



**Minutes of Ordinary Meeting
Held Wednesday 8 November 2017**

*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 S Pitkin	(Minute Secretary)
Ms M Maesele	(Communications and Marketing Manager)

C O N T E N T S

2018 - 2019 Cycle Network Local Government Grants Program.....	29	Opening of Meeting.....	3
Adjournment of Meeting	40	Operational Report for October 2017	35
Audit observation report FY2017.....	13	Organisational Structure	15
Brisbane Valley Rail Trail (BVRT) ongoing management and maintenance.....	10	Permanent Road Closure Application ...	20
Business arising out of minutes of previous meeting	3	Planning and Building Services Monthly Report – October 2017	4
Closure of Meeting.....	55	Quotation 1046 – Brisbane Valley Rail Trail – Toogoolawah to Harlin Section	38
Community Assistance Grants 2017 – 18 – Fernvale Campdraft Association	47	Quotation 1047 – Brisbane Valley Rail Trail – Design and Refurbishment of Jimmy Gully Bridge.....	21
Community Assistance Grants 2017– 18 – Lowood Show Society Inc.....	47	Quotation 1050 – Design and Replacement of Shared Pedestrian/ Cycle Bridge in Prospect Street Lowood	22
Confirmation of Minutes	3	Quotation 1052 - Asphalt Surfacing for Somerset Regional Council	33
Conflict of Interest	24	Receipt of Petition.....	54
Consideration of notified motions	54	Reception of notices of motion for next meeting.....	54
Cr Brieschke – Councillor’s report.....	52	Regional Road and Transport Group 2017-18 Program Review	34
Cr Brieschke – Matters of public interest.	3	Replacement of Yowie Statue.....	14
Cr Gaedtke – Councillor’s report.....	52	Sale of land for rate arrears action – \$7,632 in overdue rates	7
Cr Gaedtke – Matters of public interest ...	4	Service Recognition Policy – EX/003	40
Cr Hall – Matters of public interest	3, 4	Somerset Art Society Inc.....	16
Cr Ogg – Matters of public interest.....	3	Somerset Dam and Districts Progress Association and Coronation Hall	17
Disposal of Remaining Properties - Haslingden Park Estate	14	Strategic Planning – Indoor Sports Facilities	18
Financial reports	5	Tender 1041 – Supply of Traffic Control Services and Traffic Management Signage and Devices for a Sixty (60) month period.....	9
Items for reports for future meetings	54	Toogoolawah Christmas Tree Carnival and Twilight Market – 9 December 2017	24
Kilcoy bulk fuel decommissioning.....	8	Tourism and Promotions Report - October 2017	48
Leave of Absence	3	Visitors to meeting	55
Leopard Trees in Toogoolawah.....	54		
Lowood Customer Service Centre and Library Official Opening	20		
Lowood Entry near Slip Gully	54		
Matters of Public Interest	3		
Mayor Lehmann – Matters of public interest.....	4		
Mayor’s and Councillors’ Reports.....	52		
Meetings authorised by Council	52		

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 Choat

“THAT the Minutes of the Ordinary Meeting held on 25 October 2017 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**

25 October – Lowood State High School Awards presentation night which was a brilliant night, and they all did a tremendous job. Many awards were given out.

3 November – Kilcoy State High School Awards which was also a really great night.

Cr Brieschke – Matters of public interest

8 November Bendigo Bank AGM, 7pm, Lowood Gold Club

11 Remembrance Day Services, 11am

Caboonbah Church Annual Service and Fellowship Picnic

16 Toogoolawah High School Grade 12 Graduation Ceremony 6.30pm

17 Kilcoy High School Senior Valedictory Ceremony 8.45am

18 Glen Rock Stitches Annual Christmas Craft and Gift Sale, 10am, Anglican Church Hall

22 November Toogoolawah and District History Group AGM, 1.30pm RSL Hall

25 November Somerset Dam and District Special General meeting, 2pm Coronation Hall

Cr Ogg – Matters of public interest

Cr Ogg noted that this year's Fernvale Youth Inc Show and Shine car show held at Fernvale last the weekend was a fantastic success.

Cr Ogg noted that the Glamorganvale Dance on Saturday was very good.

AGM for the Bendigo Bank is on tonight at the Lowood Golf Club.

Cr Gaedtke – Matters of public interest

10 November	New Art Exhibition Kilcoy Courthouse Gallery
11 November	Lowood Show Society Dinner Dance
11 November	Remembrance Day
19 November	Jammin in Esk
25 November	Glamorgan Vale Christmas Carnival

Cr Hall – Matters of public interest

Cr Hall reminded everyone that this weekend there is a two day campdraft at Kilcoy.

Mayor Lehmann – Matters of public interest

Mayor Lehmann reminded everyone that the Lockyer Water Users Forum Irrigator Roadshows are taking place, with the first one held last night at Lowood. Roadshows will follow at Glenore Grove Hall tonight at 7pm, Mulgowie Hall 15 November at 7pm, and Ma Ma Creek Community Hall 16 November at 7pm.

Subject:	Planning and Building Services Monthly Report – October 2017
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 October 2017.

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

Officers continued working on the proposed amendments to the planning scheme.

Planning Development Applications

During the month twenty-three (23) 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 forty-three (43) building approvals were issued in the region for September. This is down on the August total of fifty (50). The percentage of 'Council approved' building applications is 44.1% of all building approvals for the month of September.

Plumbing Compliance Permits and Inspections

The number of plumbing and drainage approvals for October 2017 was 13; this figure is a 44.44% increase on the figure of 9 for October 2016.

The number of treatment plants on Councils register is 1756 of which 50 or 2.84% 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 Brieschke	Seconded - Cr Ogg
	"THAT the report be received and the contents noted."	
		<u>Carried</u>

Subject:	Financial reports
File Ref:	Financial management – meetings - monthly financial statements
Action Officer:	DFIN

Background/Summary

Financial reports

Monthly financial reports for the period 1 July 2017 to 30 October 2017 are attached in accordance with section 204 of the Local Government Regulation 2012 including comments in respect of performance against budget.

Grants

Council was successful with four applications under the Queensland Government's Local Government Grants and Subsidies Program (LGGSP) totalling \$238,000. These included grants for a storage facility at Kilcoy indoor sports centre that will allow for more efficient use of the sports centre and three bridge restoration projects.

Council has received Australian Government funding agreements including confirmation of tender exemptions for \$5.9 million of the \$6.9 million bridges renewal program, allowing these works to be undertaken with day labour.

In respect of the Brisbane Valley Rail Trail (BVRT), the Department of Natural Resources and Mines (DNRM) has advised that termination of a road licence over an unnamed Council road south of Harlin (lot 1 RL6200) will be confirmed later in December 2017. DNRM earlier advise that this was to occur during November 2017.

Council officers are developing a grant application under the Australian Government's Heavy Vehicle Safety and Productivity Programme (HVSP) for a further Gregors Creek Road widening and strengthening upgrade. This program has not yet officially opened.

Rates

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

- \$2.19 million – 30 April 2017

- \$2.29 million – 30 October 2017

Council issued 35 notices of intention to sell land for overdue rates or charges totalling \$250,123 covering 38 parcels of land on 31 October 2017 using in-house resources.

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:

- Local Government Workcare - \$297,934 - insurance - payment 36757
- Queensland Local Government Mutual - \$285,155 - insurance - payment 36625

A full listing of payments is attached as per Council's previous request.

Road maintenance detail

Councillors have also previously requested additional information about road maintenance:

	<i>Rural</i> (\$000's)	<i>Urban</i> (\$000's)	<i>Total</i> (\$000's)
Bitumen road maintenance	390	47	437
Gravel road maintenance	349	24	373
Roadside drainage	198	115	313
Culvert maintenance	7	-	7
Vegetation maintenance	92	76	168
Traffic furniture	56	18	74
Linemarking	11	13	24
Total actual year to date	1,103	293	1,396
Expected pro-rata budget year to date	1,309	194	1,503

Council's 30 most costly road segments for ordinary maintenance this financial year were:

Crossdale Rd (bitumen) Ch1000-Ch7040	\$101,581
Twah Biarra Rd (bitumen) Ch4390-Ch9960	\$69,869
Gregors Creek Rd (bitumen) Ch4950-Ch5530	\$38,849
Beutel Rd (gravel) Ch0-Ch1590	\$20,731
Wanora Rd (gravel) Ch1200-Ch3160	\$20,235
Wendts Rd (bitumen) Ch0-Ch3650	\$19,874
Muckerts La (gravel) Ch1370-Ch2780	\$19,007
Blind Gully Rd (gravel) Ch0-Ch1100	\$17,762
Lever Rd (gravel) Ch0-Ch700	\$14,195
Nunns Rd (gravel) Ch1240-Ch1840	\$13,770
Pakleppa LaEast (gravel) Ch0-Ch810	\$13,044
E Summervilles Rd (gravel) Ch770-Ch2850	\$12,471
Brouff Rd (gravel) Ch1650-Ch2350	\$11,652
Spring Creek Rd (gravel) Ch60-Ch4210	\$11,573
Nunns Rd (bitumen) Ch0-Ch1240	\$11,394
Lindstrom Rd (gravel) Ch0-Ch530	\$10,601
Bowdens La (gravel) Ch50-Ch2500	\$10,539
Saleyard Rd (bitumen) Ch0-Ch400	\$10,230
Pine Mountain RdCulvCh12.15	\$10,176
Patrick Rd (gravel) Ch0-Ch1100	\$10,082

Watsons Rd (bitumen) Ch0-Ch4870	\$9,800
Joseph Rd (gravel) Ch0-Ch800	\$9,523
Clarendon Station (gravel) Ch1330-Ch2120	\$9,158
Hinze Rd (bitumen) Ch0-Ch630	\$8,991
Kipper Creek Rd (gravel) Ch6360-Ch10710	\$8,957
McLaughlans La (bitumen) Ch0-Ch640	\$8,558
Banks Creek Rd (gravel) Ch4670-Ch12870	\$8,398
Stuhmckes Rd (bitumen) Ch0-Ch110	\$8,314
Mary Smokes Creek (bitumen) Ch2780-Ch4400	\$8,295
Knox La South (gravel) Ch0-Ch710	\$7,866
Subtotal	\$535,495

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 \$8,709,586.81 be received.

Decision:	Moved - Cr Hall	Seconded - Cr Choat
	"THAT the reports including payments presented totalling \$8,709,586.81 be received."	
		<u>Carried</u>

Subject:	Sale of land for rate arrears action - \$7,632 in overdue rates
File Ref:	Rates - notification - sale of land for overdue rates
Action Officer:	DFIN

Background/Summary

Council's Revenue Policy includes a requirement that Council is to receive twice each financial year recommendations for sale of lands for overdue rates actions covering all properties for which actions may legally be commenced. There is an exception for properties where the overdue rates and charges exceed the valuation.

A recommendation is now presented in accordance with this policy and in order to manage Council's legal risks. The property owner is based in Shanghai. The sale of lands process allows property owners between 3 and 6 months after Council issues a legal notice in which to fully pay overdue rates and avoid a statutory sale process.

Recommendation

THAT the property described as L 176 SP101915 at 40 Nottingham Drive Mount Hallen Qld 4312 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (04223-96910-000).

Decision:	Moved - Cr Choat	Seconded - Cr Gaedtke
	"THAT the property described as L 176 SP101915 at 40 Nottingham Drive Mount Hallen Qld 4312 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the	

process to be set by the Chief Executive Officer having regard to legal requirements. (04223-96910-000)."

Carried

Subject:	Kilcoy bulk fuel decommissioning
File Ref:	Financial management - asset management planning
Action Officer:	DFIN

Background/Summary

Council operates bulk fuel storages at its Esk and Kilcoy depots. Council's Workshop Supervisor has flagged that following wet weather there have been quantifiable problems with water infiltration in bulk fuel at Kilcoy and he has assessed that the infiltration is probably in the tank itself rather than in the pump, lines or any other equipment. It is considered that there is some risk to Council plant as a result.

It is not considered that the existing tank is repairable. There have also been maintenance issues with other bulk fuel equipment at Kilcoy.

Bulk fuel litres dispensed to plant at Kilcoy depot have declined by 25% in recent years (chart attached) with a noticeable decline since the renovated BP service station in Kilcoy reopened. Most recently the bulk fuel usage at Kilcoy has been less than 6,000 litres per month on average.

Council's options include decommissioning the Kilcoy fuel tank and relying on local fuel retailers or replacing the tank. A quote has been received to replace the current Kilcoy underground tank in its current position at \$91,723 excluding GST and excavation.

