



**Minutes of Ordinary Meeting  
Held 11 January 2017**

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

**Present**

Cr G D Lehmann	(Mayor)
Cr D Hall	(Deputy Mayor)
Cr H Brieschke	(Councillor)
Cr S Choat	(Councillor)
Cr C Gaedtke	(Councillor)
Cr M Ogg	(Councillor)
Cr B Whalley	(Councillor)
Mr R Bain	(Chief Executive Officer)
Mr C Payne	(Director Corporate and Community Services)
Mr A Johnson	(Works Manager)
Mr B Sully	(Director Planning and Development)
Mr G Smith	(Director Finance)
Ms M Maesele	(Communications and Marketing Manager)
Mrs S Pitkin	(Minute Secretary)

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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 Whalley

Seconded – Cr Brieschke

“THAT the Minutes of the Ordinary Meeting held on Thursday 22 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 Choat – Matters of Public Interest**

Following a number of reported drownings over the Christmas period, Cr Choat encouraged all parents and grandparents to take their children to swimming lessons to ensure their safety during this summer season.

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

**Background/Summary**

In delivering on the Themes identified in Council's current Operational Plan, it is with pleasure that we submit a synopsis of the Sections' activities during the month of December 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 planning officer Robert Gardner left the organisation and the replacement process has been initiated.

**Planning Development Applications**

During the month (16) Development Applications were received, above the number of

applications during the same month in the previous year. Details form part of the attachments.

### Building Development Approvals

A total of fifty-one (51) building approvals were issued in the region for November 2016. This is up on the October total of thirty-five (35). The percentage of 'Council approved' building applications is 33.3% of all building approvals for the month of November 2016.

### Plumbing Compliance Permits and Inspections

The number of plumbing and drainage approvals for December 2016 was 17; this figure is a 41.66% increase on the figure of 12 for December 2015.

The number of treatment plants on Councils register is 1690 of which 52 or 3.07% 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.

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

<b>Subject:</b>	<b>Draft South East Queensland Regional Plan - Shaping SEQ</b>
<b>File Ref:</b>	<b>Government relations - submissions - Submissions</b>
<b>Action Officer:</b>	<b>DPAD</b>

#### Background/Summary

The State government released the consultation draft of the latest South East Queensland Regional Plan (SEQRP), ShapingSEQ, on 20 October 2016 with the community consultation period running until 03 March 2017.

As the Council may be aware, a review of the SEQRP 2009-2031 was initiated under the former government and this represents the culmination of the review process undertaken as part of broader planning reform – including the commencement of the *Planning Act 2016* on 03 July 2017.

### Changes affecting Somerset

The new draft essentially outlines a 50 year vision for the SEQ region, out to 2066, but the statutory components of the draft plan will run for a 25 year period to 2041. Altogether, the draft plan does not significantly alter the regulatory framework for development in the Somerset region, and a summary of key aspects concerning the region is provided below:

- Projected population within Somerset by 2041 (medium series ABS projections) of 38,000, an increase of 14,000 over the 2015 estimated resident population of 24,000 (58% increase);
- Previously an additional 6,500 dwellings were to be built within the Somerset region by 2031, new target in ShapingSEQ is 7,100 by 2041<sup>1</sup>;
- Still no infill targets, increase to be 100% greenfield (previously undeveloped land);
- Still no mandatory density targets;
- Glamorganvale has been included as a potential future growth area for consideration beyond 2041;
- Only change to Somerset urban footprints is a small increase in Toogoolawah;
- Esk, Fernvale and Kilcoy retain their designations as major rural activity centres;
- Minimum lot size of 100 hectares outside of urban footprint areas retained.

While the nature of the changes as far as the Somerset region is concerned are minor, there are some matters which the Council may consider raising in a submission. These are outlined below.

1. Council has, in recent years, received feedback from multiple service providers and community members that social infrastructure, in the form of government services for disadvantaged residents, in the southern end of the region has not kept pace with the population growth which has occurred over the last decade. While it is acknowledged that there are limitations to the financial capacity of the State to fund services in areas of low population density, and while there have been improvements to services such as the Lowood police station, there has been little in the way of expanded or improved government services in the south of the region. This is despite an increase in population of around 4,015 (2.5%) between 2001 and 2015<sup>2</sup> and the fact that Fernvale has been identified as a major rural activity centre since the first draft of the regional plan in 2004. In order to better achieve the outcomes sought in Strategy 2 of Element 5: Health and wellbeing and Strategy 3 of Element 6: Fair of the plan's Sustain goal, Council may wish to consider asking the State for increased commitment to the provision of social infrastructure in the Fernvale major rural activity centre.
2. The draft plan appears to include a modest increase in the amount of Rural Living Area in Plainland, as well as the addition of a small area of Urban Footprint. Council has previously raised concerns with the State concerning the expansion of residential and commercial development in Plainland, particularly the likely detrimental effects such expansion will have on the regional plan's long-established centres hierarchy. These additions represent an ability to further expand urban development in Plainland, and appear to be indicative of the area's incremental evolution into a major rural activity centre – which will come primarily at the expense of the existing nearby centres of Laidley and Fernvale.

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<sup>1</sup> Between 2011-2016 around 1,600 new dwellings were built in Somerset, representing 24% of the 2031 target (State of Queensland (Department of Infrastructure, Local Government and Planning) 2016, *ShapingSEQ*)

<sup>2</sup> State of Queensland (Queensland Treasury) 2016, *Queensland Regional Profiles – Time Series Profile – Lowood Statistical Area Level 2*

3. The Toogoolawah urban footprint has been left off of the Western Sub-Region map on page 107, and needs to be added. On a positive note, the minor expansion to the Urban Footprint in the northwest will help ensure a viable supply of land for the next 25 years.
4. The inclusion of Glamorganvale as a Potential Future Growth Area for consideration beyond 2041 is welcome and consistent with Council's long term planning intentions expressed in its current planning scheme.
5. The retention of a 100 hectare minimum lot size for subdivisions outside of the Urban Footprint is also welcome, as it guarantees the viability of a diversified and expanded rural economy will not be jeopardised by a proliferation of smaller properties and the subsequent land use conflicts that have been consistently experienced in areas heavily subdivided before 2004.

<b>Attachments</b>
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Nil

<b>Recommendation</b>
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THAT Council make a submission regarding the draft regional plan outlining the areas where Council has concerns, and those areas which Council supports.

