Principal routes** form the spine or main routes from which local cycle networks are built from. Principal routes connect residential areas to major trip attractors such as public transport nodes, universities, schools, shopping and commercial centres, industrial areas, and regional recreational facilities.

The program has higher design requirements to deliver the highest priority routes in a region's principal cycle network and encourage more people to cycle more often for transport purposes. Projects eligible for funding include:

- On-road bike lanes (1.5m minimum, 2.0m desired)
- Off-road bikeways/veloways
- Off-road shared paths (2.5m minimum)
- Bridges and underpasses
- Bicycle crossing provisions
- Mid-trip and end-of-trip facilities, and
- Directional and route signage

TMR has indicated that they would investigate providing On-road bike lanes along main roads when they come up for surface renewal. However, Council may consider have off-road shared paths to increase safety where practicable. Plans of the endorsed PCNP are attached for Council information.

Endorsement is sought for applying for the construction of the below principal routes under 2017-2018 Cycle Network Local Governments Grants Program. The routes are listed in order of suggested priority and maps of the principal cycle network in each town are attached:

| Priority | Project | Description | Project Cost |
|----------|---|--|--------------|
| 1 | Old Mt Beppo Rd from school to Brisbane Valley Highway, Toogoolawah | Install new 2.5m off-road shared path on north side of Rd | \$455,000 |
| 2 | Brisbane Valley Highway at Cressbrook Creek, Toogoolawah | Install new 2.5m off-road shared path from Old Mt Beppo Rd and underneath highway bridge to Poll Cradle Park | \$115,000 |
| 3 | Toogoolawah Pedestrian Bridge to Cressbrook St | Install new 2.5m off-road shared path | \$80,000 |
| 4 | Esk Pedestrian Bridge to Pipeliner Park | Extend 2.5m off-road shared path and lighting to bridge | \$400,000 |
| 5 | Seib St to Saleyard Road, Kilcoy | Install new 2.5m off-road shared path on north side of highway | \$650,000 |

| | | | |
|---|--|--|-----------|
| | | | |
| 6 | Prospect St from Peregrine Dr to Sea Eagle Dr, Lowood | Replace existing footpath with 2.5m off-road shared path on south side of road | \$450,000 |
| 7 | Fulham St from Abbotsford to Kemp St, Toogoolawah | Install Bike Lanes along widened roadway | \$100,000 |
| 8 | William St from Kilcoy Murgon to Carseldine St, Kilcoy | Install Bike Lanes along widened roadway | \$325,000 |
| 9 | Prospect St, Lowood | Replace Pedestrian Bridge | \$160,000 |

Attachments

Somerset PCNP maps

Recommendation

THAT the Chief Executive Officer be authorised to lodge the funding applications under 2017-2018 Cycle Network Local Governments Grants Program beginning with the first listed priority project below:

| Priority | Project |
|----------|---|
| 1 | Old Mt Beppo Rd from school to Brisbane Valley Highway, Toogoolawah |
| 2 | Brisbane Valley Highway at Cressbrook Creek, Toogoolawah |
| 3 | Toogoolawah Pedestrian Bridge to Cressbrook St |
| 4 | Esk Pedestrian Bridge to Pipeliner Park |
| 5 | Seib St to Saleyard Road, Kilcoy |
| 6 | Prospect St from Peregrine Dr to Sea Eagle Dr, Lowood |
| 7 | Fulham St from Abbotsford to Kemp St, Toogoolawah |
| 8 | William St from Kilcoy Murgon to Carseldine St, Kilcoy |
| 9 | Prospect St, Lowood – Replace Pedestrian Bridge |

THAT Council confirm that Council funding of 50% of the estimated project cost is available as Council's partner cash contribution towards each 2017-2018 Cycle Network Local Governments Grants Program proposal.

Decision:

Moved - Cr Whalley

Seconded - Cr Choat

"THAT the Chief Executive Officer be authorised to lodge the funding applications under 2017-2018 Cycle Network Local Governments Grants Program beginning with the first listed priority project below:

| Priority | Project |
|----------|---|
| 1 | Old Mt Beppo Rd from school to Brisbane Valley Highway, Toogoolawah |

| | |
|---|--|
| 2 | Brisbane Valley Highway at Cressbrook Creek, Toogoolawah |
| 3 | Toogoolawah Pedestrian Bridge to Cressbrook St |
| 4 | Esk Pedestrian Bridge to Pipeliner Park |
| 5 | Seib St to Saleyard Road, Kilcoy |
| 6 | Prospect St from Peregrine Dr to Sea Eagle Dr, Lowood |
| 7 | Fulham St from Abbotsford to Kemp St, Toogoolawah |
| 8 | William St from Kilcoy Murgon to Carseldine St, Kilcoy |
| 9 | Prospect St, Lowood – Replace Pedestrian Bridge |

THAT Council confirm that Council funding of 50% of the estimated project cost is available as Council's partner cash contribution towards each 2017-2018 Cycle Network Local Governments Grants Program proposal."

Carried

| | |
|------------------------|--|
| Subject: | Linville Playground Fencing |
| File Ref: | Parks and reserves - design and construction - park and park structures |
| Action Officer: | DDE |

Background/Summary

This report has been prepared as directed by Council at the Workshop Outcome 14 November 2016 to:

"Get costing on re-fencing park and playground equipment."

Officers reviewed the site of the existing playground at the Linville Memorial Park. The park previously had a fence around only the playground.

An assessment for fencing was conducted of the playground location using the following assessment criteria from Council Ordinary meeting 25 February 2015:

A safety fence to be considered when a playground is located less than 20 metres from the following:

- *Main Road (TMR).*
- *High Speed (over 60kph) and High trafficked Council Road (over 200 vpd)*
- *Water bodies with standing water*

Using the above criteria, George St is less than 20meters from the playground, has over 200 vpd, but is within a 60kph. George St is not a Main Road, nor are there water bodies of standing water within 20m of the playground.

Should Council fence around the playground and/or the park, the estimated costs would be the \$14,000 for the playground and \$45,000 for the park as shown on the attached concept plan.

It is noted that the playground is currently listed for replacement on Council's Forward Works list within the next two years and a safety fence was to be included.

Attachments

Linville Playground Fencing - Concept Plan

Recommendation

THAT fencing of the playground at Linville Memorial Park be considered when the playground equipment is replaced/upgraded.

Decision:

Moved - Cr Whalley

Seconded - Cr Ogg

"THAT fencing of the playground at Linville Memorial Park be considered when the playground equipment is replaced/upgraded."