The tank is situated at the main entrance to the depot. Excavation of the tank (not included in the quote) would prevent access to the Kilcoy depot from this entrance for a period.

The BP service station at Kilcoy is now able to accept all types and sizes of Council plant, has high flow pumps and is understood to be open between 4:30am and 10:00pm each day.

Decommissioning the existing tank by filling may cost \$7,000 to \$10,000.

It is assessed that the additional cost of sourcing fuel at Kilcoy BP versus Kilcoy bulk fuel of less than \$5,000 per annum is less than the cost of administration, maintenance, depreciation and financing (nett of decommissioning costs) of installing, holding and using a new tank and it is recommended that the tank be decommissioned.

Attachment

Chart of bulk fuel dispensed by month from Kilcoy depot

Recommendation

THAT Council's Kilcoy bulk fuel facility be decommissioned.

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

"THAT Council's Kilcoy bulk fuel facility be decommissioned."

Carried

Subject:	Tender 1041 - Supply of Traffic Control Services and Traffic Management Signage and Devices for a Sixty (60) month period
File Ref:	Corporate Management - Tendering
Action Officer:	SPO

Background/Summary

Tender 1041 is a standing offer arrangement for the Supply of Traffic Control Services and Traffic Management Signage and Devices for a Sixty (60) month period, these services are requested as and when required and were priced as per a schedule of rates, eight submissions from various suppliers were received.

As this arrangement has been called for a sixty month period; a Consumer Price Index (CPI) (Brisbane) increase is to be applied to the pricing on the first and subsequent anniversaries of the contract. Tenderers were asked to submit a pricing schedule based on multiple work sites throughout the Somerset Region.

Aaction Traffic Control Pty Ltd and Traffic Group Australia Pty Ltd are the two lowest cost tenders and both submissions conform with all of Council's requirements. The tenderers are to be ranked as follows:

1. Aaction Traffic Control Pty Ltd
2. Traffic Group Australia Pty Ltd

Attachments

Nil – All pricing supplied is "Commercial in Confidence" therefore a copy of the Tender Analysis will be made available to Councillors prior to the meeting.

Recommendation

THAT Council accept the tender offers from Aaction Traffic Control Pty Ltd and Traffic Group Australia Pty Ltd as ranked on the tender schedule for the Supply of Traffic Control Services and Traffic Management Signage and Devices for a Sixty (60) month period as and when required for a period of sixty (60) months starting 29 November 2017 with the contract to terminate on 27 November 2022.

Decision:	Moved - Cr Hall	Seconded - Cr Ogg
	<p>"THAT Council accept the tender offers from Aaction Traffic Control Pty Ltd and Traffic Group Australia Pty Ltd as ranked on the tender schedule for the Supply of Traffic Control Services and Traffic Management Signage and Devices for a Sixty (60) month period as and when required for a period of sixty (60) months starting 29 November 2017 with the contract to terminate on 27 November 2022."</p> <p style="text-align: right;"><u>Carried</u></p>	

Subject:	Brisbane Valley Rail Trail (BVRT) ongoing management and maintenance
File Ref:	Financial management - asset management planning
Action Officer:	DFIN

Background/Summary

Council has received a request from the Department of Transport and Main Roads (DTMR) to “provide a formal position on whether council wishes TMR to manage and maintain the BVRT or whether council wishes to take on that responsibility”.

Attachment

Email from Department of Transport and Main Roads of 17 October 2017

Recommendation

THAT Council advises the Department of Transport and Main Roads (DTMR) that it does not wish to manage and maintain the Brisbane Valley Rail Trail (BVRT) except for the sections that it currently manages and maintains under long term access licences because of the following:

- Major rail trails in other countries and states are usually maintained by provincial or national governments;
- The BVRT is a State Government asset;
- Maintenance of the additional sections of the BVRT to the appropriate standard recommended to Council by its consulting engineers would affect Council’s ability to meet long term financial sustainability targets set by the State Government;
- Restoration of the BVRT if damaged after any future major flood or other natural disaster would be ineligible under 7.6.2 (d) of the Queensland Disaster Relief and Recovery Arrangements Guidelines October 2017 and the holding entity would therefore be liable to meet the entirety of the restoration cost; and
- Council notes that portions of the BVRT within the Somerset Regional Council area are already managed by other entities under long term agreements with the State and DTMR has expressed a view that those long term agreements will not be broken.

THAT Council advises the Department of Transport and Main Roads that Council may be willing to assist the State with particular aspects of management of the BVRT on a topic by topic basis including promotion and land management matters if requested.

Decision:	Moved - Cr Choat	Seconded - Cr Brieschke
<p>“THAT Council advises the Department of Transport and Main Roads (DTMR) that it does not wish to manage and maintain the Brisbane Valley Rail Trail (BVRT) except for the sections that it currently manages and maintains under long term access licences because of the following:</p> <ul style="list-style-type: none">• Major rail trails in other countries and states are usually maintained by provincial or national governments;		

- The BVRT is a State Government asset;
- Maintenance of the additional sections of the BVRT to the appropriate standard recommended to Council by its consulting engineers would affect Council's ability to meet long term financial sustainability targets set by the State Government;
- Restoration of the BVRT if damaged after any future major flood or other natural disaster would be ineligible under 7.6.2 (d) of the Queensland Disaster Relief and Recovery Arrangements Guidelines October 2017 and the holding entity would therefore be liable to meet the entirety of the restoration cost; and
- Council notes that portions of the BVRT within the Somerset Regional Council area are already managed by other entities under long term agreements with the State and DTMR has expressed a view that those long term agreements will not be broken.

THAT Council advises the Department of Transport and Main Roads that Council may be willing to assist the State with particular aspects of management of the BVRT on a topic by topic basis including promotion and land management matters if requested.

Amendment by Cr Whalley to add the following to the resolution -

FURTHER THAT it be suggested to Department of Transport and Main Roads that a community steering committee be formed with a focus on developing standards, promotion, website, branding to enable consistency along the trail as it traverses through four local government areas."

Decision:	Moved - Cr Whalley	Seconded - Cr Hall
	<p>"THAT Council advises the Department of Transport and Main Roads (DTMR) that it does not wish to manage and maintain the Brisbane Valley Rail Trail (BVRT) except for the sections that it currently manages and maintains under long term access licences because of the following:</p> <ul style="list-style-type: none"> • Major rail trails in other countries and states are usually maintained by provincial or national governments; • The BVRT is a State Government asset; • Maintenance of the additional sections of the BVRT to the appropriate standard recommended to Council by its consulting engineers would affect Council's ability to meet long term financial sustainability targets set by the State Government; • Restoration of the BVRT if damaged after any future major 	

flood or other natural disaster would be ineligible under 7.6.2 (d) of the Queensland Disaster Relief and Recovery Arrangements Guidelines October 2017 and the holding entity would therefore be liable to meet the entirety of the restoration cost; and

- Council notes that portions of the BVRT within the Somerset Regional Council area are already managed by other entities under long term agreements with the State and DTMR has expressed a view that those long term agreements will not be broken.

THAT Council advises the Department of Transport and Main Roads that Council may be willing to assist the State with particular aspects of management of the BVRT on a topic by topic basis including promotion and land management matters if requested.

FURTHER THAT it be suggested to Department of Transport and Main Roads that a community steering committee be formed with a focus on developing standards, promotion, website, branding to enable consistency along the trail as it traverses through four local government areas."

Carried

The amendment being carried became the motion –

Decision:

Moved - Cr Whalley

Seconded - Cr Hall

"THAT Council advises the Department of Transport and Main Roads (DTMR) that it does not wish to manage and maintain the Brisbane Valley Rail Trail (BVRT) except for the sections that it currently manages and maintains under long term access licences because of the following:

- Major rail trails in other countries and states are usually maintained by provincial or national governments;
- The BVRT is a State Government asset;
- Maintenance of the additional sections of the BVRT to the appropriate standard recommended to Council by its consulting engineers would affect Council's ability to meet long term financial sustainability targets set by the State Government;
- Restoration of the BVRT if damaged after any future major flood or other natural disaster would be ineligible under 7.6.2 (d) of the Queensland Disaster Relief and Recovery Arrangements Guidelines October 2017 and the holding entity would therefore be liable to meet the entirety of the restoration cost; and
- Council notes that portions of the BVRT within the Somerset

Regional Council area are already managed by other entities under long term agreements with the State and DTMR has expressed a view that those long term agreements will not be broken.

THAT Council advises the Department of Transport and Main Roads that Council may be willing to assist the State with particular aspects of management of the BVRT on a topic by topic basis including promotion and land management matters if requested.

FURTHER THAT it be suggested to Department of Transport and Main Roads that a community steering committee be formed with a focus on developing standards, promotion, website, branding to enable consistency along the trail as it traverses through four local government areas."

Carried

Subject:	Audit observation report FY2017
File Ref:	Financial management – external audit
Action Officer:	DFIN

Background/Summary

A copy of an audit observation report to the Mayor is required to be presented to the next Council meeting under S213 (3) of the Local Government Regulation 2012.

A report from the Queensland Audit Office (QAO) for FY2017 marked "in-confidence" was received on 30 October 2017 and is provided in confidence as requested by the QAO.

This report is in addition to the audit certificate for the financial statements which is available on Council's website.

The following matters are highlighted:

- Page 6 of the QAO report shows "green light" assessments for Council in all possible areas of financial governance and internal controls.
- Page 7 of the QAO report shows that Council has met financial sustainability targets for the year and has favourable results compared to an average for Queensland rural regional category councils.
- Page 8 shows the QAO's "green light" assessment for Council's financial sustainability risk

Attachments

Closing report on the FY2017 audit to the Mayor and Chief Executive Officer from Queensland Audit Office marked "in-confidence" (presented separately)

Recommendation

THAT the FY2017 audit observation closing report be received and contents noted.

Decision:	Moved - Cr Choat	Seconded - Cr Hall
	"THAT the FY2017 audit observation closing report be received and contents noted."	
		<u>Carried</u>

Subject:	Disposal of Remaining Properties - Haslingden Park Estate
File Ref:	Land Development and Sales
Action Officer:	DCORP

Recommendation

THAT –

- (i) Council seek expressions of interest from local real estate agents for the disposal of the remaining Council owned properties in Haslingden Park Estate, including a marketing proposal.
- (ii) Council set a listing price for each property at a level to achieve sale proceeds (net of commission) of the current holding valuation plus 15%.

Decision:	Moved - Cr Brieschke	Seconded - Cr Hall
	"THAT –	
	<ul style="list-style-type: none"> (i) Council seek expressions of interest from local real estate agents for the disposal of the remaining Council owned properties in Haslingden Park Estate, including a marketing proposal. (ii) Council set a listing price for each property at a level to achieve sale proceeds (net of commission) of the current holding valuation plus 15%." 	
		<u>Carried</u>

Subject:	Replacement of Yowie Statue
File Ref:	Community Relations - Liaison - Community Groups - Doc Id 988700
Action Officer:	DCORP

Background/Summary

Council at its meeting of 11 October 2017 requested a report on the cost to replace the Yowie statue at Kilcoy. Two quotations have been received, being –

- (i) To replace the existing statue with a wooden one based on the current design. \$5000 (ex GST), with Council to supply the log.
- (ii) To replace the existing statue with a steel/fibreglass one, with the current statue being used to create a mould for the fibreglass model. The life expectancy of the proposed piece is up to 50 years. However, the lead time to create the Yowie is 12-

16 weeks. Estimate is \$10,000 (ex GST).

Council has also received correspondence from Brisbane Valley Kilcoy Landcare Group suggesting that the replacement Yowie be placed on the island within Fred Greensill Lake to create the apparent original sighting of the Yowie peering from behind vegetation.

Attachments

Nil

Recommendation

THAT –

- (i) Council replace the Yowie statue in its current location;
- (ii) Council commission Natureworks Pty Ltd to create a steel / fibreglass replacement Yowie for an estimated cost of \$10,000 (ex GST).

Decision:	Moved - Cr Gaedtke	Seconded - Cr Hall
	<p>“THAT –</p> <ul style="list-style-type: none"> (i) Council replace the Yowie statue in its current location; (ii) Council commission Natureworks Pty Ltd to create a steel / fibreglass replacement Yowie for an estimated cost of \$10,000 (ex GST).” <p style="text-align: right;"><u>Carried</u></p>	

Subject:	Organisational Structure
File Ref:	Organisational Structure
Action Officer:	DCORP

Background/Summary

The current organisational structure includes, within the Corporate Services section, two full-time equivalent positions responsible for Council's information technology (IT) functions.