<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Gaedtke
	"THAT this matter be deferred for discussion until after the 8 February 2017."	
	<u>Carried</u>	

<b>Subject:</b>	<b>Development Application No 12792 - Request to Extend Period of Approval</b>
<b>File No:</b>	<b>DA12792</b>
<b>Assessment No:</b>	<b>02345-00000-000</b>
<b>Action Officer:</b>	<b>PO – MJ</b>

**Subject Land**

Location	198 Banks Creek Road, Fernvale
Real Property Description	Lot 198 on SP237279

**Current land use approval:** Vacant land

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

Zone	Town Zone
Precinct	Park Residential

**SEQ Regional Plan 2009-2031**

Designation	Urban Footprint
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**Application**

Level of initial assessment	Code
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**Applicant**

Who is making the request?	David and Leandra Toft
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38 Eurambeen Close  
Karana Downs QLD 4306

### Referrals

Concurrence

Department of Transport and Main Roads (now identified as Department of Infrastructure, Local Government and Planning)

Advice

Nil

Third party advice agency

Central SEQ Distribution – Retailer Authority (QUU)  
Seqwater

### Attachments

1. Proposal Plan – Reference No. 11121 Drawing No. P31-01b – prepared by Baird and Hayes Surveyors – dated 18 October 2012
2. Department of Infrastructure, Local Government and Planning concurrence agency response – Reference No. SPD-1116-032330 – dated 4 January 2017

### RECOMMENDED DECISION

THAT Council approve the request to extend the Relevant Period for Development Application No 12792 for a Development Permit for a Reconfiguration of a Lot (one into 55 lots and drainage reserves) on land described as Lot 198 on SP237279 situated along 198 Banks Creek Road, Fernvale subject to an extended four year period up to and including 30 April 2021; and subject to the requirements and conditions contained in the Schedules and Attachments of Council's Negotiated Decision Notice dated 30 April 2013;

#### 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 by subdividing one lot into 55 lots, approved by Council on 24 April 2013. The approval relates to land described as Lot 198 on SP237279 situated at 198 Banks Creek Road, Fernvale.

The applicant requests an extension of four years to allow sufficient time for prospective buyers to perform research, investigations or any progress work. The development has been delayed due to the economic downturn and associated impacts on the property market.

#### 2.0 REFERRAL

The Department of Transport and Main Roads (DTMR) were a concurrence agency for the original application, the Department of Infrastructure, Local Government and Planning (DILGP) now provide referral agency advice on behalf of DTMR. As such, advice was sought from DILGP on the proposed extension to the period of approval, DILGP have advised that they have no objection to the proposal.

#### 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.

The application was originally approved on 28 November 2012 for the creation of 55 residential lots and four lots to be dedicated for drainage purposes over Lot 198 on SP237279. Representations were made regarding the decision and subsequently a Negotiated Decision Notice was issued on 30 April 2013.

Infrastructure charges notices were issued as part of the negotiated decision notice for all relevant services (water, sewerage, stormwater and parks and open space). The charge amounts identified on the notices are not consistent with Council's Infrastructure Charges Resolution (No. 2) 2016, however the notices do identify that inflation applies and the correct charge rate will be identified at the time of payment. As such, it is not considered an issue that the charge amount on the notices is not consistent with the current charges payable.

The land has been included in the Park Residential Precinct of the General Residential Zone in the new Somerset Region Planning Scheme. The predominant difference between the former Esk Shire's Planning Scheme and the new planning scheme in relation to this proposal is that the minimum lot size has increased across the park residential precinct to 4,000m<sup>2</sup>. Historically Council has allowed subdivision of land below the 4,000m<sup>2</sup> where the applicant could connect to the reticulated sewerage network, despite the minimum area being below 4,000m<sup>2</sup>. In this case the proposed development involves a range of lot sizes from 2,000m<sup>2</sup> to 26,145m<sup>2</sup> due to the topography of the site.

There are a number of developments within the Fernvale area that have been approved under the former Esk Shire's Planning Scheme with lot sizes below 4,000m<sup>2</sup> where connection to the reticulated sewerage network is provided. Given the size and scale of the development, it is considered appropriate to allow the applicant's an additional four (4) years to undertake the development.

### **Public Notification**

The level of assessment of the initial application involved Code Assessment. Public Notification does not form part of Code Assessable applications. The level of assessment would not alter should a fresh application be made for reconfiguration of the land under the current planning regulations.

### **3<sup>rd</sup> Party Advice Agencies – Seqwater and Central SEQ Distribution – Retailer Authority (QUU)**

Seqwater and Central SEQ Distribution – Retailer Authority (QUU) initially assessed this application as 3<sup>rd</sup> party advice agencies and recommended conditions to be included should Council support the proposed development. Council on behalf of Seqwater and Central SEQ Distribution – Retailer Authority (QUU) included the Department's recommended



conditions in the approval of development application DA12792.

### RECOMMENDED DECISION

THAT Council approve the request to extend the Relevant Period for Development Application No. DA12792 for a Development Permit for a Reconfiguration of a Lot (1 into 55 lots and drainage reserves) on land described as Lot 198 on SP237279 situated along 198 Banks Creek Road, Fernvale subject to an extended four year period up to and including 30 April 2021 and subject to the requirements and conditions contained in the Schedules and Attachments of Council's Negotiated Decision Notice dated 30 April 2013.

<b>Decision:</b>	Moved - Cr Whalley	Seconded - Cr Ogg
<p>"THAT Council approve the request to extend the Relevant Period for Development Application No 12792 for a Development Permit for a Reconfiguration of a Lot (1 into 55 lots and drainage reserves) on land described as Lot 198 on SP237279 situated along 198 Banks Creek Road, Fernvale subject to an extended four year period up to and including 30 April 2021 and subject to the requirements and conditions contained in the Schedules and Attachments of Council's Negotiated Decision Notice dated 30 April 2013."</p> <p style="text-align: right;"><u>Carried</u></p>		

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

### Background/Summary

#### Financial reports

Monthly financial reports for the period 1 July 2016 to 23 December 2016 are attached in accordance with section 204 of the Local Government Regulation 2012 including comments in respect of performance against budget.

Expenditure on restoration of assets damaged in the 2015 floods exceeds budget. Additional disaster relief grant claims have been lodged in respect of this expenditure.

#### Grants

Council officers are working on grant applications under the following Australian Government programs:

- Bridges Renewal Programme round 3 (various projects)
- Building Better Regions Fund (Brisbane Valley Rail Trail)
- Heavy Vehicle Safety and Productivity Programme (further Gregors Creek Road upgrades)

#### Rates

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

- \$1.53 million – 30 June 2016

- \$1.52 million – 23 December 2016

Council issued 24 notices of intention to sell land for overdue rates or charges totalling \$162,824 on 27 October 2016.