Carried

Subject: Speed Review - Gregors Creek Road
File Ref: Roads - design and construction - Roads
Action Officer: QAO / SES

This matter was removed from the agenda and will be discussed in workshop.

Subject: Eagle Rise Park Concept
File Ref: Parks and reserves - design and construction - park and park structures
Action Officer: DDE

Background/Summary

This report has been prepared as directed by Council at the Ordinary meeting 23 November 2016 to:

"THAT Council initiate the works for development of the Park on land described as Lot 900 on SP254157 within Eagle Rise Estate at Lowood, as budget permits."

Council officers have prepared a review and concept plan for the development of a park within the Eagle Rise Estate. As part of the review, officers referred to Council's Parkland Strategy to outline what requirements are needed for the park. The Parkland Strategy outlines that the park should be built to a "Local Park" standard and the following applies:

| PARK FEATURES | LOCAL PARK | COMMENT |
|----------------------------------|--|--|
| Boundary fencing | Bollards to prevent car access. | Bollards to be provided along Sandpiper Dr |
| Water taps Irrigation | 1-2 drinking taps/ fountains where potable water is available. | Drinking tap / fountain to be provided |
| Toilets | Not provided for local Parks. | Not provided |

| PARK FEATURES | LOCAL PARK | COMMENT |
|---|--|---|
| Bike/ pedestrian paths and facilities | On footpath and providing access to boundary. | Footpath connectivity provided to Sandpiper Dr and Shared path along Forest Hill Fernvale Rd. |
| Lighting | Safety lighting provided by street lights. | Provided by Street Lights. |
| Playgrounds₍₂₎ | 1 play event provided. | Provided. |
| Youth facilities- Informal Active facilities | Facility for older youth eg: ½ court or open area. Usually provided in Village Park or nearby. | Open space provided. |
| Sporting Fields | Sometimes provided if space permits as an informal field. | Open Space provided. |
| Picnic tables, seats, BBQs | 1- 2 tables. 2+ seats. BBQ not provided for Local Park. | 1 table and 3 seats provided. |
| Shade | Shade from trees or structures provided for play events and picnic nodes. | Shade structure over playground and picnic table. |
| Landscape works | Ornamental plantings. Shade species. Buffer plantings with other use nodes | Provided. |
| Car parks and internal roads | On street. Mainly a walk to park | On street parking only. |
| Special elements | Footpath kerbing and entry to park should allow for people with mobility challenges. | Provided. |

A concept plan of the park and an example of the type of playground is attached.

The ground is currently grassed over and relatively flat. There are no major impediments to the site beyond the drainage gully that goes through the middle. It is estimated that works shown on the concept plan would cost an estimated \$280,000 to construct.

Comments about the concept plan include the following:

- Playground area is provided closer to Sandpiper Drive where most users from Eagle Rise are expected to be from. This also moves the playground further from the Forest Hill Fernvale Road.
- A footpath connection is provided through the park to provide connectivity to the Shared Use path along Forest Hill Fernvale Road.
- Allowed for widening of the shared path drainage crossing to allow maintenance vehicles to cross. Currently vehicles have been going through the drainage channel. This also allows for future widening of the shared path.

- An assessment for fencing was conducted of the proposed playground location using the following assessment criteria from Council Ordinary meeting 25 February 2015:

A safety fence to be considered when a playground is located less than 20 metres from the following:

- Main Road (TMR).
- High Speed (over 60kph) and High trafficked Council Road (over 200 vpd)
- Water bodies with standing water

Using the above criteria, Forest Hill Fernvale Road would be 50m+ from the playground, the gully does not have standing water and would be 20m+ from the playground, Sandpiper Dr is less than 60kph and 30m from the playground. Based on this, fencing around the playground is not considered necessary. Should fencing be provided to enclose the playground, an estimated \$8,000 addition funds would need to be allocated.

- There are further opportunities for park amenities within the park land, but these are being left mostly undeveloped to see how the adjacent developments progress.
- A landscape architect is not anticipated to be needed for this phase of the project. To provide concept plans would cost an additional estimated \$3,000 with a further \$10,000 – \$15,000 for detailed plans.

Attachments

Concept plan of Eagle Rise Park
Example of local park playground

Recommendation

THAT the concept plan for Eagle Rise Park be endorsed and placed on Council's Forward Works list for future budget consideration.

| | | |
|------------------|---|-------------------|
| Decision: | Moved - Cr Choat | Seconded - Cr Ogg |
| | "THAT the concept plan for Eagle Rise Park be endorsed and placed on Council's Forward Works list for future budget consideration." | |
| | <u>Carried</u> | |

| | |
|------------------------|---|
| Subject: | Operational Report for November 2016 |
| File Ref: | Governance - Reporting - Officer Reports |
| Action Officer: | CSSA |

Background/Summary - Technical Design Team (Michael Kinion)

This team has continued to progress the designs for the 2016/17 capital works budget. All survey information for the capital works projects is now complete. The team has completed the designs for McCauley Street, Wivenhoe Pocket Road and Walter Street footpath. It has continued to provide support to the construction crews on the Lowood shared footpath project and the Gallinani Bridge project. Our assets register continues to be updated with the stormwater and cemeteries. The team continues to gather traffic data to update the

information in our system. It has also issued the following permits as listed below:

| Permit | Nov-16 | Nov-15 |
|--|---------------|---------------|
| Property Searches | 49 | 41 |
| Land Access Permit | 71 | 27 |
| Property Access Applications | 15 | 5 |
| National Heavy Vehicle Regulator Permits - Dwellings | 8 | 9 |
| National Heavy Vehicle Regulator Permits - Other | 38 | 11 |

Background/Summary - Works Department (Rob Bouchier)

Weather Conditions:

There has been no lost time due to weather conditions.

Gary Eastell - Foreman:

Northern Maintenance Crew (Greg Rolph)

This crew has undertaken maintenance on Boons Road, Langtons Lane, Blackjack Creek and Mountford Road. This crew is continuing with kerb and channelling on Pryde Street and Edward Street with the kerb being placed on 14 December. It is expected that the pavement seal will be done before close down.

Excavator crew (Dave Bandit) temporary operator

There have been four (4) burials during November. The crew has continued with ongoing drainage maintenance and clean up of illegal dumping sites. Other works include drainage for kerb and channel setup in Edward and Elizabeth Streets, Esk.

Landfill (Rob Hester)

The waste operations are continuing as normal at Esk Landfill.