During recent years there has been a significant increase in the quantity, complexity and urgency of tasks for this area. For example, support is currently provided to:

- Physical servers: 15 plus 2 ancillary storage units
- Virtual servers: 26
- End user computing devices: 122 PCs and laptops, 48 deployed thin clients
- Mobile phone numbers: 111
- Mail accounts: 132 total, 123 users plus various others such as IMT group.

Recent changes impacting on the section include:

- Disaster related functions (guardian, flood early warning system) post the 2011 flood event;
- Call recording project;
- Addition of new sites, such as Kilcoy Information Centre and The Condensery;

- Flexibility to accommodate staff who work in multiple locations;
- Increased complexity of existing software systems, and integration of systems;
- Increased web and social media presence; and
- Increasing emphasis on cyber security issues

It is requested that an additional ICT position (Level 1) be created to take over some of the lower level day to day transactional tasks. This would enable the ICT Coordinator to focus on more strategic and server level tasks. The costs to Council of this additional position would be approximately \$58,000 including on costs. An offset is currently available with the reduction of clerical support position in Planning to a part time role.

Attachments

Nil

Recommendation

THAT Council amend the organisational structure to include an additional ICT position (Level 1) within the Corporate and Community Services section.

Decision:

Moved - Cr Gaedtker

Seconded - Cr Choat

"THAT Council amend the organisational structure to include an additional ICT position (Level 1) within the Corporate and Community Services section."

Carried

Subject:	Somerset Art Society Inc
File Ref:	Council Land and Buildings - Doc 990925
Action Officer:	DCORP

Background/Summary

The Somerset Art Society Inc has held a Memorandum of Understanding for the Esk Visitor Information Centre Great Room since 1 January 2013.

The Memorandum of Understanding underpins the use of the Great Room, by the Society, as the Glenrock Gallery. All matters relating to the Gallery operations are determined by the Society.

The Memorandum of Understanding is due to expire on 31 December 2017 and the Somerset Art Society Inc have indicated a desire to renew it, on similar terms.

Attachments

Nil

Recommendation

THAT Council advise the Somerset Art Society Inc that -

- (i) Approval is given for a Memorandum of Understanding between Council and the Somerset Art Society Inc. for the Esk Visitor Information Centre Great Room, for a three (3) year period expiring on 31 December 2020.

Decision:	Moved - Cr Whalley	Seconded - Cr Brieschke
<p>“THAT Council advise the Somerset Art Society Inc that -</p> <p>(i) Approval is given for a Memorandum of Understanding between Council and the Somerset Art Society Inc for the Esk Visitor Information Centre Great Room, for a three (3) year period expiring on 31 December 2020.”</p> <p style="text-align: right;"><u>Carried</u></p>		

Subject:	Somerset Dam and Districts Progress Association and Coronation Hall
File Ref:	Council Land and Buildings - Doc Id 991464, 991645, 991698
Action Officer:	DCORP

Background/Summary

Council is in receipt of three items of correspondence from the Somerset Dam and District Progress Association (the association).

The first item requests a Council representative to attend meetings of the Association. Council often receives these types of request from Community organisations. The presence of a Councillor at such meetings provides a worthwhile liaison between the group and Council. It is recommended that Council appoint a representative to this Association.

Secondly, Council requested that the Association meet the cost of further maintenance work required for the outside of Coronation Hall, from hall hire proceeds. The estimated cost of the work is \$7455, which the Association have agreed to pay.

Thirdly, Council requested the Association to provide a quotation for the opening/closing and cleaning of the new public toilets. The request was for opening at 7am closing at 6pm, with cleaning to be done before opening or after closing, seven (7) days per week. The Association has provided a quote of \$360 per week to perform these tasks. This estimate compares favourably with estimates provided by Council's regular providers of such services, particularly when one considers the Association, through the Hall Coordinator, would be responsible for negotiating openings/closings and cleaning responsibilities with hirers.

Attachments

Nil

Recommendation

THAT –

- (i) Council appoint Councillor _____ as a representative to the Somerset Dam and Districts Progress Association.
- (ii) Council engage its regular service providers to undertake opening/closing and cleaning responsibilities for the new public toilets, other than during periods of private hire.

- (iii) The Association remain responsible for the opening / closing and cleaning of the facilities during periods of private hire.

Decision:	Moved - Cr Hall	Seconded - Cr Choat
	"THAT –	
	(i) Council appoint Cr Helen Brieschke and Cr Cheryl Gaedtke as representatives to the Somerset Dam and Districts Progress Association.	
	(ii) Council engage its regular service providers to undertake opening/closing and cleaning responsibilities for the new public toilets, other than during periods of private hire.	
	(iii) The Association remain responsible for the opening/closing and cleaning of the facilities during periods of private hire."	
	<u>Carried</u>	

Subject:	Strategic Planning - Indoor Sports Facilities
File Ref:	Recreation and cultural services - service provision - recreation facilities
Action Officer:	DCORP

Background/Summary

Council at its workshop meeting of 14 June 2017 requested that strategic planning be undertaken with regard to additional indoor sports facilities within the region. The initial work for forward planning is based on the Review of Parkland Strategy July 2017 report prepared by Strategic Leisure Group.

This report reviews Councils progress in meeting the outcomes of the Esk Shire Parkland Strategy (2006) and the Kilcoy/Jimna Parkland and Recreation Plan (2009). These documents have been combined into a whole of Somerset Strategy. The 2017 report includes the following components:

- detailed review of the previous Esk Strategy and Kilcoy Plan;
- current status of recommendations of previous parkland / recreation plans;
- updates the existing inventory in terms of any new provisions or embellishments;
- updates population projections to 2031;
- identifies any new population developments since the completion of the previous plans and assesses the adequacy of parkland provision in these areas.

While the 2017 report does not deal specifically with a needs analysis for indoor sports facilities, it does provide guidance for strategic planning purposes. For example:

- the strategy focuses on having sufficient land available for sport / recreation purpose, regardless of use;
- sport and recreation needs are met by a combination of formal and informal activities, provided by indoor and outdoor facilities;

- population projections to 2031 provide for the following increases in key residential areas from 2016 estimates:
 - Esk 138 14.14 percent
 - Fernvale 1074 50.19 percent
 - Lowood 1344 52.73 percent
 - Kilcoy 411 17.6 percent
 - Toogoolawah 112 10.54 percent
- The strategy contains one recommendation specific for facility development (indoor sports centre) being “if demand warrants, liaise with the Lowood State High School to encourage greater use of the indoor sports hall including Council – initiated events / competitions if required”.

A similar recommendation regarding the Lowood School Hall appeared in the 2006 strategy. Although Council has built the Fernvale Indoor Sports Centre in the meantime, the continued recommendation recognises the extent of population growth expected in Lowood and Fernvale, together with the varying demands community may have for sporting activities.

Other points for Council to consider are:

- Each of the existing indoor sports facilities have a remaining useful life in excess of 50 years;
- Contractual arrangements with the operators of the indoor sports centres do not require the operators to provide specific activities ie it is a matter for the operator to determine market needs.

Attachments

Nil

Recommendation

THAT -

- no further action be taken at this time on undertaking strategic planning for additional indoor sports centres; and
- this item be included in Council's annual Operational Plan, to review any change in assessed need or available funding.

Decision:

Moved - Cr Gaedtke

Seconded - Cr Whalley

“THAT -

- no further action be taken at this time on undertaking strategic planning for additional indoor sports centres; and
- this item be included in Council's annual operational plan, to review any change in assessed need or available funding.”

Carried

Subject:	Permanent Road Closure Application
File Ref:	Road Closure Application Doc Id 808468,989749
Action Officer:	DCORP

Background/Summary

Council is in receipt of correspondence from a resident of Highland Street Esk, requesting a permanent road closure of the road adjoining lot 9 RP152430.

The applicant has previously been advised that the application would not likely be supported by Council due to the following:

- Telstra have indicated that assets are located in the vicinity. Council's Development and Design Engineer has visually confirmed that these assets are contained in the road reserve, right on the boundary with the property. This asset would have to be relocated to ensure it still remained in the road reserve after the area proposed to be closed was amalgamated with the freehold property. Relocating Telstra's asset would be at the applicants cost.
- Council's Development and Design Engineer has also indicated that there appears to be a property pole within the proposed location and Energex may need to be consulted in relation to the proposal.
- Additionally, it is noted that there is an area upstream and to the east and west of 159 Highland Street that stormwater would flow through to get to a culvert crossing.

Attachments

Map of road area proposed to be closed

Recommendation

THAT Council advise the applicant Council will object to the permanent road closure for this section of road as it may be required for future use.

Decision:	Moved - Cr Hall	Seconded - Cr Ogg
	<p>"THAT Council advise the applicant Council will object to the permanent road closure for this section of road as it may be required for future use."</p> <p style="text-align: right;"><u>Carried</u></p>	

Subject:	Lowood Customer Service Centre and Library Official Opening
File Ref:	Lowood Library
Action Officer:	Regional Librarian

Background/Summary

With the renovation to the Lowood Customer Service Centre and Library complete, it is proposed to officially open the building.

The opening would be held on either Wednesday, 22 November 2017 or Wednesday, 6 December 2017 3pm till 5pm.

The official program would start at 3.15pm with the Mayor cutting the ribbon. Residents

would then be invited to participate in structured workshops and activities that will be taking place around the customer service centre and library. As they move through the customer service centre and library space visitors will collect stamps on a specially created 'Passport to Lowood Customer Service Centre and Library'. This will ensure visitors are given the opportunity to view each activity, while taking in the facility and the new features it has to offer.

Proposed activities include:

- Jewellery making workshop in the meeting room,
- Councillor verses kids Lego challenge in the children's library
- Children's story time in the outdoor space
- 3D printing demonstration
- Joining the library
- Coffee and cake in the foyer
- Fitness demonstration (Clock Park), in conjunction with the Lowood and Fernvale Community Bank

Completed passports will then go into a draw to win a prize. Participants in the passport stamp activity will also receive a council bag filled with council promotional material and information.

Visitors will move to Clock Park for a fitness demonstration at 4.30pm.

Throughout the month of December QGAP will also be promoting the personalised plate competition.

Attachments

Nil

Recommendation

THAT Council conduct an official opening of the Lowood Customer Service Centre and Library on Wednesday, 22 November 2017 including the activities contained in this report.

Decision:	Moved - Cr Gaedtke	Seconded - Cr Ogg
	<p>"THAT Council conduct an official opening of the Lowood Customer Service Centre and Library on Wednesday, 22 November 2017 including the activities contained in this report."</p>	

Carried

Subject:	Quotation 1047 - Brisbane Valley Rail Trail - Design and Refurbishment of Jimmy Gully Bridge
File Ref:	Corporate management / tenders - quotations - 2017-2018 - quotations - numbered - quotation 1047
Action Officer:	WM

Background/Summary

Council officers have recently called quotations associated with the design and refurbishment of the existing timber bridge known as Jimmy Gully Bridge on the Brisbane Valley Rail Trail. A request for quotation was sought under Local Buy Contract BUS244-

1013 – Civil Construction and Road Resurfacing, from four suppliers.

Quotations closed on Thursday 19 October 2017, with conforming submissions received ranging from \$328,801 to \$394,017 for the delivery of the abovementioned scope of works at Jimmy Gully Bridge. All figures within this report are inclusive of GST. These works have been funded under a joint arrangement by the Commonwealth Government, Queensland State Government, and Somerset Regional Council.

Quotation Conformance

All quotations received were considered conforming. Other suppliers advised they were unable to quote in this instance.

Quotation Evaluation

Evaluation of quotations was completed by a quotation assessment team consisting of Council's Works Manager, Andrew Johnson, and GHD Engineer, Paul Henderson. The assessment criteria consisted of price, track record and experience, methodology and project delivery, and safety and quality.

Conforming suppliers were further considered to establish the suitability of their offers and it was considered that each supplier had experience, knowledge, and resources to fulfill this contract and had successfully undertaken relevant civil works for Council in the past.

Based on the quotation assessment, the quotation submitted by Timber Restoration Systems Pty Ltd is the highest ranked supplier and is considered to offer the best value for money for the design and refurbishment of Jimmy Gully Bridge on the Brisbane Valley Rail Trail.

Attachments

Nil

Recommendation

THAT the quotation for the design and refurbishment of Jimmy Gully Bridge on the Brisbane Valley Rail Trail be awarded to Timber Restoration Systems Pty Ltd for the cost of \$328,801 inclusive of GST.