As of 23 December 2016, 15 of these matters remained unresolved with a total of \$106,744 outstanding.

### Contract matters

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

- SRS Roads Pty Ltd - \$339,576 - road making material/ services - payment 33750
- CPM Group Pty Ltd - \$228,267 - timber bridge replacement - payment 33815

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

### Road maintenance detail

Councillors have previously requested additional information about road maintenance:

	Rural (\$000's)	Urban (\$000's)	Total (\$000's)
Bitumen road maintenance	283	54	337
Gravel road maintenance	728	58	786
Roadside drainage	123	55	178
Culvert maintenance	74	-	74
Vegetation maintenance	127	83	210
Traffic furniture	67	35	102
Linemarking	-	2	2
Total actual year to date	1,402	287	1,689
Expected pro-rata budget year to date	1,926	254	2,180

Council's 20 most costly road segments for ordinary maintenance this financial year are:

Rasmussen Mt Archer (gravel) Ch0-Ch1850	\$ 49,065 (inc Polycom stabilisation)
Esk Crows Nest (gravel) Ch26120-Ch34090	\$ 41,262
Gregors Creek Rd (bitumen) Ch5530-Ch6810	\$ 30,466
Cedarvale Rd CulvCh1.95	\$ 29,413
Rifle Range Rd (gravel) Ch2770-Ch3800	\$ 26,367
Mahons Rd (bitumen) Ch0-Ch7480	\$ 23,621
Diaper Rd (gravel) Ch3000-Ch6200	\$ 22,998
Lehmanns Rd (gravel) Ch1920-Ch2840	\$ 22,988
Mt Mulgowie Rd (gravel) Ch840-Ch3100	\$ 21,158
Westvale Rd (gravel) Ch1340-Ch13550	\$ 20,609
Bischoffs Rd (gravel) Ch7510-Ch8160	\$ 18,667
Wanora Rd (gravel) Ch1200-Ch3160	\$ 18,446
Kimbala Rd (gravel) Ch0-Ch5680	\$ 18,211
Lowood-Minden Rd (bitumen) Ch10530-Ch10890	\$ 17,288
Banffs La (gravel) Ch0-Ch3050	\$ 16,745
Prenzlau Rd (bitumen) Ch1350-Ch3360	\$ 16,724
Diaper Rd (gravel) Ch0-Ch3000	\$ 16,284

Glenhowden Rd (gravel) Ch30-Ch1580	\$ 15,925
Voss Rd (gravel) Ch880-Ch2690	\$ 15,485
Aston Park Access (bitumen) Ch0-Ch150	\$ 15,314
Subtotal most costly 20 road segments	\$457,036

#### Attachments

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

#### Recommendation

THAT the reports including payments presented totalling \$9,933,631.17 be received.

<b>Decision:</b>	Moved - Cr Choat	Seconded - Cr Ogg
	"THAT the reports including payments presented totalling \$9,933,631.17 be received."	
		<u>Carried</u>

<b>Subject:</b>	<b>Clearing of overgrown private allotments - proposed policy</b>
<b>File Ref:</b>	<b>Laws and enforcement - infringements - breaches of local laws</b>
<b>Action Officer:</b>	<b>DFIN</b>

#### Background/Summary

Council frequently receives complaints about overgrown privately owned land including nine complaints received during November 2016 and 11 complaints during October 2016.

Council's schedule of fees and charges / register of cost-recovery fees includes the following:

- Recovery of administration expenses - Failure to comply with first and final notice (plus contractor fees). Multiple offences may be dealt with under Health Regulations including statutory fines - \$161.
- Reduced administration charge – if formal arrangement made with Council for lot clearing to be conducted on a regular basis - \$61.

The "reduced administration charge" of \$61 is charged under contracts where Council monitors and undertakes to mow properties whose owners request it.

26 of the 28 properties that Council officers currently monitor for mowing on a contract basis are owned by people who do not have a local postal address including foreign property owners and a public company.

Both of the two Somerset-based property owners reside on the properties that Council has undertaken to mow. Neither of these owners are pensioners.

It is not considered that the \$61 "reduced administration charge" would cover the cost to Council of monitoring properties, arranging slashing as and when required and debt collection. Four of the 28 property owners have overdue rates.

The schedule of charges advises that the \$161 “administration” recovery is not a cost-recovery fee. Cost-recovery fees have a particular status under the *Local Government Act 2009*.

A policy is recommended to ensure that overgrown allotment processes are consistent and effective and to remove any uncertainty about these processes.

#### Attachments

- Extract from schedule of fees and charges/ register of cost-recovery fees
- Sections 13 and 14 from Local Law No 3 (Community and Environmental Management) 2011
- Section 27 of Local Law No 1 (Administration) 2011
- Section 7 of the State Penalties Enforcement Regulation 2014
- Section 138 of the *Local Government Act 2009*

#### Recommendation

THAT Council write to all property owners with whom an arrangement to clear lots has been established advising them that as of 1 July 2017, Council will no longer be able to provide this service and include a list of alternative local contractors that the property owners might wish to contact for assistance.

THAT the following policy be adopted:

**Policy Subject/Title:** Overgrown allotments policy  
**Policy Number:** C/ 029

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<b>Responsible Officer:</b>	Director Corporate and Community Services
<b>Legislative or Regulatory Reference:</b>	<i>Local Government Act 2009</i> /Local laws 1 and 3
<b>Related Policies / Procedures:</b>	Nil
<b>Application:</b>	Somerset Regional Council
<b>Authorised by:</b>	Somerset Regional Council
<b>Considered at:</b>	Ordinary Council Meeting
<b>Authorised on:</b>	Ordinary Council Meeting
<b>Implemented from:</b>	11 January 2017
<b>Last Reviewed:</b>	N/A
<b>Review History:</b>	N/A
<b>To be reviewed on:</b>	30 September 2020

## 1. OBJECTIVE

To ensure that processes for regulating overgrown privately owned allotments are applied that are consistent and effective.

## **2. BACKGROUND**

Local law number 3 deals in part with overgrown and unsightly allotments.

Council may issue a compliance notice to the person responsible for an overgrown allotment requiring clearing of vegetation.

Local law number 1 section 27 confirms that not complying with this notice is an offence and sets down what must be included in the compliance notice.