Wayne Kohler - Foreman:

Southern Maintenance Crew (Thomas Varney)

This crew has completed maintenance works on Hills Road, Wanora Road, By Road, Stuhmckes Road, Lowood Hills Road and Bauer Street, Fox Road, Hanrahan Road and Mt Mulgowie Road. This crew also assisted with the construction of Church Street Lowood widening, kerb and channelling and infill. This project is now completed.

Esk Concrete Crew (Ron Ratcliff)

This crew has assisted with concrete work on the Church Street widening project and are now continuing with the footpath project in Prospect Street, Lowood.

Wayne Feeney - Foreman:

Kilcoy 1 Grader Crew (Stuart Gardner)

This crew has completed work on TMR maintenance to sections of Kilcoy Murgon Road and Dunlop's bridge replacement on Western Branch Road. They have also completed maintenance on Avoca Creek Road off Mt Stanley Road and have now finished placing Poly Com on Rasmussen Road and have now moved onto Kennedys Road.

Kilcoy 2 Grader Crew (Ian Thompson [Temp Ganger])

This crew has now completed works on the Esk Kilcoy – D'Aguilar Hwy intersection project for TMR. This crew is currently waiting on line markers for final completion of the project. This crew is now undertaking maintenance on Westvale Road.

Bob Peters – Foreman:**Austrroads Patching Crew 1 (Clinton McLeod)**

This crew is continuing with ongoing patching and the spray sealing of new works as jobs are completed.

Austrroads Patching Crew 2 (Craig Thompson)

This crew is continuing with pothole patching throughout the region, spray sealing and assisting other crews as needed.

Bitumen Crew (James Rolph)

This crew has completed pavement work D'Aguilar Highway and are now focusing on pavement failures on Brisbane Valley Highway and ongoing asphalt repairs on TMR and Council networks.

Bruce Zinn - Foreman:**Bridge Crew: (Kerry Kubler)**

The Bridge crew has placed the finishing touches on Dunlop's bridge replacement. This crew is continuing with replacement of Gallanani Bridge.

Kilcoy Concrete Crew: (Nigel Valentine)

This crew has completed work on Dunlop Bridge replacement on Western Branch Road. Other works include Kilcoy intersection signage and concrete work, Rasmussen Road and floodway concrete margins repairs.

Nelson Handyside – Senior Foreman:**Repair Crew: (Jim Walker)**

This crew is continuing with ongoing customer service requests and pro active patrol work. Other works include repairing and replacing signs as required. The Brisbane Valley Highway sign replacement from Wivenhoe Dam to north of Esk is ongoing. The last of these signs are being made.

Town Maintenance Crew: (Jim Smith)

This crew is assisting other crews as required and assisting with the sign replacement project on the Brisbane Valley Highway also.

Charlene Meehan – Foreman:**Esk Gardeners:**

This crew is continuing with tree and garden maintenance including watering gardens, mulching and infill plantings and grounds maintenance in preparation of community events.

Esk and Lowood Mowing Crew:

The mowing crew is undertaking mowing rounds, delivery of residential bins and relieving for town stewards.

Kilcoy Mowing Crew and Gardeners

This crew is undertaking mowing, general grounds maintenance and storm damage related clean ups.

SRC Slasher Operators:

The slasher operators are undertaking slashing on Main Roads and Council roads.

Town Stewards:

The town stewards are continuing their usual cleansing duties as well as general mowing,

grounds and asset and facility maintenance activities.

**Peter Heath – Workshop Foreman:
Mechanics:**

The mechanics have been continuing with servicing and maintenance of council fleet along with services and repairs to floating plant items. No major repairs required this month. The mechanics have undertaken four (4) repairs to Ipswich Waste Trucks, preparation of three (3) new lease vehicles, one (1) new tractor, undertaken quarterly crane inspections and quarterly test and tag.

Welding Crew:

This crew has carried out various repairs to council assets including parks, gardens and buildings around the region. It has also undertaken operational inspections on playground equipment, construction of Gallanani Bridge guard rail posts and flagpole operational inspections for Remembrance Day. This crew is continuing with repairs to Council plant as required.

Hire Plant:

Trucks, excavators, water trucks, rollers have been hired as needed. Council's bitumen contractor, SRS Roads have been on site completing new works as required. Reseals continue with a large amount of work completed around Toogoolawah area.

Background/Summary – Customer Service Requests (Debbie Chandler)

Council received 557 customer service requests for the month of November 2016. A copy of the report is attached for your information.

| Month | No of CSR's Received | For Comparison Month | No of CSR's Received |
|--------------|----------------------|----------------------|----------------------|
| Jul-16 | 462 | Jul-15 | 453 |
| Aug-16 | 529 | Aug-15 | 526 |
| Sept-16 | 590 | Sept-15 | 526 |
| Oct-16 | 541 | Oct-15 | 518 |
| Nov-16 | 557 | Nov-15 | 609 |
| Total | 2679 | Total | 2632 |

The top five requests received from customers were:

- Animal dog, miscellaneous – 96 (internal follow ups on unregistered dogs)
- Damaged wheelie bins – Esk area - 21
- Miscellaneous road maintenance issues - 19
- Dogs wandering at large - 19
- Livestock wandering at large - 18

Recommendation

THAT the report be received.

Decision:

Moved - Cr Hall

Seconded - Cr Gaedtke

“THAT the report be received.”

Carried

| | |
|------------------------|--|
| Subject: | Disposal of SES caravans - amended plant number |
| File Ref: | Officers report |
| Action Officer: | QAO / SES |

Background/Summary

At the meeting of Council on Wednesday 26 October 2016 it was resolved that "the two SES caravans (Plant 732 and Plant 306) be removed from Council's fleet and advertised for sale."

It has since been noted that the report on which this decision was made contained incorrect details in relation to the plant number for one of these items. Plant number #732 (a van disposed of previously) should have read #853, the caravan which had been used as a field kitchen.

On receipt of Council's resolution amending the plant details of the surplus caravans, Council workshop staff will proceed to prepare the two items of plant (#306 and #853) for disposal.

Attachments

Nil

Recommendation

THAT the two SES caravans (Plant 306 and Plant 853) be removed from Council's fleet and advertised for sale.

| | | |
|------------------|--|-----------------------|
| Decision: | Moved - Cr Ogg | Seconded - Cr Gaedtke |
| | "THAT the two SES caravans (Plant 306 and Plant 853) be removed from Council's fleet and advertised for sale." | |
| | <u>Carried</u> | |

| | |
|------------------------|---|
| Subject: | Community Assistance Grants - Somerset Excellence Bursary 2016 - 2017 - Caitlyn Jane Kunde - Doc Id 919382 |
| File Ref: | Community Relations - Sponsorships - Somerset Excellence Bursaries |
| Action Officer: | DHRCS |

Background/Summary

Council has received an application for financial assistance from Debra Kunde, on behalf of her daughter Caitlyn from Kilcoy. Caitlyn has been selected as a member of the Queensland Junior Eight Ball State Team and has been invited to attend the Australian Junior Eight Ball Championships being held in Darwin 14-22 January 2017.