Decision:	Moved - Cr Choat	Seconded - Cr Whalley
	<p>"THAT the quotation for the design and refurbishment of Jimmy Gully Bridge on the Brisbane Valley Rail Trail be awarded to Timber Restoration Systems Pty Ltd for the cost of \$328,801 inclusive of GST."</p> <p style="text-align: right;"><u>Carried</u></p>	

Subject:	Quotation 1050 - Design and Replacement of Shared Pedestrian / Cycle Bridge in Prospect Street Lowood
File Ref:	Corporate management - tenders - quotations - 2017-2018 - quotations - numbered - quotation 1050
Action Officer:	WM

Background/Summary

Council officers have recently called quotations associated with the design and supply of a

new shared pedestrian / cycle bridge to replace the existing timber pedestrian bridge in Prospect Street, Lowood. A request for quotation was sought under Local Buy Contract BUS244-0314 – Open Spaces, Parks, Gardens and Playground, from three suppliers.

Quotations closed on Thursday 19 October 2017, with conforming submissions received ranging from \$65,990 to \$87,741.50 for the supply and delivery of the abovementioned scope of works at Prospect Street, Lowood. All figures within this report are inclusive of GST.

The replacement of the Prospect Street shared pedestrian/cycle bridge is funded 50% under the Cycle Network Local Government Grants.

Quotation Conformance

All quotations received were considered conforming. All three suppliers offered a quotation.

Quotation Evaluation

Evaluation of quotations was completed by Council's Engineers. The assessment criteria consisted of price, track record and experience, methodology and project delivery, and safety and quality.

Two bridge configurations were presented by suppliers for the replacement bridge, the first being a composite fibre material bridge and the second, a steel galvanised bridge. Further discussion of these bridge configurations follows:

Configuration 1 – Composite Fibre Materials

This bridge is similar to the bridge that was installed in Fernvale along the Brisbane Valley Highway Shared Pedestrian/Cycle path project. This bridge is assembled complete offsite and transported to site as one unit and placed on to prepared foundations (by Council day labour). The composite covertedop deck on this bridge provides a seamless finish and textured surface for users. As the bridge is supplied in one piece, the opportunity for unforeseen cost is low and is considered low risk with regards to potential cost variations. In summary, should Council select this bridge configuration, Council will see a bridge similar to that of the Fernvale Bridge but at a reduced length. It is suggested that should Council proceed with this bridge that the same colour scheme as that of Fernvale Bridge apply. This bridge comes with a seven year full replacement warranty, is expected to have a very low maintenance cost and design life of at least 100 years. The cost for the supply and delivery of this bridge is \$86,295.

Configuration 2 - Galvanised Steel

The galvanised steel bridge has been presented in either a truss bridge or beam bridge by suppliers with the cheapest option being a trussed bridge for \$65,990. The pricing of the galvanised bridge only allows for the bridge components to be flat packed on truck(s) and transported to site. The bridge must then be assembled either onsite or offsite and not included in the price. The estimated time to assemble the bridge is about five days at an estimated to cost \$22,000, bringing the total cost to about \$87,990. Hence, once the assembly cost is included, the galvanised bridge is comparable in cost to the composite fibre bridge. The deck wearing surface proposed by the suppliers is an open mesh product which does not provide a solid deck surface and is considered inferior compared to that offered by the composite fibre bridge. As there are many unknowns with this option, the cost risk to Council is greater and therefore is not considered the favourable solution. This bridge comes with a ten year structural warranty, is expected to have a low maintenance cost and design life of at least 100 years.

Based on the quotation assessment, the quotation submitted by Wagners CFT

Manufacturing Pty Ltd is the highest ranked supplier and is considered to offer Council the best value for money for the design, supply and delivery of a composite fibre pedestrian/cycle bridge.

Council is advised that the above cost is for the supply and delivery of the bridge only. The total cost of the project once the bridge foundations and approach works is completed is estimated to cost about \$190,000 exclusive of GST.

Attachments

Nil

Recommendation

THAT the quotation for the design and supply for a new shared pedestrian / cycle bridge in Prospect Street, Lowood is awarded to Wagners CFT Manufacturing Pty Ltd for the cost of \$86,295 inclusive of GST.

FURTHER THAT Council endorses a colour scheme for the above bridge of G52 Eucalyptus for the structure, N44 Bridge Grey for the decking and RAL7021 Black for the balustrades.

Decision:	Moved - Cr Choat	Seconded - Cr Brieschke
	<p>“THAT the quotation for the design and supply for a new shared pedestrian / cycle bridge in Prospect Street, Lowood is awarded to Wagners CFT Manufacturing Pty Ltd for the cost of \$86,295 inclusive of GST.</p> <p>FURTHER THAT Council endorses a colour scheme for the above bridge of G52 Eucalyptus for the structure, N44 Bridge Grey for the decking and RAL7021 Black for the balustrades.”</p> <p style="text-align: right;"><u>Carried</u></p>	

Subject:	Toogoolawah Christmas Tree Carnival and Twilight Market - 9 December 2017
File Ref:	Council properties - usage - 2017-2018 - Council hire agreements and bookings / 2017-2018 - bookings - parks and reserves (989066)
Action Officer:	CSSA

Conflict of Interest

Cr Brieschke declared a conflict of interest in the following matter due to her role on the management committee of the Toogoolawah Progress Association. Cr Brieschke dealt with the matter by leaving the room at 9.45am while discussions took place.

Background/Summary

Council is in receipt of correspondence from the Toogoolawah Christmas Tree Sub Committee of the Toogoolawah and District Progress Association Inc seeking Council's approval to hold the annual Toogoolawah Christmas Tree carnival between 4.30pm and 8.30pm on Saturday, 9 December 2017 in Cressbrook Street, Toogoolawah between Gunyah Street and Dingyarra Street and Fulham Street between Cairnsroft Street and Cressbrook Street.

The Committee has received approval from the Police Department for a temporary closure of Cressbrook Street between Gunyah Street and Dingyarra Street and Fulham Street between Cairnscroft Street and Cressbrook Street between 12.30pm and 12am on Saturday, 9 December 2017. As part of this approval, the Committee is required to place a public notice in the local newspaper to advise of the road closure.

The Toogoolawah Christmas Tree Sub Committee of the Toogoolawah and District Progress Association has requested assistance from Council by supplying eight community bins, six road closed signs, twelve witches hats and 60m of barricade mesh.

As part of this event, the Committee is proposing to hold a fireworks display in the railway station grounds. The fireworks contractor has provided a copy of their current \$20,000,000 public liability insurance. As shown on the attached layout plan, there will be no public access to the fireworks area. Also there will be officers from Queensland Fire and Rescue, Queensland Ambulance Service and Queensland Police Service on site. It is also proposed that a professional sky diving person dressed as Santa will be sky diving over Cressbrook Street and land behind the Rural Fire Brigade building.

As Council's staff are not qualified to give approvals or to set conditions for firework displays or sky diving displays, it is not recommended that Council approve these displays but offer no objection to these displays being held on Council land providing all required insurances, and permits have been obtained.

Attachments

Layout plan

Recommendation

THAT Council offers no objection to the temporary road closure of Cressbrook Street between Gunyah Street and Dingyarra Street and Fulham Street between Cairnscroft Street and Cressbrook Street to hold the Toogoolawah Christmas Tree Sub Committee of the Toogoolawah and District Progress Association Inc subject to the following conditions:

- The Toogoolawah Christmas Tree Carnival to be held between the hours of 4.30pm and 8.30pm only.
- Council offer no objection to the temporary road closure of Cressbrook Street between Gunyah Street and Dingyarra Street and Fulham Street between Cairnscroft Street and Cressbrook Street providing a copy of the approved police permit to Council. (It is noted that this permit has already been provided.)
- A traffic management plan including a traffic guidance scheme to be supplied prior to the event.
- The area is to be kept in a clean and tidy state and you are required to adequately provide for the collection and disposal of waste generated by the event. To assist you with the collection and disposal of the waste, Council will supply an extra eight community bins.
- It is required that the following toilet facilities be provided:

	Males			Females	
	WC	Urinals	Hand Basins	WC	Hand Basins
<1500	4	8	6	12	6

It is noted that the number of toilets to be provided include the number of existing public toilets within the closed area to hold this event. These facilities will require cleaning and/or stocking up of supplies during and after your event. Further, you are required to ensure that all toilets facilities are kept clean and stocked at all times.

- Noise is to be kept to a minimum and as such not to cause a nuisance for neighbouring properties.
- All temporary signage for your event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display 1-day after the event.
- The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
- The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and appropriate to the nature of the activity proposed and the number of people expected to attend.
- The activity must not detrimentally affect the amenity of the area subject of this approval.
- If food is to be sold at the event for profit, a food business licence must be obtained from Council. Some exemptions do apply for non-profit organisations; please contact Council's Environmental Health Section for further information.
- The approval holder must have public liability insurance in an amount not less than \$10,000,000 to hold this event and it must state that Somerset Regional Council is an interested party. A copy of the public liability certificate of currency must be provided to Council before the commencement of the event.
- The approval holder will be responsible to ensure that all operators of activities at this event have current public liability insurance in an amount of not less than \$10,000,000. The approval holder is required to have a copy of all public liability certificates of currencies on hand during the event.

AND THAT Council offer no objection to the Toogoolawah Christmas Tree Sub Committee of the Toogoolawah and District Progress Ass Inc holding a fireworks display and sky diver landing in the railway grounds as outlined in their layout plan subject to:

- All required permits and insurances being obtained.
- The approval holder is to ensure that no persons other than the designated fireworks personnel enter the fireworks exclusion zone. This will require the organiser to erect signage and temporary fencing in the RV area to prevent access.

FURTHER THAT Council will assist the Toogoolawah Christmas Tree Sub Committee of the Toogoolawah and District Progress Ass Inc in hosting this event by:

- Supplying the required number of road closure signs, stands and witches hats as per the approved traffic guidance scheme.
- Delivery and servicing of eight community bins to be used as this event.

- Supplying 60m of barrier mesh to close off access to the designated fireworks area.
- Access to power supply at the public toilets on Cressbrook Street, Toogoolawah.

Decision:

Moved - Cr Gaedtke

Seconded - Cr Hall

“THAT Council offers no objection to the temporary road closure of Cressbrook Street between Gunyah Street and Dingyarra Street and Fulham Street between Cairnscroft Street and Cressbrook Street to hold the Toogoolawah Christmas Tree Sub Committee of the Toogoolawah and District Progress Association Inc subject to the following conditions:

- The Toogoolawah Christmas Tree Carnival to be held between the hours of 4.30pm and 8.30pm only.
- Council offer no objection to the temporary road closure of Cressbrook Street between Gunyah Street and Dingyarra Street and Fulham Street between Cairnscroft Street and Cressbrook Street providing a copy of the approved police permit to Council. (It is noted that this permit has already been provided.)
- A traffic management plan including a traffic guidance scheme to be supplied prior to the event.
- The area is to be kept in a clean and tidy state and you are required to adequately provide for the collection and disposal of waste generated by the event. To assist you with the collection and disposal of the waste, Council will supply an extra eight community bins.
- It is required that the following toilet facilities be provided:

	Males			Females	
	WC	Urinals	Hand Basins	WC	Hand Basins
<1500	4	8	6	12	6

It is noted that the number of toilets to be provided include the number of existing public toilets within the closed area to hold this event. These facilities will require cleaning and/or stocking up of supplies during and after your event. Further, you are required to ensure that all toilets facilities are kept clean and stocked at all times.

- Noise is to be kept to a minimum and as such not to cause a nuisance for neighbouring properties.
- All temporary signage for your event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display 1-day after the event.

- The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
- The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and appropriate to the nature of the activity proposed and the number of people expected to attend.
- The activity must not detrimentally affect the amenity of the area subject of this approval.
- If food is to be sold at the event for profit, a food business licence must be obtained from Council. Some exemptions do apply for non-profit organisations; please contact Council's Environmental Health Section for further information.
- The approval holder must have public liability insurance in an amount not less than \$10,000,000 to hold this event and it must state that Somerset Regional Council is an interested party. A copy of the public liability certificate of currency must be provided to Council before the commencement of the event.
- The approval holder will be responsible to ensure that all operators of activities at this event have current public liability insurance in an amount of not less than \$10,000,000. The approval holder is required to have a copy of all public liability certificates of currencies on hand during the event.

AND THAT Council offer no objection to the Toogoolawah Christmas Tree Sub Committee of the Toogoolawah and District Progress Ass Inc holding a fireworks display and sky diver landing in the railway grounds as outlined in their layout plan subject to:

- All required permits and insurances being obtained.
- The approval holder is to ensure that no persons other than the designated fireworks personnel enter the fireworks exclusion zone. This will require the organiser to erect signage and temporary fencing in the RV area to prevent access.