## **3. PURPOSE**

Council will use its regulatory powers to control the number of overgrown and unsightly allotments.

As at 21 December 2016, the value of a penalty unit was \$121.90 and the fine payable under local law number 1 section 27 would be based on 5 penalty units (Section 7 of State Penalties Enforcement Regulation 2014) or \$609.50. This amount is indicative only for the purpose of this policy.

## **4. SCOPE**

This policy applies to Council and Somerset Regional Council property owners.

## **5. POLICY**

On being advised that a privately owned allotment is overgrown, Council will seek evidence to confirm that the property is overgrown and if and when evidence is obtained, Council will issue a warning letter to the owner of the property as the responsible person.

The warning letter will include a date on which a compliance notice would issue if the property is confirmed to be overgrown at that time.

The date on the warning letter for issuing the compliance notice will be 14 days after the date of issue of the warning letter.

The warning letter will include information about the potential compliance action and about contractors who may be available to provide relevant services for the property owner to avoid a compliance action.

On the date given on the warning letter, if the authorised officer forms the opinion that the allotment is overgrown as set out in local law 3, Council will issue a compliance notice.

The compliance notice will also be a remedial notice under the *Local Government Act 2009*.

It is considered reasonable for public health and safety reasons that the time by which the recipient must comply with the compliance notice is 14 days.

These reasons include the risk of fire and harbourage of vermin in addition to the matters listed in the local law.

If the compliance notice is not complied with within 14 days, Council will immediately issue (within 24 hours):

- an infringement notice to the owner
- a reasonable entry notice providing the minimum notice period confirming that a contractor has been appointed to take the required action on a nominated date.

Council will then charge the external costs of taking the required action to the property owner.

Photographs including a date will be obtained as evidence of the state of the property at each relevant stage.

## 6. EFFECTIVE FROM

11 January 2017

## 7. CONTROLS

This policy is subject to controls outlined in the financial management risk register.

## 8. REVIEW

This policy is to be reviewed on or before 30 September 2020.

## 9. DATE OF RESOLUTION

This policy was approved by the Chief Executive Officer and adopted by Somerset Regional Council at the Ordinary Meeting of 11 January 2017.

Signed: .....

Date: .....

<b>Decision:</b>	Moved - Cr Ogg	Seconded - Cr Hall
<p>“THAT Council write to all property owners with whom an arrangement to clear lots has been established advising them that as of 1 July 2017, Council will no longer be able to provide this service and include a list of alternative local contractors that the property owners might wish to contact for assistance.</p> <p>THAT the following policy be adopted:</p>		
<b>Policy Subject / Title:</b>	<b>Overgrown allotments policy</b>	
<b>Policy Number:</b>	<b>C/ 029</b>	
<b>Responsible Officer:</b>	Director Corporate and Community Services	
<b>Legislative or Regulatory Reference:</b>	<i>Local Government Act 2009 / Local laws 1 and 3</i>	
<b>Related Policies / Procedures:</b>	Nil	

<b>Application:</b>	Somerset Regional Council
<b>Authorised by:</b>	Somerset Regional Council
<b>Considered at:</b>	Ordinary Council Meeting
<b>Authorised on:</b>	Ordinary Council Meeting
<b>Implemented from:</b>	11 January 2017
<b>Last Reviewed:</b>	N/A
<b>Review History:</b>	N/A
<b>To be reviewed on:</b>	30 September 2020

### **1. OBJECTIVE**

To ensure that processes for regulating overgrown privately owned allotments are applied that are consistent and effective.

### **2. BACKGROUND**

Local law number 3 deals in part with overgrown and unsightly allotments.

Council may issue a compliance notice to the person responsible for an overgrown allotment requiring clearing of vegetation.

Local law number 1 section 27 confirms that not complying with this notice is an offence and sets down what must be included in the compliance notice.

### **3. PURPOSE**

Council will use its regulatory powers to control the number of overgrown and unsightly allotments.

As at 21 December 2016, the value of a penalty unit was \$121.90 and the fine payable under local law number 1 section 27 would be based on 5 penalty units (Section 7 of State Penalties Enforcement Regulation 2014) or \$609.50. This amount is indicative only for the purpose of this policy.

### **4. SCOPE**

This policy applies to Council and Somerset Regional Council property owners.

### **5. POLICY**

On being advised that a privately owned allotment is overgrown, Council will seek evidence to confirm that the property is overgrown

and if and when evidence is obtained, Council will issue a warning letter to the owner of the property as the responsible person.

The warning letter will include a date on which a compliance notice would issue if the property is confirmed to be overgrown at that time.

The date on the warning letter for issuing the compliance notice will be 14 days after the date of issue of the warning letter.

The warning letter will include information about the potential compliance action and about contractors who may be available to provide relevant services for the property owner to avoid a compliance action.

On the date given on the warning letter, if the authorised officer forms the opinion that the allotment is overgrown as set out in local law 3, Council will issue a compliance notice.

The compliance notice will also be a remedial notice under the *Local Government Act 2009*.

It is considered reasonable for public health and safety reasons that the time by which the recipient must comply with the compliance notice is 14 days.

These reasons include the risk of fire and harbourage of vermin in addition to the matters listed in the local law.

If the compliance notice is not complied with within 14 days, Council will immediately issue (within 24 hours):

- an infringement notice to the owner
- a reasonable entry notice providing the minimum notice period confirming that a contractor has been appointed to take the required action on a nominated date.

Council will then charge the external costs of taking the required action to the property owner.

Photographs including a date will be obtained as evidence of the state of the property at each relevant stage.

## **6. EFFECTIVE FROM**

11 January 2017

## **7. CONTROLS**

This policy is subject to controls outlined in the financial management risk register.

## **8. REVIEW**

This policy is to be reviewed on or before 30 September 2020.



## 9. DATE OF RESOLUTION

This policy was approved by the Chief Executive Officer and adopted by Somerset Regional Council at the Ordinary Meeting of 11 January 2017.

Signed:

Date: “

Carried

<b>Subject:</b>	<b>Youth Engagement Officer Report - December 2016</b>
<b>File Ref:</b>	<b>Community Services - Youth Development - Youth Services</b>
<b>Action Officer:</b>	<b>YEO</b>

### Background/Summary

The following report contains an overview of the key projects and activities of the youth engagement officer (YEO) from 22 November 2016, when the YEO position was filled, to December 2016. The report also outlines planned projects and proposals for future youth related projects.