This is the first occasion that Caitlyn has applied for a bursary.

This application is considered as part of the Community Assistance Grant Policy 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 Debra Kunde, on behalf of her daughter Caitlyn who has been selected as a member of the Queensland Junior Eight Ball State Team and has been invited to attend the Australian Junior Eight Ball Championships being held in Darwin 14-22 January 2017.

Decision:

Moved – Cr Gaedtke

Seconded - Cr Choat

“THAT Council approve the application as summarised in this report and grant a State Level Sporting Excellence grant of \$300 to Debra Kunde, on behalf of her daughter Caitlyn who has been selected as a member of the Queensland Junior Eight Ball State Team and has been invited to attend the Australian Junior Eight Ball Championships being held in Darwin 14-22 January 2017.”

Carried

| | |
|------------------------|--|
| Subject: | Community Assistance Grants 2016 - 17 Lowood RSL Sub Branch Inc Doc Id 924423 |
| File Ref: | Community Relations - Sponsorships - Donations |
| Action Officer: | DHRCS |

Background/Summary

Reimbursement of Council fees associated with DA14736 on Lot 1 RP 205360, 2819 Forest Hill Fernvale Road, Lowood.

| | | |
|---------------------------|-------------------|---------------------------------|
| Infrastructure Charges | \$3,980 | Rec No. 1039336 10 May 2016 |
| Plumbing Fees | \$ 995 | Rec No. 304065 21 April 2015 |
| Building Application Fees | \$1,687.50 | Rec No. 303440 05 December 2014 |
| Total | \$6,662.50 | |

| | |
|------------------------|-----------|
| Amount requested: | \$ 6,614 |
| Total cost of project: | \$488,000 |

Amount recommended to be granted: \$1,341.25 (50%) of Council Fees

Assessor's Summary

The group have provided a community and veteran welfare centre in the community and are seeking reimbursement of Council fees.

Council granted \$3,594.50 to the group in December 2014 being 50% reimbursement of Council planning fees during the initial stages of the project. The project is now complete and there are no Council fees outstanding.

The group are now seeking further reimbursement of other fees and charges associated with the project.

As per Council Policy, community assistance grants may be applied to payment of Council fees and charges on behalf of community organisations. Community assistance grant funds are not intended to be used to fund conditions of approval or infrastructure charges.

Infrastructure charges of \$17,811.80 were previously reduced to \$3,980 by Council and as

such cannot be considered in this application.

Attachments

Nil

Recommendation

THAT the application as summarised in this report be approved for funding and \$1,341.25 be reimbursed to Lowood RSL Sub Branch through the Community Assistance Grants budget allocation; plus GST if applicable, as reimbursement of 50% of Council plumbing and building application fees associated with DA14736 on Lot 1 RP 205360, 2819 Forest Hill Fernvale Road, Lowood.

| | | |
|------------------|--|--------------------|
| Decision: | Moved - Cr Ogg | Seconded - Cr Hall |
| | <p>“THAT the application as summarised in this report be approved for funding and \$1,341.25 be reimbursed to Lowood RSL Sub Branch through the Community Assistance Grants budget allocation; plus GST if applicable, as reimbursement of 50% of Council plumbing and building application fees associated with DA14736 on Lot 1 RP 205360, 2819 Forest Hill Fernvale Road, Lowood.”</p> <p style="text-align: right;"><u>Carried</u></p> | |

| | |
|------------------------|---|
| Subject: | Tourism Monthly Report - November 2016 |
| File Ref: | Tourism - Promotions |
| Action Officer: | Tourism Promotions Officer (TPO) |

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

VISITOR INFORMATION CENTRES

Sale of permits

The three visitor information centres manage the sales of boating permits (on behalf of Seqwater) and fishing permits (on behalf of DAFF).

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

| Seqwater Boating Permits | No Permits Sold | Gross Sales |
|--------------------------------|-----------------|-------------|
| Esk Visitor Information Centre | 5 | \$145 |
| Fernvale Futures Complex | 22 | \$680 |
| Kilcoy Information Centre | 23 | \$625 |

The online process does not allow Council to track the number of Stocked Impoundment Permit Scheme (fishing permits) sold or the dollar value of the sales each month.

Sale of Council merchandise:

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

| | Postcards | Magnets | Flood Books | Water Bottles | Gross sales |
|--------------|-----------|---------|-------------|---------------|-------------|
| Esk VIC | 5 | 3 | | | \$8 |
| Fernvale VIC | | | 2 | | \$50 |
| Kilcoy VIC | 3 | 1 | | 5 | \$44 |

Visitor Statistics

| | Total visitors | Local to Somerset | From the greater Brisbane area | All SEQ locations |
|--|----------------|-------------------|--------------------------------|-------------------|
| Esk VIC | 507 | 89 | 104 | 323 |
| Kilcoy VIC | 730 | 280 | 75 | 581 |
| Fernvale VIC | 567 | 241 | 165 | 484 |
| Somerset Regional Art Gallery - The Condensery | 215 | 60 | 76 | 186 |

Full breakdown of visitor statistics for each centre below.

Volunteers

- As at 14 November, there are 60 active volunteers across four centres.

Esk Visitor Information Centre

- There are 17 active volunteers. The double shift is slowly being introduced into 2017.
- VIC audit was completed in September. Feedback has been received from Visit Queensland about the outcome of this with a number of small amendments to be made and resubmitted.
- The Glen Rock Gallery displayed Jill Maxworthy, Matiese Jones and Susan Cory throughout November. The new exhibition for December is the Glen Rock Stitchers which is a range of hand crafted festive items.
- There were no bookings for the Glen Rock Gallery for November.

Kilcoy Information Centre

- There are 12 active volunteers. Four volunteers are on leave. Two volunteers are reducing their availability in the New Year.
- VIC audit was completed in September. Feedback has been received from Visit Queensland about the outcome of this with a number of small amendments to be made and resubmitted.
- VISO is obtaining quotes for a new brochure display system for the VIC.
- The Kilcoy State School used the meeting room to display the grade seven students projects on the 'What is in our water' theme. About 100 Kilcoy State school students visited the displays.
- The Blackbutt Historical Society visited the centre on 25 November for a guided tour and watched the Waste Not DVD in the theatre.