FURTHER THAT Council will assist the Toogoolawah Christmas Tree Sub Committee of the Toogoolawah and District Progress Ass Inc in hosting this event by:

- Supplying the required number of road closure signs, stands and witches hats as per the approved traffic guidance scheme.
- Delivery and servicing of eight community bins to be used as this event.
- Supplying 60m of barrier mesh to close off access to the designated fireworks area.

- Access to power supply at the public toilets on Cressbrook Street, Toogoolawah.”

Carried

Cr Brieschke returned to the meeting at 9.47am.

Subject:	2018 - 2019 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:	DDM

Background/Summary

Council has been advised by the Department of Transport and Main Roads (TMR) that the 2018-2019 Cycle Network Local Governments Grants Program has been opened. It is advised that the application closing date is 20 December 2017 and the program will be announced in June/July 2018 through the publication of the Queensland Transport and Roads Investment Program (QTRIP).

The objective of the program is to encourage more people to cycle, more often in Queensland by accelerating the delivery of the principal cycle network across the State. 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 with a published 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 on the highest priority routes of the principal cycle network.

Council previously received grants under the 2016-2017 and 2017-2018 program for the following projects:

- Prospect Street from Park Street to Peregrine Drive, Lowood (Completed)
- Brisbane Valley Highway from Clive Street to Brouff Road, Fernvale
- Toogoolawah High School Shared Path Design and Construction
- Esk Shared Path Design and Construction
- D'Aguilar Highway (Kilcoy) Shared Path Design and Construction
- Forest Hill Fernvale Road (Lowood) Shared Path Design and Construction
- Prospect Street (Lowood) Shared Use Bridge Design and Construction
- William Street (Kilcoy) Cycle Facilities Design

The routes focus on journeys to work, school, and social/utility trips. 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, park and rides, 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. Shared facilities may also be useful to pedestrians, mobility scooters, roller blades, scooters, skate boards and others by providing a smooth surface within urban areas to support alternative ways to travel rather than driving. Projects eligible for funding include:

- Off-road bikeways
- Off-road shared paths (2.5m minimum, 3.0m desired)
- On-road bicycle lanes which are physically separated from motorised traffic
- Advisory lanes
- On-road facilities including bike lanes, shoulder widening, line marking, lane and intersection reconfiguration
- Crossing provisions including at-grade treatments, bridges and underpasses
- Mid-trip and end-of-trip facilities (i.e. bike racks, cycle repair stations, lockers, drinking water, showers, toilets, etc)
- Directional and route signage
- Lighting
- Data collection for the purposes of monitoring and reporting on the performance of cycling infrastructure (i.e. counters)
- Marketing, communication, promotion and engagement activities

TMR has indicated that they would investigate providing On-road bike lanes along main roads in the town areas when they come up for surface renewal.

Endorsement is sought for applying for the construction of the below principal routes under 2018-2019 Cycle Network Local Governments Grants Program. The routes are listed in order of suggested priority and the Priority Route Maps of the proposed sections in each town are attached:

Priority	Project	Description	Project Cost
1	Secure Bicycle Parking	Install Bicycle racks as end-of-trip facilities at various locations within Somerset	\$40,000
2	Data collection counter	Install one (1) trial data collection counter for monitoring and reporting on the performance of cycling infrastructure along the Brisbane Valley Rail Trail	\$20,000
3	Clive Street shared path linkage, Fernvale	Install new 2.5m off-road shared path linkage on west side of road from Brisbane Valley Highway path to rail trail	\$155,000
4	Prospect Street from Park to Main St, Lowood	Install new 2.5m off-road shared path on south side of Rd. Includes tree replacement.	\$475,000

5	Toogoolawah shared path from Cressbrook Street to School entrance	Install new 2.5m off-road shared path along rail trail from Cressbrook Street to School entrance	\$190,000
6	Esk shared path from Ipswich Street to Peters Street	Install new 2.5m off-road shared path with counter along rail trail from Ipswich Street (Brisbane Valley Highway) to Peters Street.	\$420,000
7	Lowood shared path from Main Street to Walter Street gully	Install new 2.5m off-road shared path with counter along rail trail from Main to Walter Street gully	\$510,000
8	Fernvale shared path through Memorial Park	Install new 3.0m off-road shared path with counter and lighting along rail trail from Clive Street to Denning Street footpath.	\$460,000
9	Toogoolawah shared path from School entrance to Railway Station	Install new 2.5m off-road shared path with counter along rail trail from School entrance to Railway Station	\$390,000
10	Kilcoy shared path from Service Road North to Industrial Area	Install new 2.5m off-road shared path on north side of highway	\$830,000
11	Toogoolawah shared path from Railway Station to Dingyarra Street	Install new 2.5m off-road shared path along rail trail from Railway Station to Dingyarra Street	\$220,000
12	Fernvale shared path from Memorial Park to Fairney View Fernvale Road	Install new 2.5m off-road shared path along rail trail from Memorial Park to Fairney View Fernvale Road.	\$470,000
13	Lowood shared path from Walter Street gully to Patrick Street	Install new 2.5m off-road shared path with counter along rail trail from Main to Walter Street gully	\$430,000
14	Kilcoy shared path along Service Road North	Install new 2.5m off-road shared path on north side of service road	\$200,000

Attachments

Priority Route Maps for 2018-19 projects

Recommendation

THAT the Chief Executive Officer be authorised to lodge four funding applications under 2018-2019 Cycle Network Local Governments Grants Program beginning with the listed priority project below:

Priority	Project
1	Secure Bicycle Parking
2	Data collection counter
3	Clive Street shared path linkage, Fernvale
4	Prospect Street from Park to Main St, Lowood
5	Toogoolawah shared path from Cressbrook St to School entrance
6	Esk shared path from Ipswich St to Peters St

7	Lowood shared path from Main St to Walter St gully
8	Fernvale shared path through Memorial Park
9	Toogoolawah shared path from School entrance to Railway Station
10	Kilcoy shared path from Service Road North to Industrial Area
11	Toogoolawah shared path from Railway Station to Dingyarra St
12	Fernvale shared path from Memorial Park to Fairneyview Fernvale Rd
13	Lowood shared path from Walter St gully to Patrick St
14	Kilcoy shared path along Service Road North

THAT Council confirm that Council funding of 50% of the estimated project cost is available as Council's partner cash contribution towards each 2018-2019 Cycle Network Local Governments Grants Program proposal.

Decision:

Moved - Cr Hall

Seconded - Cr Choat

"THAT the Chief Executive Officer be authorised to lodge four funding applications under 2018-2019 Cycle Network Local Governments Grants Program beginning with the listed priority project below:

Priority	Project
1	Secure Bicycle Parking
2	Data collection counter
3	Clive Street shared path linkage, Fernvale
4	Prospect Street from Park to Main Street, Lowood
5	Toogoolawah shared path from Cressbrook Street to school entrance
6	Esk shared path from Ipswich Street to Peters Street
7	Lowood shared path from Main Street to Walter Street gully
8	Fernvale shared path through Memorial Park
9	Toogoolawah shared path from School entrance to Railway Station
10	Kilcoy shared path from Service Road North to Industrial Area
11	Toogoolawah shared path from Railway Station to Dingyarra Street
12	Fernvale shared path from Memorial Park to Fairneyview Fernvale Rd
13	Lowood shared path from Walter St gully to Patrick St

14

Kilcoy shared path along Service Road North

THAT Council confirm that Council funding of 50% of the estimated project cost is available as Council's partner cash contribution towards each 2018-2019 Cycle Network Local Governments Grants Program proposal."

Carried

Subject:	Quotation 1052 - Asphalt Surfacing for Somerset Regional Council
File Ref:	Roads - maintenance - reseal program
Action Officer:	WM

Background/Summary

It is Council's practice to utilise asphalt surfacing in commercial/industrial areas, where existing asphalt is present, in urban streets that are completely reconstructed, or where heavy turning movements or steep grades do not support a bitumen seal.

Based on the above practice, Council Officers have recently called quotations for asphalt resurfacing works at four sites across the region as part of its capital works and resealing program. A request for quotation was sought under Local Buy Contract BUS242-1013 – Civil Construction and Road Resurfacing, from five suppliers. All sites can be effectively performed during the day, hence only daywork rates were requested for these asphalt works.

A summary of the project site location follow:

- Site 1: Main Street / Lindemans Roads Intersection, Lowood.
- Site 2: Taylor Street, Kilcoy, from Kennedy to Seib Streets.
- Site 3: McCauley Street, Kilcoy, from Kennedy to Brown Street (past Council Depot).
- Site 4: Ethel Street, Kilcoy, missing section from Hope to Royston Streets (part of street only that was not completed at time of flood recovery works).

Quotations closed on Tuesday 21 October 2017, with submissions received ranging from \$274,842.00 to \$281,882.94. All figures within this report are exclusive of GST. However, it is noted that this quotation is based on a Schedule of Rates Contract and therefore the above figures will change once the actual quantities of work undertaken for individual work items are known.

Quotation Conformance

All Quotations received were considered conforming. Some suppliers chose not to respond to the request for quotation.

Quotation Evaluation

Evaluation of quotations was completed by a quotation assessment team consisting of Council's Works Manager, Andrew Johnson, and Council Works Overseer, Rob Bouchier. The assessment criterion was made available to suppliers with the request for quotation with the criteria consisting of price and ability to comply with the Department of Transport and Main Roads technical specification.

Conforming suppliers were further considered to establish the suitability of their offers and it

was considered that each supplier had experience, knowledge and resources to fulfill this contract and had successfully undertaken relevant civil works for Council in the past.

Based on the quotation assessment, the quotation submitted by RPQ North Coast Pty Ltd is the highest ranked supplier and is considered to offer Council the best value for money for the Asphalt Resurfacing Program at a total cost of \$274,842.

Attachments

Confidential price assessment to be tabled at the Council meeting

Recommendation

THAT the Quotation 1052 - Asphalt Surfacing of four sites within Somerset Region be awarded to RPQ North Coast Pty Ltd for the cost of \$274,742.00 exclusive of GST.

Decision:	Moved - Cr Hall	Seconded - Cr Whalley
	<p>"THAT the Quotation 1052 - Asphalt Surfacing of four sites within Somerset Region be awarded to RPQ North Coast Pty Ltd for the cost of \$274,742.00 exclusive of GST."</p>	
	<u>Carried</u>	

Subject:	Regional Road and Transport Group 2017-18 Program Review
File Ref:	Community services - service provision - regional roads and transport group committee
Action Officer:	WM

Background/Summary

The delivery of the 2017/18 Transport Infrastructure Development Scheme (TIDS) Program is well advanced with one project complete and the second project under construction. With the adoption of the 2017/18 budget and other recent funding announcements (eg Bridge Renewal Program, round 3 - BRP3), the 2017/18 TIDS program requires review. Council is also advised that the Northern South East Queensland Regional Roads and Transport Group (NSEQ RRTG) successfully delivered 100% of its 2016/17 program.

To meet the requirements of the Regional Roads and Transport Alliance the amended 2017/18 TIDS program needs to be presented to the NSEQ RRTG. The Technical Committee is scheduled to meet on 15 November 2017 where this matter will be discussed with endorsement at a later meeting (early 2018) by the Executive Committee. It is noted that the NSEQ RRTG is very flexible in regards to member Councils reviewing project delivery, on the proviso that the overall budget allocation remains unchanged.

Attachment one (1) shows the original 2017/18 TIDS program as last reviewed by Council in January 2017, and Attachment two (2) shows the revised 2017/18 program. Council Officer's provide the following commentary with regard to the revised 2017/18 program:

- Council will note that the Clarendon (aka Main Street) and Lindemans Road intersection has increased in value. Council is advised that the original allocations are set four years ago (i.e. in 2012/13) based on rudimentary information. At that time the final design was unknown and the final extent of works not thoroughly defined. One issue that came up in the final design was the need to construct a retaining wall on the Eastern side of Main Street to cater for the future footpath to the Lowood

Sports Ground (future footpath agreed by Council via a separate report in November 2014). The revised budget allocation will also allow for the first section of the footpath to be constructed from the crossing point in Main Street to Lindemans Road.