### Networks, partnerships and local connections

The youth engagement officer (YEO) liaised with the wider community to discuss and advocate the needs of local young people in the region, and the key issues and projects relevant to the YEO role.

Networks and committees attended, and key engagements:

- Mercy Community Services
- Anglicare Southern Queensland
- Ipswich Community Youth Service (ICYS)
- Australian Skateboarding Community Initiative (ASCI)
- Ipswich Local Level Alliance
- Caboolture Local Level Alliance
- Caboolture Headspace
- Kontraband Studios
- Kambu Health
- Kummara Indigenous Family Care
- Scripture Union Queensland (SU QLD)
- Fernvale Youth Inc (FYI)
- Somerset Region Business Alliance (SRBA)
- Stanley River Environmental Education Centre (SREEC)
- Resilient Youth Australia
- Ted Noffs Foundation (and Caboolture Street University)
- Seqwater (Play it safe day)
- Kilcoy State High School
- Lowood State High School
- Toogoolawah State High School
- Clarendon State School
- Coominya State School
- Esk State School
- Fernvale State School
- Glamorgan Vale State School

- Harlin State School
- Kilcoy State School
- Linville State School
- Lowood State School
- Minden State School
- Mt Kilcoy State School
- Mt Tarampa State School
- Patrick Estate State School
- Prenzlau State School
- Tarampa State School
- Toogoolawah State School
- Lowood Police
- Toowoomba Regional Council
- Lockyer Valley Regional Council

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

A listing of key events and projects with a brief summary is outlined below. Please note that there may be other events or activities not included.

- The YEO attended Seqwater's Play it Safe Day at Billies Bay Recreational Area at Wivenhoe Dam. The YEO and Somerset Libraries Trainee represented Somerset Regional Council by engaging with attendees through a Council stall display and by promoting Council's Active and Healthy Resource Centre. Over 600 children attended this event and two of the 11 schools in attendance were from the Somerset region.
- The YEO attended a Somerset Rail Trail Fun Run meeting to assist with planning for 2017. The YEO will now help to market the event through promotion at Somerset schools and will also assess the practicality of hiring a bus to travel from Kilcoy to Fernvale to encourage more residents from the northern end of Somerset to attend the fun run.
- The power pole art project started by the YDO, which is a RADF project involving all three Somerset high schools and Kontraband Studios, is continuing to progress. Lowood State High School and Kilcoy State High School have both completed painting their poles. The YEO contacted Toogoolawah State High School and Kontraband Studios and determined that the project cannot be completed until Term 1, 2017. The YEO has requested an extension to the project end date from the RADF committee and will continue to liaise with Kontraband Studios and Toogoolawah State High School in early 2017.
- The YEO met with the Principal and staff of Lowood State High School to discuss student wellbeing. The YEO also attended the Lowood State High School Football Academy launch.
- The YEO attended a meeting with Lowood State High School, Toogoolawah State High School, Resilient Youth Australia and Somerset Regional Council representatives to discuss a potential joint initiative between Somerset Regional Council and the three high schools in the Somerset region. This would involve funding a resilience survey which students at the respective high schools could complete annually over the next three years. The data generated from the surveys would be available to both Council and the three schools and would assist all parties in developing targeted programs and activities in the Somerset region. The YEO will work with the three high schools further in 2017 on this initiative.

- A final draft of the Memorandum of Understanding between Lowood State High School, Lowood State School, Lowood Police, Somerset Region Business Alliance and local businesses for school aged children not to be served during school hours unless accompanied by a parent or guardian has been proposed by the former YDO/Lowood Hub coordinator. The document has been signed by Lowood State High School and Lowood State School. The YEO contacted the Somerset Region Business Alliance in regards to signing the document; it will be signed pending a committee meeting and possible updates. If the document is approved, the YEO will endeavour to get it signed by all parties and to finalise the flyer which will be placed at participating businesses in Lowood.
- The YEO attended and assisted two events held as a part of the Somerset Christmas School Holiday Program 2016. The first event was the Family Fun Day held at Lowood Community Centre as a part of Mercy's Lowood Hub Launch. The event was well attended and the YEO and SRO promoted the Active and Healthy Resource Centre by providing equipment and games. The second event was the Pool Movie Night held at Kilcoy. The event was well attended, with further attendees expected, when unfortunately a storm caused the closure of the pool. The YEO and SRO relocated the movie event to the Kilcoy Sports Centre which resulted in a smaller attendance.
- As the role of Youth Engagement Officer has been newly created and the workload of the YEO is ongoing, a substantial amount of time during November and December has been spent on handover, networking and other updates.

#### Attachments

N/A

#### Recommendation

THAT the report be received.

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

<b>Subject:</b>	<b>Vandalism - December 2016</b>
<b>File Ref:</b>	<b>Risk management - risk assessment - Vandalism - Doc Id. 929081</b>
<b>Action Officer:</b>	<b>DCORP</b>

#### Background/Summary

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

The following incident occurred during December 2016:

Date	Location	Incident
23/12/16	Kilcoy Visitor Information Centre	Reported that the back glass door had been broken. The glass was not smashed only broken within the frame. Council officers boarded over the glass to make secure.

The Vandalism Repair Costs until 31 December 2016 are attached. There were no insurance claims relating to Vandalism for the month of December 2016.

#### Attachments

Table – Vandalism Repair Costs until 31 December 2016

#### Recommendation

THAT the report be received and the contents noted.

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

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

#### Background/Summary

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

#### ***Vibrant Somerset***

##### **1. Operate Indoor Sports Facilities**

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

##### *Fernvale Indoor Sports Centre*

- There were 1,871 attendees at the centre in November. Attendances were higher than figures recorded in the previous month.
- Gym memberships for November 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 7 new likes for the month. The 'refer a friend' promotion continued for current members who referred friends and family, if referred for a 5 day pass the member received a week off their membership.
- External marketing included offering 10 visits for \$10.00 with 28 days to use the pass. If they joined within the 28 days, the sign up fees were waived.

##### *Toogoolawah Community Gym*

- There were 227 attendees at the Community Gym in November. Attendances were higher than figures recorded in the previous month.
- Gym memberships for November were higher than figures recorded in the previous month.
- Internal marketing initiatives included the Christmas tree fitness challenge and

offering members free passes for their families/friends.

- 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 was ordered to reflect the new hours as of 1<sup>st</sup> December 2016.
  - Advertisement in the Somerset paper several times relating to the change of hours and new classes.
  - 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.
  - Continuing to sponsor the Toogoolawah School Sports Awards.