- Casual bookings at the Kilcoy Information Centre in November include –
 - Brisbane Valley - Kilcoy Landcare Meeting – Wednesday, 2 November
 - SEQ Catchments – Thursday, 3 November
 - Suncare – Tuesday, 8 November
 - Healthy Waterways Report Card Launch – Wednesday, 16 November
 - The Somerset Regional Art Gallery - The Condensery – Friends of the Gallery meeting- Thursday, 17 November
 - SEQ Catchments – Monday, 21 November
 - Kilcoy State High School - Friday, 25 November
 - Community Share Meal – Tuesday, 29 November

Fernvale Visitor Information Centre

- There are 20 active volunteers.
- VIC audit was completed in September. Feedback has been received from Visit Queensland about the outcome of this with a number of small amendments to be made and resubmitted.
- All standard hirers at Fernvale Futures and FCH / FSH.

Somerset Regional Art Gallery -The Condensery

- There are 13 active volunteers. Two new volunteers started in October and two have resigned.
- The gallery will be closed from 5 – 9 December for the installation of the Kilcoy Art Society Inc exhibition. This official opening will be held in conjunction with the business networking event on Friday, 9 December 2016.

Tourism Team

The November tourism team meeting was cancelled. The next meeting will be held on Thursday, 15 December.

REGIONAL VISITOR GUIDE

Work towards the 2017 Somerset Regional Visitor Guide was finalised in November with the official launch of the guide scheduled for Friday, 9 December 2016.

The 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. These will again be stored and distributed via Link Logic from their facility at Eagle Farm.

TRADE SHOWS

There were no trade shows attended during November 2016. Planning has commenced for the 2017 trade shows including the purchasing of tote bags etc.

EVENTS

International Volunteers Day

Council celebrated the valuable contribution volunteers make to the Somerset community through International Volunteer Day events. Volunteers were treated to a matinee movie screening at Toogoolawah and Kilcoy on Saturday, 3 December 2016.

Australia Day 2017

Organisation of the event is continuing and will be held at the Somerset Civic Centre on 26 January 2017.

Somerset Regional Art Gallery – The Condensery event

Planning for the business networking event for Friday, 9 December continued throughout November. This event will include the launch of the 2017 regional visitor guide.

PROMOTIONS**Tourism Video**

Work is progressing on the clip with additional footage, as requested, being obtained before another draft is presented to Council for review.

Brisbane Marketing

Planning towards the 2016/17 Brisbane Marketing campaign has commenced. The push from TPO to Brisbane Marketing and the other greater Brisbane regions is to develop a program that has more focus on increasing the capacity of our local operators as opposed to the campaigns being run in recent years. A meeting will be held with the Brisbane Marketing team to develop the strategy.

The TDDI program for 2016/17 is the Integrating and Managing Social Media (Instagram, Facebook, Twitter, TripAdvisor) project alongside Lockyer Valley and Ipswich Councils.

The structure of this program is based on one half day workshop in the region with basic instruction in social media platforms (we can help develop this based on our understanding of the operator needs – the presenter can prepare a basic / intermediate / advanced workshop to suit the audience). Following this will be one-on-one mentoring (1.5 hours each) at the operators business – or mutually convenient location. This often involves helping operators set up Facebook/Instagram etc accounts to get them active on social media platforms. Based on the funding secured, we can host up to 42 people at the workshop and 12 operators can access the one-on-one mentoring. The project is scheduled to start in February 2017 with the initial workshop with mentoring to follow.

RV Friendly Towns

The application that was submitted for Fernvale has been approved and signage has arrived.

An application has been submitted for Toogoolawah although there are several issues that the team are working through including the Long Term Parking (for self-contained vehicles) and issue around the dump point having a fee for use.

Social Media: Facebook

Current page likes as at Monday, 5 December: 1605

| Date | Page Visits | Page likes | Total Reach | People Engaged | Total Page Likes |
|----------------|-------------|------------|-------------|----------------|------------------|
| 1-7 November | 26 | 4 | 2068 | 151 | 1602 |
| 6– 13 November | 78 | 0 | 2247 | 167 | 1602 |
| 13-20 November | 68 | 3 | 2853 | 298 | 1602 |
| 20-27 November | 74 | 2 | 2874 | 262 | 1604 |
| 27 Nov - 4 Dec | 84 | 1 | 2769 | 222 | 1605 |

Social Media: Instagram

Current followers as at Monday, 4 December: 388
 Current posts as at Monday, 4 December: 326

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.

Attachments

Nil

Recommendations

THAT the report be received and the contents noted.

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

| | |
|------------------------|---|
| Subject: | Queensland Urban Utilities - Board Member Appointments |
| File Ref: | Government relations - utilities departments liaison - 2016 - 2017 - QUU - Queensland Urban Utilities [Doc 924068] |
| Action Officer: | CEO |

Background/Summary

Queensland Urban Utilities (QUU) is a statutory authority created on 1 July 2010 as a result of Queensland Government legislative change.

QUU provides water and sewerage services for customers in the local government areas of Brisbane City Council, Ipswich City Council, Lockyer Valley Regional Council, Somerset Regional Council and Scenic Rim Regional Council. These five local governments are shareholders of QUU and are described in QUU's enabling legislation as being QUU's Participants.

At the time of its formation QUU and its Participants entered into a Participation Agreement which regulates the relationship between QUU and its Participants.

QUU is governed by an independent Board appointed by its Participants.

The Participation Agreement provides that a special majority of participants may appoint any person as a Board Member by signing a document stating that they are in favour of the

appointment of the Board Member.

At a special meeting of Participants held in Brisbane on 15 August 2016 the Participants unanimously agreed a process for future appointments to the Board of QUU (Board Member Appointment Process).

As required by the Board Appointment Process the Lord Mayor of Brisbane City Council and the Mayors of Ipswich City Council, Lockyer Valley Regional Council, Scenic Rim Regional Council and Somerset Regional Council met with the Chairman of the QUU Board, in Brisbane on Friday 18 November 2016, to discuss appointments and reappointments to the QUU Board for the financial years commencing both 1 July 2017 and 1 July 2018.

The Chairman of the QUU Board had previously informed the Lord Mayor and Mayors that:

- a. Existing Board member Diana Eilert has advised that she wishes to retire from the Board when her current term expires on 1 July 2017; and
- b. Existing Board members Dennis Cavagna and Phil Kesby are willing to be appointed for a further term when their current terms expire on 1 July 2017.