- To offset the above cost, Council has come under the original allocation for the intersection works at Glamorgan Vale, Fernvale and Claus Road intersection. These works were completed in a timely manner with no unexpected costs.
- During budget deliberations, the project on Fernvale Road was pushed back in the program and the project on Esk-Crows Nest Road brought forward.
- The project on Atkinson Dam Road (Yellow Gully Bridge) was deferred until the BRP3 was announced. This project was successful under BRP3 and can be removed from the TIDS program. Similarly, Council had identified the Shallcross Bridge project on Gregors Creek Road as a future project on the TIDS program. As this project was also successful under BRP3 it can be removed from the program.

Council is requested to consider and endorse the revised 2017/18 TIDS program to allow it to be approved by the NSEQ RRTG.

Attachments

Attachment 1 – Original 2017/18 TIDS program last reviewed by Council on 11Jan 2017.
Attachment 2 – Revised 2017/18 TIDS program.

Recommendation

THAT Council endorse the revised TIDS Programs 2017/18 for presentation to the Northern South East Queensland Regional Roads and Transport Group Executive Meeting for approval.

Decision:	Moved - Cr Hall	Seconded - Cr Choat
	<p>“THAT Council endorse the revised TIDS Programs 2017/18 for presentation to the Northern South East Queensland Regional Roads and Transport Group Executive Meeting for approval.”</p> <p style="text-align: right;"><u>Carried</u></p>	

Subject:	Operational Report for October 2017
File Ref:	Governance - Reporting - Officer Reports
Action Officer:	CSSA

Background/Summary – Technical Design Team (Michael Kinion)

This team has completed its detailed designs for the 2017/18 capital works projects and is working on survey and planning for forward works list projects. They have provided support to the construction crews on the roadworks at Main Street and Lindemans intersection, Lowood, the shared path on the Brisbane Valley Highway, Fernvale, the construction of the widening of Fairney View-Fernvale Road, Fernvale, Taylors Street, Kilcoy and Gregors Creek Road.

The Technical Design team continue to set out traffic counters within the region to update our information. Our assets system is now updated to include road inspections and cemeteries, it continues to be updated with the stormwater, parks and gardens. CCTV

inspections for the stormwater network have now been completed and are currently being assessed.

Permit	Oct-17	Oct-17
Property Searches	44	31
Land Access Permit	27	56
Property Access Applications	7	10
National Heavy Vehicle Regulator Permits - Dwellings	15	14
National Heavy Vehicle Regulator Permits - Other	11	23

Background/Summary – Works Department (Rob Bouchier)

Weather Conditions:

Rainfall over the region in the past month has caused some lost time on construction jobs such as Fernvale footpath, Fairneyview Fernvale Road, Lindemans Road intersection and Taylor Street, Kilcoy.

Gary Eastell - Foreman:

Northern Maintenance Crew (Nigel Valentine) recently appointed

This crew is continuing with work on the widening and sealing of Fairneyview Fernvale project. This crew has been working on drainage works, illegal tips and some cemetery maintenance during this time. Project has now resumed.

Excavator crew (Dave Bandit)

There have been five (5) burials during October. This crew has continued with ongoing drainage maintenance, clean up of illegal dump sites and drainage works in a number of locations. A new Kubota excavator has been commissioned to this crew.

Landfill (Rob Hester)

The waste operations are continuing as normal at Esk Landfill. Crushing of waste concrete will take place in the next few weeks.

Wayne Kohler - Foreman:

Southern Maintenance Crew (Thomas Varney)

This crew has been working at the Lindemans Road and Main Street intersection job in Lowood, however the wet weather has given us some very wet gravel. This crew undertook drain cleaning on a number of roads during the recent rain. It is anticipated that placement of a seal on this job will happen on Thursday 2/11/17. Asphalt to follow in the near future.

Esk Concrete Crew (Ron Ratcliff)

This crew is continuing with works on Main Street and Lindemans Road intersection project. This crew is also assisting with footpath concrete pours as required at Fernvale.

Doug Freeman - Foreman:

Kilcoy 1 Grader Crew (Stuart Gardner)

This crew completed works on Gregors Creek Road widening and overlay project, with the last prima seal on 9/10/17. Guard rail is being placed week beginning 30 October and second coat seal will be placed 3/11/17. This crew will continue on Kilcoy Murgon Road maintenance grading.

Kilcoy 2 Grader Crew (Lyle Crawford)

This crew continued with the widening kerb and channel project on Taylor Street, Kilcoy, as

the weather permitted. Other works include maintenance on Wagners Lane.

Bob Peters – Foreman:

Austrroads Patching Crew 1 (Clinton McLeod)

This crew continued with ongoing patrols for potholes, assisting with reseal prior works as needed and assisting other crews as required, mostly in the form of asphalt delivery and placement in smaller quantities as required.

Austrroads Patching Crew 2 (Craig Thompson)

This crew continued with ongoing patrols for potholes, assisting with reseal prior works as needed and assisting bitumen crews as required.

Bitumen Crew (James Rolph)

This crew has undertaken ongoing pavement repairs and prior works for reseals. Other works include clean up of slips on TMR roads from recent rain event, TMR pavement repair and surface correction at bridges 4 and 5 on Esk Hampton Road.

Bruce Zinn - Foreman:

Bridge Crew: (Kerry Kubler)

This crew is continuing with the construction of the new concrete footpath from Clive Street to the Fernvale Sports ground. Works at the new footbridge are almost complete with the safety rail for the footpath now in place. Wet weather has caused about 10 days lost time on this project.

Kilcoy Concrete Crew: (directed by Bruce Zinn) job advertised

This crew is assisting with on the footpath job in Fernvale. This crew has also assisted with footpath and drainage work in Taylor Street, Kilcoy.

Nelson Handyside – Senior Foreman:

Repair Crew 1: (Jim Walker)

This crew is continuing with ongoing sign repairs and CSR's. Other works include RMPC signage repairs/replacements on most of the TMR roads in the region and numerous callouts to trees and slips from the recent rains.

Repair Crew 2: (Steve Nutley Acting Ganger)

This crew is continuing with ongoing sign repairs and CSR's. Other works include replace handrail on the footbridge at Moore, clean grates in Lowood from the recent storms, RMPC clean up and sign replacements.

Charlene Meehan – Foreman:

Esk Gardeners:

This crew has been undertaking mowing and garden maintenance activities. The crew has also been undertaking grounds maintenance in preparation for park/community events. It has also participated in the Free Tree Day events held in October.

Esk and Lowood Mowing Crew:

The mowing crew has commenced mowing rounds in response to recent weather events and are undertaking grounds preparation for park/community events. It has assisted with delivering event and residential bins and Free Tree Day events held in October.

Kilcoy Mowing Crew and Gardeners:

This crew has commenced mowing rounds in response to the recent wet weather event and undertaking mowing and garden maintenance activities. It has also participated in the Free Tree Day events held in October.

SRC Slasher Operators:

Slasher operators are undertaking slashing rounds of Council and Main Roads.

Town Stewards:

Town stewards are continuing their usual cleansing duties as well as general mowing, grounds, asset and facility maintenance activities.

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

The mechanics have been continuing with ongoing service and maintenance of Council fleet along with services and repairs to floating plant items. The new Komatsu loader P245 has been placed in operation with the Lowood crew. The monthly check and start test on emergency gensets were carried out at Esk Office, Fernvale Futures and Kilcoy Depot.

Welding Crew:

The welding crew has continued with ongoing repairs to Council assets in and around parks, gardens and buildings around the Region. It has also continued with various repairs to Council plant as required.

Hire Plant:

Trucks, excavators, water trucks, rollers have been hired as needed. Council's bitumen contractor, COLAS continuing with reseals and new work as required.

Background/Summary – Customer Service Requests (Debbie Chandler)

Council received 458 customer service requests for the month of October 2017. A copy of the report is attached for your information.

Recommendation

THAT the report be received.

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

Subject:	Quotation 1046 - Brisbane Valley Rail Trail - Toogoolawah to Harlin Section
File Ref:	Corporate Management - Tendering - Quotations
Action Officer:	WM

Background/Summary

A request for quotation was sought under Local Buy Contract BUS244-1013 – Civil Construction and Road Resurfacing, from four suppliers for civil works associated with the opening of the Brisbane Valley Rail Trail (BVRT) between Toogoolawah and Harlin.

Quotations closed on Thursday 26 October 2017 with submissions received from all suppliers, ranging in value from \$1,002,537 to \$1,878,816 for the delivery of the above-mentioned scope of works on the BVRT. All figures within this report are inclusive of GST. The two lowest quotes received were within the available budget. It should be noted the

amounts shown in this report are amended from the original submission amounts following responses to requests for information requested during the assessment and minor rounding.

These works have been funded under a joint arrangement by the Commonwealth Government, Queensland State Government, and Somerset Regional Council.

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 Engineer, Paul Henderson. 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 Contracting Pty Ltd (A&M) and Brown Contractors Pty Ltd (BC), were further considered to establish the suitability of their offers.

A&M Civil Contracting Pty Ltd

A&M has the past experience, knowledge, and resources to fulfill this contract and has successfully performed various civil works on behalf of Council. A&M also have demonstrated experience on rail trail works having completed works on other sections of the BVRT on behalf of the Department of Transport and Main Roads. A&M offer for the project as per quotation documents is \$1,085,147. A&M have offered to use their road stabilising unit in conjunction with their normal grader crew combination to rejuvenate the trail surface utilizing existing materials in place (ballast, ash etc). This approach will ensure that existing and new materials are incorporated and interlocked and likely to produce a durable trail surface. With this approach, it is anticipated that the volumes of gravel may be reduced leading to savings estimated in the order of \$50,000 to \$100,000, depending on the materials encountered onsite. The alternative method relies on placing a nominal thickness (75mm) of pavement directly upon the prepared existing rail trail surface using a typical grader crew combination.

Within the offer documents, suppliers were requested to provide daywork rates for various plant and equipment, should variations become apparent during the works. Due to the nature of works, and unknowns on this project, it is expected that day work rates will be called upon from time to time. It is advised that A&M rates are on average 32% cheaper to that of BC, hence based on a typical crew combination of Grader, Roller, Water Cart, Body Truck, Loader, Excavator/Bobcat Combo, Light Vehicle and Labourers, A&M rates would equate to a savings of \$2,104 per day (based on 8.5 hour day).

Brown Contractors Pty Ltd

BC has extensive past history fulfilling a large array of civil construction contracts throughout Queensland. However, BC has not previously worked for Somerset Regional Council and have not listed any projects in their past experience that are associated with rail trails. Notwithstanding, based on the type of works BC have performed in the past, it is believed that they have the capability and resources to fulfill this contract. BC offer for the project as per quotation documents is \$1,002,537 which is \$82,610 cheaper than that offered by A&M. BC has offered a savings of up to \$30,000 should Council wish to use an alternative trail paving material to that specified. As the suitability of this alternative material is unknown at this time, this potential opportunity has not been considered during the assessment. While

BC quotation offer is cheaper, should dayworks be ordered as indicated above (ie 32% higher than A&M) the price gap between offers may reduce quickly. For example, based on a 4 month contract and allowing for typical 10% contingency, an estimated additional 2 weeks may be ordered as dayworks, increasing BC cost by \$20,000 to that of A&M for the same timeframe.

BC has advised that their head office / depot is located in Moore Qld where the majority of the plant will be maintained/stored/serviced from there. Some plant may be stored in a suitable park-up area onsite during the works i.e. overnight or on weekends. Council Officers have established that it would not be lawful for the plant to be maintained / stored / serviced at property owned by the Brown's in Moore as no town planning approval exists. This may jeopardise BC ability to undertake this contract based on their present offer.

BC is relatively unknown to project personnel, for this reason, consideration should be given to the risk of higher surveillance and contract administration effort when compared to the other potential Contractors. Initially, a higher level of surveillance would be required until such time the Administrator is satisfied with the quality of the work.

Summary

Based on the quotation assessment, both quotations are closely ranked when considering price and non-price criteria. However, given A&M previous experience with rail trail works and the offer to use specialized equipment at no extra cost to achieve a high level of trail standard, the offer submitted by A&M is considered least risk to Council and the best value for money for the works on the BVRT between Toogoolawah to Harlin.

Attachments

Nil

Recommendation

THAT the Quotation for trail works on Brisbane Valley Rail Trail between Toogoolawah and Harlin be awarded to A&M Civil Contracting Pty Ltd for the cost of \$1,085,147 inclusive of GST.

Decision:	Moved - Cr Whalley	Seconded - Cr Hall
	<p>“THAT the Quotation for trail works on Brisbane Valley Rail Trail between Toogoolawah and Harlin be awarded to A&M Civil Contracting Pty Ltd for the cost of \$1,085,147 inclusive of GST.”</p>	

Carried

Adjournment of Meeting

The meeting adjourned at 10.05am for morning tea, resuming at 10.25am.