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

- There were 1,226 attendees at the centre in November. Attendances were lower than figures recorded in previous month.
- There were 180 gym members in November Memberships increased in comparison to the previous month.
- Internal initiatives included several internal promotions with challenges, new promotional banners, friends in fitness newsletter and the member of the month displayed in the foyer.
- External marketing initiatives for October included the following:
  - Jayne McKenzie (Manager) wrote several articles for the Somerset Community News.
  - An article was written for the local school newsletters about the junior netball program.
  - Publication of indoor sports results and updates in the local papers.
  - 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 has been launched however is still in the process of being completed.
  - Regular facebook updates with an increase on members from the previous month.
  - Leaflet drop planned for December to promote Christmas specials.
  - Donation of prizes to the Kilcoy Chamber of Commerce and the Kilcoy Races.

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

#### *Toogoolawah Pool*

- There were 2,076 attendances recorded for November; 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 6,888 attendances recorded for November; 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 2,957 attendances recorded for November; attendance figures are higher than the previous month.
- Marketing and promotion initiatives included regular facebook updates.
- Centre programs such as learn to swim, squad training, senior exercise time and aqua aerobics have continued throughout the month of November and are well received by community.

*Esk Pool*

- There were 875 attendances recorded for November, attendance figures are higher than the previous month.
- Marketing and promotional initiatives included regular facebook updates.
- Centre programs such as learn to swim, squad training and fitness, senior exercise time and aqua aerobics have continued throughout the month of November and are well received by the community.

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 a meeting with the President of the Fernvale Community Association to discuss the prospect of acquiring exercise equipment in Fernvale, this idea is still being pursued.

**5. Community participation in physical activity**

*December-January School Holiday Activities**Mercy Family Fun Day*

The SRO with assistance of the Youth Engagement Officer (YEO) attended the Mercy Family Fun Day on December 14. The SRO and YEO facilitated activities for the community. There were approximately 100 people at the event.

*Pool Movie Night – Lowood Swimming Pool*

The SRO attended the Lowood Pool Movie Night held on December, 20 to facilitate the set-up of the outdoor movie screen. The event was enjoyed by the community with approximately 160 people in attendance on the night.

*Pool Movie Night – Kilcoy Aquatic Centre*

The SRO attended the Kilcoy Pool Movie Night held on December 21 to facilitate the set-up of the outdoor movie screen. The event was affected by a storm which led to a significant decrease in attendance. There were approximately 100 people at the event until the storm came through which forced relocation next door to the Kilcoy Indoor Sports Centre. Upon resumption of the event, there were 12 people in attendance. Although the event was disrupted by the weather, the event was well received by the community.

The SRO is continuing to prepare for the remaining activities as part of the December-January School Holiday Activities. 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.

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

*Somerset Rail Trail Fun Run*

The SRO, DCORP and MCAM attended a meeting with Bicycle Queensland (BQ) to discuss their involvement in the 2017 Fun Run. An event proposal was put forward by BQ detailing their involvement for the 2017 event.

*Get Active and Healthy in Somerset Directory 2017*

The SRO has continued working on the Get Active and Healthy in Somerset Directory for 2017. The SRO has to follow up with the various stakeholders that will be involved in the new edition to ensure relevant information is correct.

*2017 Somerset Primary Schools Cup (winter and summer edition)*

The SRO has continued to liaise with the relevant schools for the 2017 Somerset Primary Schools Cup. Dates have been set for both summer and winter events. The summer event will be held March 3 and the winter event will be held June 23.

*Active Ageing*

The SRO has started preparations for the 2017 Active Ageing program. The SRO will continue to work on the program to finalise dates and activities.

**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 a meeting with The Great Outdoor Gym Company regarding exercise equipment in Clock Park, Lowood. The SRO will construct a report to go to Council regarding the project.

## **8. Multiple use of recreation reserves**

The SRO continued to liaise with user groups at the Fernvale Sports Park including signage and the storage shed arrangements to ensure there is cooperative behaviour at the facility.

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

### *Club Liaison*

- The SRO liaised with the LRC and the Department of National Parks, Sport and Racing regarding a successful irrigation grant that the association secured.
- 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.
- The SRO liaised with Marburg – Mount Crosby Thunder Cricket Club regarding trial usage agreements and scheduling for 2017.
- The SRO liaised with the Brisbane Valley Rattlers Junior AFL Club regarding scheduling and signage at the Fernvale Sports Park.

## **10. Grants approved**

Nothing to report this month.

## **11. Sports equipment library developed**

### *November*

Esk - 20 loans  
Kilcoy - 6 loans  
Lowood - 4 loans  
Toogoolawah - 0 loans

There were a total of 30 loans from the Active and Healthy Resource Centre in the month of November.

### *December*

Esk - 29 loans  
Kilcoy - 5 loans  
Lowood - 12 loans  
Toogoolawah - 1 loan



There were a total of 47 loans from the Active and Healthy Resource Centre in the month of December.

#### 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.

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

<b>Subject:</b>	<b>Exercise equipment - Lowood</b>
<b>File Ref:</b>	<b>Somerset Regional Council - Recreation and Cultural Services - Service Provision - Recreation Facilities</b>
<b>Action Officer:</b>	<b>SRO/DCORP</b>

#### Background/Summary

The development of parkland will be required as further anticipated residential growth is projected for the region. Providing recreational opportunities is essential to meet demand and to also ensure service gaps have been met.

Through consultation with community and relevant stakeholders it has been suggested that additional development to local parkland be pursued. It is suggested that the construction of a 10 piece exercise station located in Clock Park, Lowood (site map attached) will assist with providing further recreational opportunities for members of the community.

Council considered this matter at workshop on 14 November 2016 and gave their in-principle support to the proposed project. With that in mind the SRO proceeded to investigate this further.

The SRO and DCORP had a meeting with Paul Hemmings from The Great Outdoor Gym Company on 13 December 2016 at the proposed site to discuss all aspects involved with the project. After the meeting, a list of immediate and future needs were highlighted for the project and the consideration of Council, these include the following:

#### Immediate:

- Turf - Additional turf is required for the surrounds of the exercise area.
- Trees - Nearby trees to be trimmed to reduce debris on the exercise area and equipment.

#### Future/optional:

- Security - Additional surveillance camera/s to be installed to monitor vandalism/ graffiti of the equipment or site.

- Fencing - Fencing around the site to provide separation from Peace Street.
- Lighting - Overhead lighting for night usage.
- Shade - Shade sail to provide protection to the equipment and also to provide shade for community members using the equipment.