After considering the briefing material previously provided by the Chairman of QUU and then discussing this matter, the Lord Mayor and Mayors unanimously agreed to the following reappointments and appointments:

- a. The reappointment of Mr Dennis Cavagna as a Board member of Queensland Urban Utilities, effective from 1 July 2017, for an additional term of twelve (12) months.
- b. The reappointment of Mr Phil Kesby as a Board member of Queensland Urban Utilities, effective from 1 July 2017, for an additional term of twelve (12) months.
- c. The appointment of Ms Bronwyn Morris as a new Board member of Queensland Urban Utilities, effective from 1 July 2017, for a term of three (3) years.
- d. The appointment of Mr Bruce Leslie as a new Board member of Queensland Urban Utilities, effective from 1 July 2018, for a term of three (3) years.
- e. The appointment of Ms Julie-Anne Schafer as a new Board member of the Authority, effective from 1 July 2018, for a term of three (3) years.

Council is requested to endorse the appointments agreed by the Lord Mayor and Mayors at the meeting held on 18 November 2016.

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

THAT –

- a. Mr Dennis Cavagna be reappointed as a Board member of the Authority, effective from 1 July 2017, for an additional term of twelve (12) months.
- b. Mr Phil Kesby be reappointed as a Board member of the Authority, effective from 1 July 2017, for an additional term of twelve (12) months.
- c. Ms Bronwyn Morris be appointed as a new Board member of the Authority, effective from 1 July 2017, for a term of three (3) years.

- d. Mr Bruce Leslie be appointed as a new Board member of the Authority, effective from 1 July 2018, for a term of three (3) years.
- e. Ms Julie-Anne Schafer be appointed as a new Board member of the Authority, effective from 1 July 2018, for a term of three (3) years.
- f. Robert Bain (Chief Executive Officer of Somerset Regional Council) is delegated to execute the Instrument of Appointment annexed to this Resolution.

Decision:

Moved - Cr Whalley

Seconded - Cr Hall

"THAT –

- a. Mr Dennis Cavagna be reappointed as a Board member of the Authority, effective from 1 July 2017, for an additional term of twelve (12) months.
- b. Mr Phil Kesby be reappointed as a Board member of the Authority, effective from 1 July 2017, for an additional term of twelve (12) months.
- c. Ms Bronwyn Morris be appointed as a new Board member of the Authority, effective from 1 July 2017, for a term of three (3) years.
- d. Mr Bruce Leslie be appointed as a new Board member of the Authority, effective from 1 July 2018, for a term of three (3) years.
- e. Ms Julie-Anne Schafer be appointed as a new Board member of the Authority, effective from 1 July 2018, for a term of three (3) years.
- f. Robert Bain (Chief Executive Officer of Somerset Regional Council) is delegated to execute the Instrument of Appointment annexed to this Resolution."

Carried**Meetings authorised by Council**

Nil

Mayor's and Councillors' Reports**Cr Brieschke – Councillor's Reports**

Cr Brieschke presented a report of her activities as follows –

- 23 November 2016 Focus on Tourism presentation by Somerset Business Alliance, Cormorant Bay.
- 24 November 2016 Mobile Hub, Linville and Moore
- 25 November 2016 Meeting with residents

| | |
|------------------|--|
| 28 November 2016 | Somerset Regional Community Support Association, AGM, Esk |
| 29 November 2016 | Somerset Community Reference Group |
| 30 November 2016 | Somerset Condensery Art Gallery Advisory Committee meeting. |
| 2 December 2016 | Esk State School, Special Musical Parade. |
| 3 December 2016 | Carols in the Park, Toogoolawah |
| 6 December 2016 | Volunteers Day at Toogoolawah Pictures (in volunteer role) |
| 7 December 2016 | Meeting with resident |
| 9 December 2016 | LGAQ Training, Brisbane |
| 10 November 2016 | Condensery Art Gallery First Anniversary evening and opening of Kilcoy Art Society Exhibition. |
| 14 November 2016 | Toogoolawah Railway Markets |
| | Toogoolawah Christmas Tree Carnival. |
| | Meeting with resident |

I would like to congratulate members of Kilcoy Art Society on the opening of their Exhibition that will carry through to the New Year and also thank Council staff for presenting an enjoyable First Anniversary evening for The Condensery and launch of the new Somerset Regional Council Visitor Guide which was well received.

I would like to wish my fellow Councillor's and all Council staff a Safe and Merry Christmas and Safe and Prosperous New Year.

Cr Choat – Councillor's Report

Cr Choat presented a report of his activities as follows –

Meeting with Somerset High Schools and Council Management re Student Resilience reporting 08/12/2016.

Launch of the 2017 Somerset Region Tourism Guide Friday 09/12/2016

The launch of the Somerset Region Tourism Guide launch held at the Condensery Gallery Toogoolawah. The event was very well attended by the Somerset business community and a number of very talented local artists had their pieces on show.

Nicky and I very much enjoyed this event which showcased Somerset and the potential of the Condensery for civil receptions and events.

Brisbane Valley Rattlers promotion day 10/12/2016

I was pleased to attend Fernvale Sports Park to see the Brisbane Valley Rattlers working with local parents and children to encourage participation in the sport and in the new club. The grounds are coming along well and I am sure the club will grow and prosper.

Glamorgan Vale P&C Annual Break-up BBQ 11/12/2016

My family and I attended the annual barbecue which was held at the Lowood pool. The Glamorgan Vale P&C is a tight-knit group dedicated to the benefit of the school and its students. Congratulations to Frank and his team for another great year.

Valley of the lakes Garden Club Tuesday 13/12/2016

I was so impressed by the effort the club makes for its members and to showcase all that is gardening in the Somerset Region. They have had a tremendous year and are fast becoming Somerset's most industrious club.

Somerset Tourism Volunteers day Tuesday 13/12.2016

Very pleased to attend this event recognising the great work of our Somerset volunteers

work hard to provide strong representation and a welcoming spirit to visitors to Somerset's various information centres. I am always impressed by the warm and friendly spirit extended by all of our great volunteers.

Lions Fernvale Party Tuesday 13/12.2016

Nicky and I were made to feel most welcome by the Fernvale Lions at their annual Christmas dinner. Roland and his team continue to work tirelessly to support our community and I am impressed thoroughly by the progress they have made on their Lions precinct at Clive Street.

The restoration of the Church and Hall are an important heritage contribution to Fernvale.