Subject:	Service Recognition Policy - EX/003
File Ref:	Policies
Action Officer:	DHRCS

Background/Summary

The Service Recognition Policy for Somerset Regional Council has been reviewed with

amendments made to include service recognition of volunteers. The revised policy is now presented to Council for adoption.

Attachments

- Proposed Somerset Regional Council Service Recognition Policy – EX/003

Recommendation

THAT the proposed Somerset Regional Council Service Recognition Policy – EX/003 be adopted by Somerset Regional Council and the subsequent associated former policy be rescinded and replaced with the reviewed policy as follows –

Policy Subject/Title:

RECOGNITION OF SERVICE

Continuing Employees and Retiring / Resigning
Employees Volunteers

Policy Number:

EX/003

Responsible Officer:

CEO

Legislative or Regulatory Reference:

N/A

Related Policies / Procedures:

N/A

Application:

The policy applies to all employees and volunteers of Somerset Regional Council

Authorised by:

Somerset Regional Council

Approved at:

Ordinary Council Meeting 28 May 2008

Amendment dates:

11 July 2013

14 May 2014

8 November 2017

1. OBJECTIVE

The objective of this policy is to provide Council with guidelines to ensure a fair and equitable termination and/or length of service gift for all employees and volunteers to express appreciation and give recognition to employees and volunteers for their length of service and loyalty to Somerset Regional Council.

To have in place a mechanism to recognise and acknowledge volunteers and employees who have remained employed with Somerset Regional Council (including the former Esk Shire Council and Kilcoy Shire Council) for 10, 15, 20 25, 30, 35, 40 and 45 plus years of continuous service.

2. PURPOSE

Somerset Regional Council recognises the importance of its employees and is committed to recognising and acknowledging an employee's continuous service with Council and providing appropriate rewards for his/her contribution whilst continuing employment and upon retirement/resignation.

Council employs many staff who provide the community with long term uninterrupted service. This long-term service is recognised by Council as beneficial to the community. It encourages the retention of the corporate memory and is an indication of staff morale and organisational effectiveness.

Somerset Regional Council values the commitment and effort of all volunteers and as such

would like to show the volunteers that they are appreciated by rewarding them with an acknowledgment of service.

3. SCOPE

This policy applies to all employees and volunteers of Somerset Regional Council.

4. RESPONSIBILITIES

The Human Resources department is responsible for maintaining accurate files of employee and volunteer years of service and coordinating the recognition of long service gifts and/or presentations.

5. POLICY

That as a matter of policy all employees who have remained employed with Somerset Regional Council (including the former Esk Shire Council and Kilcoy Shire Council) for 10, 15, 20, 25, 30, 35, 40 and 45 plus continuous years be presented with a gift for recognition of service from Council upon reaching the above anniversary dates and/or upon retirement/resignation as per Clause 6 listed below.

Volunteers, on attaining service recognition of ten (10) years and further incremental service each five (5) years, will be presented with a Certificate of Service at an annual presentation to be held in conjunction with a Council meeting towards the end of each calendar year.

6. APPLICATION

Continuing Employees

Council resolves to recognise and acknowledge those staff who have served with Council and made significant contributions to Council activities, work practices and service provision.

All long serving employees with a minimum of 10 years continuous service with Council will be formally acknowledged by a presentation of an appropriate gift, as detailed below, from the Mayor or Chief Executive Officer. The presentation will be held, and a Certificate of Service presented, at the last meeting of the anniversary month (Council meetings are held on the second and fourth Wednesday of every month), followed by morning tea with the Mayor and Councillors.

Employees receiving the presentations should be encouraged to invite their spouse or other suitable guests.

Gifts

- **After 10 years service:**
Inscribed glass wine glass/mug or an appropriate gift of choice to the same value
- **After 15 years service:**
Inscribed pen and case set or an appropriate gift of choice to the same value
- **After 20 years service:**
Inscribed clock or an appropriate gift of choice to the same value

- **After 25 years service:**
Inscribed wine box set or an appropriate gift of choice to the same value
- **After 30 years service:**
Inscribed flask and mug set or an appropriate gift of choice to the same value
- **After 35 years service:**
Inscribed crystal/glass decanter or an appropriate gift of choice to the same value
- **After 40 years service:**
Inscribed silver tray or an appropriate gift of choice to the same value
- **After 45 plus years service:**
Inscribed watch or an appropriate gift of choice to the same value

The applicable Department Director shall ensure that the relevant employees attend the presentation.

A presentation of a Certificate of Recognition will be made to each employee who has reached either 10, 15, 20, 25, 30, 35, 40 or 45 plus years of service during the calendar year.

Retiring/Resigning Employees

That where an employee has served a minimum period of ten (10) years continuous service with Somerset Regional Council (including service with the former Esk Shire Council and Kilcoy Shire Council) and the employee retires, or resigns for other reasons, Council will provide an appropriate gift to be presented to the departing employee. The monetary value of the gift will be calculated on the basis of \$10 for each completed year of service with Council, eg, 20 years of service - \$200.

Employees receiving the presentation should be encouraged to invite their spouse or other suitable guests.

Volunteers

Department supervisors should also be aware of any service recognition and arrange a personal acknowledgement and presentation of appropriate service badge with the volunteer and their peers at the time of the anniversary of service.

Volunteers receiving the presentation should be encouraged to invite their spouse or other suitable guests.

7. Date of Resolution

This policy was approved by the Chief Executive Office and adopted by the Somerset Regional Council on 28 May 2008.

Signed:

Date:

Decision:	Moved - Cr Whalley	Seconded - Cr Brieschke
"THAT the proposed Somerset Regional Council Somerset Regional Council Service Recognition Policy – EX/003 be adopted by Somerset		

Regional Council and the subsequent associated former policy be rescinded and replaced with the reviewed policy as follows –

Policy Subject/Title: RECOGNITION OF SERVICE

Continuing Employees and Retiring / Resigning Employees
Volunteers

Policy Number:	EX/003
Responsible Officer:	CEO
Legislative or Regulatory Reference:	N/A
Related Policies / Procedures:	N/A
Application:	The policy applies to all employees and volunteers of Somerset Regional Council
Authorised by:	Somerset Regional Council
Approved at:	Ordinary Council Meeting 28 May 2008
Amendment dates:	11 July 2013 14 May 2014 8 November 2017

1. OBJECTIVE

The objective of this policy is to provide Council with guidelines to ensure a fair and equitable termination and/or length of service gift for all employees and volunteers to express appreciation and give recognition to employees and volunteers for their length of service and loyalty to Somerset Regional Council.

To have in place a mechanism to recognise and acknowledge volunteers and employees who have remained employed with Somerset Regional Council (including the former Esk Shire Council and Kilcoy Shire Council) for 10, 15, 20 25, 30, 35, 40 and 45 plus years of continuous service.

2. PURPOSE

Somerset Regional Council recognises the importance of its employees and is committed to recognising and acknowledging an employee's continuous service with Council and providing appropriate rewards for his/her contribution whilst continuing employment and upon retirement/resignation.

Council employs many staff who provide the community with long term uninterrupted service. This long-term service is recognised by Council as beneficial to the community. It encourages the retention of the corporate memory and is an indication of staff morale and organisational effectiveness.

Somerset Regional Council values the commitment and effort of all volunteers and as such would like to show the volunteers that they are

appreciated by rewarding them with an acknowledgment of service.

3. SCOPE

This policy applies to all employees and volunteers of Somerset Regional Council.

4. RESPONSIBILITIES

The Human Resources department is responsible for maintaining accurate files of employee and volunteer years of service and coordinating the recognition of long service gifts and/or presentations.

5. POLICY

That as a matter of policy all employees who have remained employed with Somerset Regional Council (including the former Esk Shire Council and Kilcoy Shire Council) for 10, 15, 20, 25, 30, 35, 40 and 45 plus continuous years be presented with a gift for recognition of service from Council upon reaching the above anniversary dates and/or upon retirement/resignation as per Clause 6 listed below.

Volunteers, on attaining service recognition of ten (10) years and further incremental service each five (5) years, will be presented with a Certificate of Service at an annual presentation to be held in conjunction with a Council meeting towards the end of each calendar year.

6. APPLICATION

Continuing Employees

Council resolves to recognise and acknowledge those staff who have served with Council and made significant contributions to Council activities, work practices and service provision.

All long serving employees with a minimum of 10 years continuous service with Council will be formally acknowledged by a presentation of an appropriate gift, as detailed below, from the Mayor or Chief Executive Officer. The presentation will be held, and a Certificate of Service presented, at the last meeting of the anniversary month (Council meetings are held on the second and fourth Wednesday of every month), followed by morning tea with the Mayor and Councillors.

Employees receiving the presentations should be encouraged to invite their spouse or other suitable guests.

Gifts

- **After 10 years service:**
Inscribed glass wine glass/mug or an appropriate gift of choice to the same value
- **After 15 years service:**

Inscribed pen and case set or an appropriate gift of choice to the same value

- **After 20 years service:**
Inscribed clock or an appropriate gift of choice to the same value
- **After 25 years service:**
Inscribed wine box set or an appropriate gift of choice to the same value
- **After 30 years service:**
Inscribed flask and mug set or an appropriate gift of choice to the same value
- **After 35 years service:**
Inscribed crystal/glass decanter or an appropriate gift of choice to the same value
- **After 40 years service:**
Inscribed silver tray or an appropriate gift of choice to the same value
- **After 45 plus years service:**
Inscribed watch or an appropriate gift of choice to the same value

The applicable Department Director shall ensure that the relevant employees attend the presentation.

A presentation of a Certificate of Recognition will be made to each employee who has reached either 10, 15, 20, 25, 30, 35, 40 or 45 plus years of service during the calendar year.

Retiring/Resigning Employees

That where an employee has served a minimum period of ten (10) years continuous service with Somerset Regional Council (including service with the former Esk Shire Council and Kilcoy Shire Council) and the employee retires, or resigns for other reasons, Council will provide an appropriate gift to be presented to the departing employee. The monetary value of the gift will be calculated on the basis of \$10 for each completed year of service with Council, eg, 20 years of service - \$200.

Employees receiving the presentation should be encouraged to invite their spouse or other suitable guests.

Volunteers

Department supervisors should also be aware of any service recognition and arrange a personal acknowledgement and presentation of appropriate service badge with the volunteer and their peers at the time of the anniversary of service.

Volunteers receiving the presentation should be encouraged to invite their spouse or other suitable guests.

7. Date of Resolution

This policy was approved by the Chief Executive Office and adopted by the Somerset Regional Council on 28 May 2008.

Signed: Date: ..."

Carried

Subject:	Community Assistance Grants 2017-18 - Fernvale Campdraft Association - Doc Id 992528
File Ref:	Community Relations - Sponsorships - Donations
Action Officer:	DHRCS

The Chief Executive Officer removed this matter from the agenda, to be deferred to a future meeting.

Decision:	Moved - Cr Whalley	Seconded - Cr Hall
<p>"THAT this matter be removed from the agenda, to be deferred to a future meeting."</p>		
<p><u>Carried</u></p>		

Subject:	Community Assistance Grants 2017-18 - Lowood Show Society Inc - Doc Id 993246
File Ref:	Community Relations - Sponsorships - Donations
Action Officer:	DHRCS

Background/Summary

To assist with the costs of holding the Lowood Show Society Christmas Carnival 2017.

Amount requested:	\$ 1,000
Total cost of project:	\$ 1,800
Amount granted:	\$ 500

Assessor's Summary

The applicant states that the Lowood Show Society Christmas Carnival is held each year to celebrate Christmas and to give back to the local community for their valued support. The 2017 event will include rides for children, face painting and presents. The group will also be providing live entertainment.

Attachments

Nil

Recommendation

THAT the application as summarised in this report be approved for funding and \$500 be

granted to the Lowood Show Society through the Community Assistance Grants budget allocation; plus GST if applicable, to assist with the costs associated with holding the annual Lowood Show Society Christmas Carnival 2017.

Decision:	Moved - Cr Whalley	Seconded - Cr Ogg
<p>“THAT the application as summarised in this report be approved for funding and \$500 be granted to the Lowood Show Society through the Community Assistance Grants budget allocation; plus GST if applicable, to assist with the costs associated with holding the annual Lowood Show Society Christmas Carnival 2017.”</p> <p style="text-align: right;"><u>Carried</u></p>		

Subject:	Tourism and Promotions Report - October 2017
File Ref:	Tourism - Promotions
Action Officer:	CMM

Background

The following is the end of monthly summary of activities relating to the three visitor information centres in Somerset (Esk, Fernvale and Kilcoy) and the Somerset Regional Art Gallery – The Condensery (Toogoolawah) for October.