The immediate needs for the project will increase Council's contribution by approximately \$2,000.

The total cost to purchase the 10 piece station from The Great Outdoor Gym Company is \$62,700 including GST. It is proposed that this cost be met by equal contributions from Council and the Real Insurance Group. The purchase agreement will be between Council and the Great Outdoor Gym Company.

It is recommended that Council consider the information above with consideration for the growing population in Lowood and the provision of local park opportunities.

#### Attachment

Site map of proposed exercise area

#### Recommendation

THAT Council enters into an agreement with the Great Outdoor Gym Company for the construction of exercise equipment in Clock Park, Lowood at an estimated cost of \$33,550 including GST.

<b>Decision:</b>	Moved - Cr Hall	Seconded - Cr Choat
	"THAT this matter be deferred to seek further information."	
		<u>Carried</u>

<b>Subject:</b>	<b>Trustee Lease - Lot 99 on CC3429</b>
<b>File Ref:</b>	<b>Council Land and Buildings - Doc Id 929555</b>
<b>Action Officer:</b>	<b>DCORP</b>

#### Background/Summary

Council has received a request from Queensland Urban Utilities for a term lease of the above property as part of its development application for the Lowood / Fernvale Sewerage Scheme Upgrade. As operational works, the Department of Natural Resources and Mines would require a trustee lease for the sewerage pump station. Council's agreement to a trustee lease is required before the Department will issue a letter of consent for the application to be made.

Please note that this consent does not constitute nor imply approval of the Development Application and Environmental Application which is subject to normal assessment requirements under the *Sustainable Planning Act*.

#### Attachments

Nil

#### Recommendation

THAT Council support the granting of a trustee lease to Queensland Urban Utilities for a sewerage pump station of Lot 99 CC3429.

Carried

Executive Meeting for consideration.

<b>Decision:</b>	Moved - Cr Gaedtke	Seconded - Cr Hall
	"THAT Council authorise the submission of the proposed program 2017/18 to 2020/2021 for presentation to the Northern South East Queensland Regional Roads and Transport Group Executive Meeting for consideration."	
	<u>Carried</u>	

<b>Subject:</b>	<b>Road Lighting - Blunt Street, Kilcoy</b>
<b>File Ref:</b>	<b>Roads - Maintenance - Street Lighting (910352)</b>
<b>Action Officer:</b>	<b>GJL / CD</b>

#### Background/Summary

Council Officers received a service request (Doc Id 910352) for a streetlight to be installed at the corner of Blunt Street and Stewart Street, Kilcoy because there are no streetlights at this intersection and it is very dark.

Council Officer undertook an inspection of the area to review nearby lighting and existing Energex power poles on which lighting could be placed.

On inspection of the area it was noted that existing power poles carrying low voltage power supply were located in the vicinity. The closest of these poles (P81251) was located at the intersection of Blunt St and Stewart Street, Kilcoy. This power pole (P81251) is located in a position that it could provide the required lighting to the street should an outreach arm be place on it. Council would normally provide street lighting at intersections.

After Council Officers inspected the area, Energex was contacted to calculate what lighting design would be required for this intersection and at what capital cost to Council.

Energex responded on 21 December 2016 stating that a 1.2m outreach could be placed on this pole with a 32 CFL Luminarie at no capital cost to Council and if Council decides not to proceed then Energex would look to recover costs of approx \$400.

However, it should be noted that Council would be liable for ongoing operation costs.

Options available to Council include:

- That Council reject Energex providing a streetlight at this location and pay \$400 to Energex for design costs.
- That Council agree to Energex providing a street light at this location at no capital cost to Council. Council remains liable for ongoing operation costs.

#### Attachments

Location sketch of Energex Pole P81251

#### Recommendation

THAT Council agrees to Energex providing a street light at this location at no capital cost to Council.

<b>Decision:</b>	Moved – Cr Hall	Seconded - Cr Choat
	"THAT Council agrees to Energex providing a street light at this location at no capital cost to Council."	
	<i><u>Carried</u></i>	

<b>Subject:</b>	<b>Somerset Rail Trail Fun Run - Bicycle Event</b>
<b>File Ref:</b>	<b>Recreation and cultural services event management - 2017</b>
	<b>Somerset Rail Trail Fun Run</b>
<b>Action Officer:</b>	<b>CMM</b>

### Background/Summary

Somerset Regional Council hosts the annual Somerset Rail Trail Fun Run (SRTFR) in July. The 2017 will be held on 9 July and will be the fifteenth year.

The SRTFR started as a healthy and active event for the Esk Shire, now Somerset, community. Since its inception, the event has grown and attracts a significant portion of its participants from outside of Somerset. This event hosted more than 1,000 participants in its tenth year.

Council officers are working towards improving the event in 2017 and have continued to pursue the concept of facilitating a bike leg for the 2017 fun run in an effort to increase the events profile but also contribute to the overall promotion of tourism in Somerset with the additional use of the Brisbane Valley Rail Trail (BVRT).

Two options have been investigated with Council making enquiries with Bicycle Queensland and the Brisbane Valley Rail Trail Users Association.

### Option A:

#### Engage the services of Bicycle Queensland – cost \$10,000 (no additional costs)

Preliminary conversations with Bicycle Queensland's (BQ) events manager included the exchange of an Event Proposal. A meeting between Bicycle Queensland and Council officers was held on 6 December 2016 to discuss the proposal further.

Proposed additional leg of the event: Wulkuraka Station to Fernvale Sports Park (22km). BQ have advised that they would start the bike leg about 7.30am to coincide with the finish line celebrations and fun run timings etc.

#### Key points obtained from the meeting include:

- Council maintains ownership of the event with BQ contracted as the event management company to manage the bike component for a fee of \$10,000. The fee would consist of BQ managing all aspects associated with the bicycle leg ranging from signage, logistics, marshalling, first – aid, transport for riders, bike racks, volunteers, support vehicles etc. Somerset Regional Council would also gain access to BQ's 32,000 members (and associated databases) for marketing and promotional purposes. As Council would retain the platform for registrations, all participant data will be stored on Council's database for events in future years.