Lockyer Valley Kennel Club information night 15/12/2016

I was invited to a meeting of Lockyer Valley Kennel Club Members to discuss Council's proposed amended local laws as they relate to the keeping of dogs. It was a very well-attended meeting and I congratulate Allan-John Knight and his members for their positive approach to the new laws which I am sure will only benefit the Somerset as an inclusive community.

Esk Races 17/12/2016

Nicky and I had a wonderful day at the Esk Races enjoying the company of many locals and visitors to the region. Some sterling entrants into 'Fashions of the Field' well done ladies! Congratulations to the Esk Jockey Club for their efforts in 2016 and I look forward to more success in 2017.

Lowood Slimmers Christmas Dinner 17/12/2016

The Lowood Slimmers are undoubtedly Somerset's premier fundraisers and I am so proud to be associated with the group who do so much to motivate locals to achieve their weight loss goals and to raise funds for national and local causes. Congratulations and thank you to Bev Lynch and her fantastic team of Slimmers.

Meeting with Gregors Creek Residents 19/12/2016

Met with Gregors Creek residents to discuss their concerns about impacts of development on the upper reaches of the Brisbane River. They are very passionate and act as great stewards for this important natural asset.

Fernvale Community Association Meeting 20/12/16

The Fernvale Community Association held their annual Christmas dinner which doubled as a meeting. I am very impressed by Julia Counce and her close-knit of community-minded locals. I look forward to even more great initiatives in 2017.

Lowood Community Action Group Meeting 21/12/2016

The Lowood Community Action Group is dedicated to helping others in the local Lowood area and surrounds. Joy and her team have done much for the needy in the district and that continues right up until Christmas when they will make hampers of Christmas food available for needy households in the area.

Congratulations and thanks to the committee for their care and hard work in 2016.

Cr Gaedtke – Councillor's Report

26 November
08 December

Glamorgan Vale Christmas Carnival
On-site Inspection of Development Application & existing operations

| | |
|-------------|--|
| 09 December | Somerset Regional Art Gallery “The Condensery” Business Networking Night and Launch of 2017 Tourism Brochure |
| 10 December | Kilcoy at the Hall – Children’s Christmas Show |
| 13 December | Somerset Tourism Volunteers Day – Kilcoy Visitor Information Centre |
| 13 December | Meeting with Local Residents, Shayne Neumann (MP) and Susan Lamb (MP) - “Bangladeshi Boys” (Current Status) |
| 13 December | Fernvale Lions Club Christmas Dinner – Glamorgan Vale |
| 13 December | Viewing of Christmas Lights – Beatties Christmas Lights – Glamorgan Vale |
| 14 December | Lowood Community Centre – Launch of Lowood Hub Service |
| 14 December | WISE December Christmas Catch-up – Esk |

Community Held Events

Congratulations to Glamorgan Vale Community Hall Committee for holding such a well organised and supported Christmas Carnival, also to the Fernvale Lions Club for holding a fun filled Christmas Dinner evening, with great raffle prizes. Held on a warm day, the Launch of the Lowood Hub Service was well supported by residents and their families. I also attended community events during this period that unfortunately were very poorly attended. There is always a great deal of work carried out by volunteers and/or staff to support these events, and although the volunteers never appear to be deterred by this occurrence, it is disappointing to witness this outcome. The business networking night and launch of the 2107 tourism brochure held at The Condensery, Toogoolawah provided guests with a very relaxing and welcoming atmosphere. It was lovely to catch up with business owners on the night.

Somerset Tourism Volunteers Day

It was encouraging to see so many local tourism operators who took part in the celebrations by providing information stalls at the Kilcoy Visitor Information Centre. There were many tourism volunteers who enjoyed the interaction, a lovely lunch and the movie “Florence Foster Jenkins”, an inspirational true story of a New York heiress.

Beatties Christmas Lights

I must congratulate the Beatties for the fantastic display of Christmas lights. Mr Beattie explained that he has around 400,000 lights in this jaw dropping display.

Bangladeshi Boys

A group of concerned Kilcoy residents organised a meeting with Shayne Neumann (MP for Blair) and Susan Lamb (MP for Longman) to discuss the current status of the sixteen “Bangladeshi Boys” of Kilcoy. MP Shayne Neumann conceded that this matter is a Federal Government issue, and offered his assistance to the sixteen young men and their current issues.

Women in Somerset Enterprises (WISE) December Christmas Catch-up

I was impressed with the calibre of the membership of this group of passionate business women. This informal group offers support and encouragement to business women based in the Somerset region and meets monthly. Well done to these women who show leadership, courage and skills necessary to start their own business in today’s tough economic times.

Farewell to Somerset Regional Council Staff

It’s a bitter sweet moment when saying farewell to valued staff members, however all staff are wished the very best with future endeavours and their chosen career path. On this occasion, I would like to acknowledge and share words of wisdom from one young staff member advancing their career and moving on, “I have learnt a lot during my time with

Council – The most important thing I've learnt is that difficult customers just want someone to listen to them", with this attitude, I think this young employee will do well in the future.

Local Government Association of Queensland (LGAQ) News of Interest

- The LGAQ has applauded the Crime and Corruption Commission for its recommendation that publicising allegations of corruption against candidates during local government elections should be prohibited. The Association has argued strongly for the measure, which it said would help eliminate smear campaigns and mud-slinging during election periods. LGAQ CEO Greg Hallam congratulated the Crime and Corruption Commission for recognising that allegations against candidates should not be manipulated for electoral gain.
- A \$200 million funding package announced by the Palaszczuk Government as part of its Mid-Year Fiscal and Economic Review is set to support local councils undertaking job-creating, maintenance or minor infrastructure projects in regional Queensland. The LGAQ has welcomed the announcement, saying it was delighted that the State had listened to its appeal to establish the program in response to high levels of unemployment currently being experienced by many Queensland communities. The funds made available under the State Infrastructure initiative will focus on communities in need outside of South East Queensland.
- The Works for Queensland program, combined with funding measures announced in the 2016 State Budget has meant that the LGAQ has been successful in securing an additional \$400 million in funds for Queensland councils this year.
- LGAQ also managed to hand back insurance premiums to members amounting to one million dollars more in 2016 than we took in membership subscriptions.
- The reviews into the local government elections and councillor complaints system will help deliver some important reforms in the new year.