Visitor Statistics

	Somerset	Brisbane	Other SEQ	Rest of Queensland	Interstate	International	Total
Esk VIC	61	72	115	43	83	32	406
Kilcoy VIC	55	152	172	58	160	33	630
Fernvale VIC	246	128	109	24	32	14	553
SRAG - The Condensery	137	46	29	2	8	8	230

Visitor Motivators

The top three reasons visitors attended each respective centre.

	First	Second	Third
Esk VIC	Tourist drives	Arts and culture	Caravanning and camping
Kilcoy VIC	Caravan and camping	Tourist drives	Environmental Centre
Fernvale VIC	Meetings	Caravan and camping	Events and markets
SRAG - The Condensery	Gallery exhibition	Art and Culture	Tourist Drives

Merchandise Sold

The top three merchandise items sold at each centre.

	First	Second	Third	Total \$ Value
Esk VIC	Stubby cooler/postcard	Water bottle/ bumper sticker/magnet	N/A	\$19
Kilcoy VIC	Water bottle	Yowie Chocolate/ stubby cooler	postcard	\$40
Fernvale VIC	Bumper sticker	Water bottle/postcard/ cooler/magnet	N/A	\$12
SRAG – The Condensery	Bumper sticker	Magnet	N/A	\$2

Volunteers

	Active Volunteers	Non Active Volunteers	Total	Resignations	New Volunteers
Esk VIC	14	-	14	-	0
Kilcoy VIC	14	-	14	-	2- November start
Fernvale VIC	19	1	20	0	0
SRAG - The Condensery	6	2	8	1	2 – November Start
	53	3	56	1	4

Other

The next volunteer famil (Christmas breakup) will be held on Monday, 11 December.

Room Bookings

	Number of Room bookings/hires	Total \$ value from Room bookings/hires
Esk VIC	1	\$0 (SASI exhibition opening)
Kilcoy VIC	6	\$82
Fernvale VIC	22	\$2156
SRAG - The Condensery	0	0
Fernvale Community Hall	31	\$648
Fernvale Showgrounds	1	\$52

Visitor Information Centres Audits

All three Visitor Information Centres underwent an onsite audit on Monday, 28 August.

Visit Queensland sent through audit results on 23 October, with requirements for visitor information services officers to undergo professional development training yearly. All three audits were accepted and information sent to Visit Queensland regarding training to be investigated for officers.

The application process to add an additional visitor information centre at the Somerset Regional Art Gallery is underway and should be completed in early 2018.

Exhibitions

Toogoolawah

Exhibition: Taking Liberties with Nature by Charlotte Sayer

Exhibition Dates: Saturday, 14 October 2017 – Sunday, 3 December 2017

Taking Liberties with Nature by Charlotte Sayer is a family friendly exhibition with fun displays, collections, beautifully coloured artworks, installations, activities and questionnaires for children.

Esk

Glen Rock Gallery exhibitions coordinated by SASI include:

- Margaret Klumpp - Friday, 29 September to Wednesday, 25 October 2017
- Marta Blaszat exhibition - Friday, 27 October to Wednesday, 29 November 2017

Events

Somerset Garden Competition

The inaugural Somerset Garden wrapped up in October with Council receiving 22 entries across three categories. Winners were announced on Monday, 16 October with an official winners presentation occurring at the Council meeting on Wednesday, 25 October 2017.

Christmas Lights Competition

Council is organising its inaugural Somerset Christmas Lights Competition. Advertising has been circulated in the community. Entries open on 1 November 2017 and close on 1 December 2017.

Australia Day Awards Ceremony

Friday, 26 January 2018 – Somerset Civic Centre, Esk

Morning tea and awards ceremony

Nomination forms are available online and have been emailed to bursary recipients and tourism volunteers. Community groups have been contacted with little response. Currently not all categories have received nominations. Nominations close on Friday, 3 November.

Queen's Baton Relay

27 March 2018

Traffic plan is completed as a working document, with a traffic management company still to be selected in December.

Somerset Batonbearers have been publicly announced. GOLDOC visited Kilcoy on Sunday, 27 August for relay and stop timings and venue has been approved.

The next local working group meeting is scheduled for Friday, 24 November. A further public announcement will occur on Friday, 17 November.

Reel Wivenhoe Classic

More details to come.

Promotions

Creating online content for free listings with the Australian Tourism Data Warehouse is ongoing. This will increase online presence for tourism in Somerset. Operators have been encouraged to create their own ATDW listing.

Events are continually updated on the Experience Somerset website.

Electronic signs – events placed on signs throughout the region.

Advertising for the Wot's on in Queensland events and markets guide for 2018 has been secured. A full page ad is to be developed, along with new content and event organisers have been contacted in October for 2018 events. 45 event organisers were contacted only 16 responded.

A full page ad promoting Somerset as a tourism destination is being developed for News Corp publication Explore. Explore is a magazine lift out to be featured in the Gatton Star and Queensland Times later this year.

Graphic design and promotional material/merchandise to support all events is created by the tourism team on an ongoing basis.

All VICs and the gallery have started collecting email addresses from visitors to be included on the electronic newsletter database. It is the intent to have a Somerset Tourism e-newsletter distributed from December 2017.

Trade shows promotions are currently being investigated for 2018.

Social Media

Experience Somerset

Page likes for Experience Somerset as at Wednesday, 1 November: 1818

Breakdown of the page visits per the below.

Date	Page Visits	Page likes	Total Reach	People Engaged	Total Page Likes
26 Sep- 2 Oct	14	0	3340	219	1798
2-8 October	37	2	1880	182	1800
9-15 October	69	8	2659	315	1804
18-24 October	62	2	829	115	1806
24-30 October	64	11	2291	226	1817

Instagram

Followers as at Wednesday, 1 November: 488

Somerset Regional Art Gallery – The Condensery

Facebook page was launched on Thursday, 21 September 2017.

Page likes for Somerset Regional Art Gallery – The Condensery as at Tuesday, 1 November: 164

Breakdown of the page visits per the below -

Date	Page Visits	Page likes	Total Reach	People Engaged	Total Page Likes
22 September – 3 October	220	125	4,532	1,199	142
4 October – 31 October	53	22	4,704	1,519	164

Operator Relationship Building

A VISO and CMM met with Brisbane Marketing on Monday, 30 September to discuss ways forward with promotion of the region and increase engagement of tourism operators in the region. Various options are being considered.

Other:

The tourism team have started work on a strategic develop plan to improve its interactions with tourism operators (existing and potential) in the region over the next 12-18 months.

The Fernvale Visitor Information Centre hosted the ATO Tax Help program once again in 2017. From July through to the end of October, the ATO, supported by Council, assisted around 30 Somerset residents to complete their tax returns for free.

Attachments

Nil

Recommendations

THAT the report be received.

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

Meetings authorised by Council

Nil

Mayor's and Councillors' Reports

Cr Brieschke – Councillor's report

26 October	Toogoolawah Christmas Tree management meeting
27	Mobile Hub, Clock Park, Lowood
1 November	Somerset Dam and District Progress Association meeting
	Toogoolawah Christmas Tree General meeting
4	Brisbane Valley Rail Trail 100 kilometre Ride, check point
	Toogoolawah Ambulance Open Day event
6	Toogoolawah High School P and C meeting

I would like to acknowledge the sad passing of Mrs Val Krisanski of Toogoolawah yesterday. Val is well known in our community for her tireless dedication to the Red Cross, school P and C's, Toogoolawah Ambulance Committee and as Patron of Toogoolawah State High School. A kind heart, Val will be sorely missed.

Cr Gaedtke – Councillor's report

26 October	Kilcoy Chamber of Commerce and Community Inc General Meeting
31 October	Kilcoy Interagency Meeting
31 October	Visit to Local Resident – Linville

01 November	Somerset Dam and District Progress Association Management Committee Meeting
02 November	Brisbane Valley Heritage Trail General Meeting – Yarraman
03 November	Kilcoy State High School Awards Presentation
05 November	Fernvale Car and Motorbike Show

Kilcoy Chamber of Commerce and Community Inc General Meeting

Mr John McAulay was a special guest of the chamber and presented to the membership his vision with respect to reinventing the Kilcoy Yowie. John, who has a long affiliation with Kilcoy and District has also been a professional man all of his working life. John in retirement, is an author and loves to yarn to the travelling public about Kilcoy and District and also loves to tell the story of the Kilcoy Yowie. The meeting supported John's ideas and future vision for this important local fable. I believe that with John's strong commitment and support, this fable can be marketed to ensure the vision continues on well into the future.

Kilcoy Interagency Meeting

Mr Shayne Neumann attended the meeting and acknowledged that Kilcoy has been very fortunate with various successful federal grants. He informed the meeting that the Toogoolawah RSL has been successful in achieving a grant for \$40,000 to upgrade the hall's kitchen. The meeting was informed of other service providers who have moved in to the area and offering support to the wellbeing of the Kilcoy community.

Visit to Local Resident – Linville

This 90-year-old local lady advised that she sees real potential for tourism opportunities in Moore and has actioned her vision by purchasing two blocks of land in Moore. She plans to add the experience of enjoying our region by planting native trees on one of the blocks, and she is considering her options with the second block of land. She is very willing to work with existing tourism businesses in the town of Moore.

Somerset Dam and District Progress Association Management Committee Meeting

The agenda was adhered to and apart from one item, all other business listed on the agenda was discussed. There is a great deal of work to be done to formalise the committee's processes and policies. I am sure this can occur if the majority of the committee members seek a similar outcome.

Brisbane Valley Heritage Trail General Meeting – Yarraman

Much discussion took place around the Brisbane Valley Rail Trail and the South Burnett Rail Trail, and the most efficient method to administer and control this valuable tourism asset. Cr Gavin Jones (or better known as Spud) advised of a major fundraiser for LifeFlight being held at Maidenwell on 2 December. The night will concentrate on woodchopping and the strong following that it has. Our local one-armed chopper, Nick Fredriksen will be competing and David Foster will be the special guest of the night. John and I look forward to being part of the night and representing his Grandfather, Mr Charles Winkel who was World Champion Axeman in the 1940's.

Kilcoy State High School Awards Presentation

A lovely morning weather wise to hold the awards presentation. Students, Teachers, Parents, Family members, Carers and Special Guests enjoyed the effortless ceremony, which ran to clockwork. So very proud of our young community members, once again there were some amazing achievements reached by some students. Well Done! I look forward to fulfilling the role of School Council Chair for another year - 2018.

Fernvale Car and Motorbike Show

Congratulations to Fernvale Youth Inc in hosting an active and well supported event. As a result of the strong sponsorship, there were many great prizes awarded to the various judging categories. Fernvale was abuzz with people, cars, motorbikes and great food.

Decision:	Moved - Cr Ogg	Seconded - Cr Choat
	"THAT the verbal and written reports of Cr Brieschke and Cr Gaedtke be received and the contents noted."	
		<u>Carried</u>

Receipt of Petition

Nil

Consideration of notified motions

Nil

Reception of notices of motion for next meeting

Nil

Items for reports for future meetings**Leopard Trees in Toogoolawah**

Cr Brieschke requested a report be prepared regarding what can be done regarding the leopard trees in Toogoolawah, as a result of trimming by Energex.

Decision:	Moved – Cr Brieschke	Seconded - Cr Hall
	"THAT Council officers prepare a report regarding what can be done regarding the leopard trees in Toogoolawah, as a result of trimming by Energex."	
		<u>Carried</u>

Lowood Entry near Slip Gully

Cr Ogg requested a report be prepared on what our official capacity treating the entrance into Lowood, commonly referred to as Albert Park. Add some official maintenance to keep it as a clean entrance into Lowood and what is our official capacity.

Decision:	Moved – Cr Ogg	Seconded - Cr Gaedtke
	"THAT Council officers prepare a report on maintenance options to increase slashing regularity between Forest Hill Fernvale road and the rail trail, near Slip Gully."	
		<u>Carried</u>

Visitors to meeting

Ms Robyn Sanguinetti attended the meeting and addressed Councillors regarding use of Pipeliner Park by Esk Markets and raised some matters to be considered to improve the use of the Park by the Esk Markets. Ms Sanguinetti also presented a written submission.

Closure of Meeting

Summary

There being no further business, the Mayor, Cr Graeme Lehmann closed the meeting at 10.55am.