- Pricing structure to be the same as run component of SRTFR
- Provisional costing indicates that with the current pricing structure, the bicycle component would need to see a participant figure of about 300 riders (less than 1% of BQ's member base) to provide a neutral return on investment outcome with the \$10,000 event management fee considered. Council would not cap the bicycle leg registrations in an effort to gain maximum benefit from the arrangement with BQ.
- Council would maintain ownership of the registrations, also marketing and promotion with assistance from BQ where possible. The agreement will allow for Council to leverage from BQ's existing working relationships for areas such as sponsorship, services and marketing and promotion and existing knowledge of organising such events.
- BQ organised a BVRT cycling event in Somerset last year that attracted 300 registered participants and BQ had capped the event at 300. BQ are confident of attracting similar numbers to the Council event.

#### **Tourism benefits:**

- Brisbane Valley Rail Trail promotion, associated benefits with greater exposure for the Somerset region to the Brisbane and Gold Coast demographic.
- Additional tourism benefits were also highlighted as BQs database covers mainly Brisbane, Ipswich and Gold Coast users.

#### **Option B:**

##### **Engage Brisbane Valley Rail Trail Users Association – \$5,000 to \$6,000**

No fee from user group but Council will have to absorb costs with transportation, purchasing additional road and event signage, traffic control, marshalling, timing gear, bike racks, start and finish marshals and additional blow up arches for proposed 7km start line. Estimated cost to Council excludes wages and officer time.

Council officers approached the Brisbane Valley Rail Trail Users Association to see if they could facilitate a bike leg component as part of the fun run after expressing interest.

The following notes were obtained from Brisbane Valley Rail Trail Users Association president:

- **Route:** Wulkuraka Station to Fernvale (22 km) with a shorter route for inexperienced riders from Wanora to Fernvale (7 km). Would need Council to arrange closure of road crossings etc and suitable signage along route.
- **Transport/50 participants:** Coaches (\$385) and trucks (\$220) to transport cyclists and their bicycles from Fernvale to Wulkuraka Station so they're cycling back to their vehicles in Fernvale.
- **Safety:** Volunteer marshals at significant road crossings. SES at the Brisbane Valley Highway Crossing. SAG wagon. First aider (BVRTUA can supply all except SES).
- **Promotion:** Social media cycling channels in addition to everything else Council is doing to promote the fun run.

- **Number of participants:** Difficult to predict, but for a first event possibly in the region of 100.
- **Support/Sponsorship:** Seek support from Yellow Jersey Bike Shop and Cycle Safety Fund 24/7 - they will probably support the event. Possible support from Telstra also.

BVRT Users Association said they would not charge a fee for organising the event “in the light of mutual good will and cooperation between SRC and BVRT Users Association”.

Further, BVRT have added: It would be a nice gesture if Cycle Safety Fund 24/7 (CSF 24/7) could be included in the charitable beneficiaries from the event.

#### Attachments

Nil

#### Recommendation

THAT Council engage the services of Bicycle Queensland to organise a bicycle component as part of the 2017 Somerset Rail Trail Fun Run at a cost of \$10,000 (plus gst if applicable).

<b>Decision:</b>	Moved - Cr Gaedtke	Seconded - Cr Brieschke
	<p>“THAT Council engage the services of Bicycle Queensland to organise a bicycle component as part of the 2017 Somerset Rail Trail Fun Run at a cost of \$10,000 (plus gst if applicable).”</p>	
		<i>Carried</i>

<b>Subject:</b>	<b>Somerset Regional Art Gallery - The Condensery opening times</b>
<b>File Ref:</b>	<b>Officers Reports</b>
<b>Action Officer:</b>	<b>CMM</b>

#### Background/Summary

The Somerset Regional Art Gallery – The Condensery opened in December 2015 and has been operating on the following schedule since then:

- Monday and Tuesday – closed
- Wednesday, Thursday and Friday – 9am to 5pm
- Saturday and Sunday – 9am to 2pm

Based on feedback from volunteers who manage the facility on weekends and, at times, when staff have been rostered to work at the gallery on Saturdays and Sundays, Council decided to undertake a review of its opening hours.

Volunteers were asked to note down the times visitors arrive at the gallery throughout October and November 2016. There was no consistent reporting for October so the figures from November have been utilised for this report.

On weekends, it was identified by volunteers and staff that visitors rarely attend the gallery between 9am and 10am. This was supported by data obtained throughout November. On

the Saturday that coincided with the Toogoolawah market day, no visitors were recorded at the gallery until 11am. Visitation between the hours of 9am to 11am is not consistent on weekends. On occasions there will be up to four visitors between 9am and 10am and on other weekends, visitors won't arrive until after 11am.

Council therefore proposes the operating hours of the Somerset Regional Art Gallery – The Condensery to be changed to the following:

- Monday and Tuesday – closed (no change)
- Wednesday, Thursday and Friday – 9am to 5pm (no change)
- Saturday and Sunday – 10am to 4pm

Based on visitation data, it appears a high percentage (more than 25%) visit the gallery after 2pm. Based on weekday figures, about 2.8% visit the gallery between 4pm and 5pm.

While visitation on weekdays is slow in the morning, an officer is based at the gallery on Wednesday, Thursday and Friday from 8am to 5pm.

It is therefore proposed that no changes occur to the operational hours of the gallery on weekdays.

#### Attachments

Nil

#### Recommendation

THAT Council adopt the following operating hours for the Somerset Regional Art Gallery – The Condensery from 1 February 2017:

- Monday and Tuesday – closed
- Wednesday, Thursday and Friday – 9am to 5pm
- Saturday and Sunday – 10am to 4pm

#### Decision:

Moved - Cr Brieschke

Seconded - Cr Whalley

“THAT Council adopt the following operating hours for the Somerset Regional Art Gallery – The Condensery from 1 February 2017:

- Monday and Tuesday – closed
- Wednesday, Thursday and Friday – 9am to 5pm
- Saturday and Sunday – 10am to 4pm.”

*Carried*

#### Meetings authorised by Council

#### Australian Local Government Women's Association Conference - 11-13 April 2017, Launceston, Tasmania

Cr Gaedtke informed the meeting that she is a member of the Australian Local Government Women's Association (ALGWA) and sought authorisation to attend the ALGWA Conference



to be held in Launceston, Tasmania from 11 - 13 April 2017.

<b>Decision:</b>	Moved - Cr Ogg	Seconded - Cr Whalley
	"THAT Cr Gaedtke be authorised to attend the Australian Local Government Women's Association Conference to be held in Launceston, Tasmania from 11 - 13 April 2017."	
		Carried

#### Mayor's and Councillors' Reports

Nil

#### 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

#### Closure of Meeting

<b>Summary</b>	There being no further business, the Mayor, Cr Graeme Lehmann closed the meeting at 9.50am.
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