State Government News of Interest

- Treasurer Curtis Pitt says the expected surplus for the 2016-17 State Budget has been revised upwards to more than \$2 billion – up from the \$867 million estimated in June at the time of this year's State Budget. Releasing the state's improved economic position at the 2016-17 Mid-Year Fiscal and Economic Review, Mr Pitt said the \$2.026 billion surplus was the largest net operating surplus since 2005-06 and followed the recent upward revision of the 2015-16 surplus from \$152 million to \$970 million.
- Scientists have begun attaching satellite tracking devices to little red flying-foxes in Lissner Park at Charters Towers to track their movements throughout the year. Environment Minister Steven Miles said the monitoring project was part of a \$2.7 million investment over three years by the Queensland Government to help councils improve management of flying-fox roosts in urban areas. "The Department of Environment and Heritage Protection has engaged CSIRO scientists to track the little red flying-foxes from Charters Towers as they move across the state in search of flowering tree species, Dr Miles said. "We want to know where they go, what factors are driving their behaviour and what influences their roosting preferences. "The intention is to gather factual, science-based evidence which will provide practical assistance to councils as they carry out their responsibilities to manage urban flying-fox roosts."
- Dr Miles has also advised that a \$1.8 million breeding program to boost healthy koalas' genes has commenced at Dreamworld. Dreamworld and University of Queensland are developing a living genome bank that could be used to improve the health of small, fragmented wild koala populations.

Mayor Graeme Lehmann – Mayor's Report

The Mayor presented a report of his activities from 23 November to 22 December 2016 as follows –

| | | |
|-------------------------------|---------|---|
| Wednesday 23 November 2016 | 6pm | Somerset Regional Business Alliance information evening at Cormorant Bay Cafe. |
| Thursday 24 November 2016 | 10am | Media Op with Regional Development Australia at Esk |
| | 7pm | Lowood Ambulance Committee meeting. |
| Friday 25 November 2016 | 10.30am | Somerset Regional Community Support Association AGM at Julies at the Rectory |
| | 4.30pm | Minden School Christmas Carnival |
| Saturday 26 November 2016 | 5pm | Glamorganvale Christmas Carnival |
| Sunday 27 November 2016 | 12 noon | Open Mic function at the Bottle Tree Hotel, Glamorgan Vale. |
| Monday 28 November 2016 | 2.15pm | UQ Darbalara Beef Cattle Teaching Facility opening at Laidley Forest Hill Road. |
| Wednesday 30 November 2016 | 9am | Esk State School music parade |
| | 4pm | Gatton Star Town Proud prize draw at Esk office |
| | 6.30pm | Toogoolawah State School Awards Night at Toogoolawah |
| Thursday 1 December 2016 | 10am | <i>Welcome to Somerset</i> workshop presentation, Sim Lord Room, Esk |
| | 1pm | Teleconference with Ryan Williams re NBN |
| | 2pm | <i>Welcome to Somerset</i> workshop Kilcoy Visitor Information Centre |
| | 4.30pm | Lowood State School award presentation night |
| Friday 2 December 2016 | 9am | Prenzlau School awards presentation |
| | 5pm | Prenzlau School Christmas concert |
| Saturday 3 December 2016 | 9.30am | International Volunteers Day event, Toogoolawah Pictures, Alexandra Hall |
| | 5pm | Fernvale Lions Christmas function at Col Powell Reserve |

| | | |
|-------------------------------|---------|--|
| Sunday 4 December 2016 | 9am | Coolana Lutheran Church Anniversary plaque dedication |
| | 2pm | Esk Choir Christmas Concert, Somerset Civic Centre |
| Monday 5 December 2016 | 7pm | Lowood Lions Club meeting |
| Tuesday 6 December 2016 | 11am | Esk Kindy Christmas Concert |
| | 1pm | District Disaster Management Group meeting at Fernvale Futures |
| | 6pm | Bendigo Christmas celebrations at Lowood Golf Club |
| Wednesday 7 December 2016 | 9am | Council meeting |
| | 3pm | Meeting with local property owners re changes to the Vegetation Management Plan for Somerset |
| | 6.30pm | Mt Kilcoy State School awards at Mt Kilcoy Hall |
| Thursday 8 December 2016 | 11am | Met with high school representatives regarding proposed secondary school initiatives |
| | 2pm | Phipps poultry farm inspection council officers and councillors |
| Friday 9 December 2016 | 6pm | Toogoolawah Condensery business networking event |
| Saturday 10 December 2016 | 9.30am | Toogoolawah Markets and presented Welcome to Somerset volunteer certificates |
| | 11.30am | Attended RSL Christmas lunch at Lowood |
| Sunday 11 December 2016 | 12 noon | Participated in the Open Mic Christmas event at Somerset Civic Centre |
| Tuesday 13 December 2016 | 10am | Attended Somerset Tourism volunteers day at Kilcoy |
| | 6.30pm | Attended Fernvale Lions Christmas break-up at Bottle Tree Hotel Glamorgan Vale |
| Wednesday 14 December 2016 | 10am | Met with representative from Fernvale After Care regarding sewerage issues with DOPER |
| | 3pm | Mercy Community Services Lowood launch at Peace Street, Lowood – cooked BBQ with Cr Hall |

| | | |
|-------------------------------|--------|---|
| Thursday 15 December 2016 | 10am | Leukaemia Foundation Christmas lunch and meeting at Porters Plainland and presented cheque from the Somerset Open Mic event |
| | 6.30pm | Somerset Wivenhoe Fish Stocking Association break-up at Coominya Hotel |
| Friday 16 December 2016 | 11am | Attended Able Australia Christmas function at Lowood Golf Club |
| Saturday 17 December 2016 | 11am | Toogoolawah Men's Shed Christmas break-up at Toogoolawah |
| | 6pm | Esk Carols at Pipeliner Park, Esk |
| Sunday 18 December 2016 | 3pm | Attended Lowood Lions Christmas break-up at Kev Larsen's home at Fernvale |
| | 6.30pm | Attended Lowood Lutheran Christmas Carols evening |
| Tuesday 20 December 2016 | 10am | Met with Somerset Environmental and Educational Group at Jensen's Swamp |
| Wednesday 21 December 2016 | 7pm | Prenzlau Rural Fire Brigade meeting. |
| Thursday 22 December 2016 | 9am | Somerset Regional Council final meeting for 2016 |

| | | |
|------------------|--|-----------------------|
| Decision: | Moved - Cr Choat | Seconded - Cr Whalley |
| | "THAT the verbal and written reports of the Mayor and Crs Gaedtke, Brieschke and Choat 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

Nil

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| Closure of Meeting |
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| Summary | There being no further business, the Mayor, Cr Graeme Lehmann closed the meeting at 10.35am. |
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