



**Minutes of Ordinary Meeting
Held Wednesday 13 February 2019**

*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 J Bradshaw	(Chief Executive Officer)
Mr M McGoldrick	(Director Corporate and Community Services)
Mr A Johnson	(Director Operations)
Mr P Tabulo	(Director Planning and Development)
Mr G Smith	(Director Finance)
Mrs K Jones	(Director HR and Customer Service)
Mrs S Pitkin	(Minute Secretary)
Mrs H Golinski	(Minute Secretary - Assisting)
Ms M Maesele	(Communications and Marketing Manager)

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Opening of Meeting

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

Leave of Absence

Nil

Confirmation of Minutes**Decision**

Moved – Cr Choat

Seconded – Cr Brieschke

“THAT the Minutes of the Ordinary Meeting held on 23 January 2019 as circulated to all Members of Council be confirmed”.

Carried

Business arising out of minutes of previous meeting

Nil

Matters of Public Interest**Cr Brieschke - Matters of public interest**

I would like to note the announcement by SEQWater on the reconstruction of the Linville Water Treatment Plant this year. This is a welcomed project by the Linville community which has been receiving water by tanker since the 2013 flood event damaged the current facility. Work is scheduled to commence in July 2019 and expected to take approximately 6 months to complete.

Cr Choat - Matters of public interest

The past year has seen our Queensland agriculture sector experience devastation by drought and more recently floods. Somerset residents must remember that our local economy is based largely on agriculture and that we must support the sector in any way we can.

It is pleasing to have our high schools in Somerset delivering fine agriculture studies programs for our future farmers and support industry workers. Kilcoy and Toogoolawah high schools both run very successful agriculture programs and I hope to see that offered for Lowood students in the future.

Last week I was pleased to present the Kilcoy State High Agriculture Department with a gift of four Australorp bantams for their poultry studies section. The Australorp is of course Australia's national fowl and I look forward to seeing Kilcoy High do well with exhibiting and breeding those fowls into the future.

Cr Gaedtke - Matters of public interest

15 February Kilcoy Cares Book Launch “Inclusion”

25 February Toogoolawah State High School Student Leaders Investiture

Absolutely brilliant news that Linville will receive a \$2 million water treatment plant. The construction of the plant is due to commence in July 2019 and be completed within a six-month period, subject to weather conditions. The funds have been budgeted by SEQWater and the plant will be larger, to house an improved water quality monitoring station and will draw water locally.

On a much sadder note, the devastation that has occurred in the northern and inland Local Government areas has been unprecedented. The catastrophic deluge event becomes absolutely unthinkable and unbelievable especially when listening to the Mayors of the affected areas speak on behalf of their communities. The impact of the unprecedented 1 in 500-year flood will carry economic, emotional, social, environmental, biosecurity, health and numerous challenges and consequences.

Mayor Lehmann - Matters of public interest

Mayor Graeme Lehmann read a text message from the President of Kilcoy Racing Club Inc regarding the recent success with grant funding, thanking the Chief Executive Officer and all Councillors for their efforts in assisting racing in Kilcoy.

Subject:	Development Application No 18249 - Application for a Development Permit for a Material Change of Use for a Dwelling house (Secondary dwelling)
File No:	DA18249
Assessment No:	81125-30000-000
Action Officer:	SP-JB

1.0 APPLICATION SUMMARY

Subject Land

Location	11 Billy Green Drive, Villeneuve
Real Property Description	Lot 17 SP152646
Area	3.03 hectares
Current land use	Residential – Dwelling and associated domestic outbuilding
Easements and Encumbrances	Easement G on SP152646 – High voltage _33 Electricity Transmission easement

Somerset Region Planning Scheme Version Three

Zone	Rural
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Shaping SEQ: SEQ Regional Plan 2017

Land Use Category	Regional Landscape and Rural Production Area
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Application

Proposed development	Dwelling House (Secondary Dwelling)
Level of Assessment	Code
Applicant/s	Stephen and Shirley-Anne Perry
Applicants contact details	11 Billy Green Drive VILLENEUVE QLD 4514

Date application received	Email: slpconsult@hotmail.com 13 December 2018
Date properly made	3 January 2019

Referral Agencies

Concurrence Agencies	Nil
Advice Agencies	Energy Queensland (Energex Limited)
Third Party Advice Agencies	Nil

Recommendation

Approve the Development Application No 18249 subject to the requirements and conditions contained in the Schedules and Attachments.

2.0 PROPOSAL

The applicant proposes to establish a Secondary Dwelling on site described as Lot 17 SP152646, situated at 11 Billy Green Drive, Villeneuve. The existing Dwelling House will continue to be occupied by the landowners and the proposed Secondary dwelling will be occupied by their relatives.

The proposed Secondary Dwelling is to be sited within an existing cleared building footprint in the southern region of the property, approximately 20m east of the primary Dwelling. The proposed Secondary dwelling has a setback more than 15m from all boundaries; and is designed as a one-bedroom split-level building with a proposed height of approximately 8.5m above the ground level. The development will be designed with two covered parking spaces.

The total gross floor area of the secondary dwelling is 36m², which is 29% of the gross floor area of the Principal dwelling. The occupants of the secondary dwelling will continue to use the existing access from Billy Green Drive. No vegetation will be removed to accommodate the proposed development. The site, proposed floor and elevation plans are provided at Attachments 1, 2 and 3.

3.0 SITE DETAILS AND SURROUNDING LAND USES

The site is a rural property and is irregular in shape. The site is currently improved by an existing Dwelling house and domestic outbuilding. A dam and dry water course are sited within the western region of the property. The site contains limited stands of vegetation and has a moderate slope to the west.

A high voltage electricity transmission easement is located within the western region of the site.

The site boundaries are defined by Villeneuve Road to the north, Billy Green Drive to the west and rural properties to the remaining directions. The proposed Secondary dwelling building area is not known to be prone to slip, subsidence, erosion or inundation.

The property is surrounded by similar sized rural properties that typically contain detached dwellings and associated outbuildings. The property is not located in proximity to any known extractive resource activities or intensive animal industries.

4.0 STATE ASSESSMENT

This application is made under the provisions of the *Planning Act 2016*. As such it is subject to the requirements of the Act, other relevant Acts, the *Planning Regulation 2017*, the State Planning Policy, and the South-East Queensland Regional Plan.

4.1. STATE PLANNING POLICY

As the Minister has identified that the State Planning Policy (SPP) has been reflected in the Somerset Region Planning Scheme (per section 2.1 of the planning scheme), the proposed development does not require assessment against the SPP's 'assessment benchmarks'.

4.2. VEGETATION MANAGEMENT ACT 1999

As per the Department of State Development, Manufacturing, infrastructure and Planning's DA Mapping, the proposed building footprint does not contain regulated vegetation. Therefore, the application did not require referral or assessment by State Government.

4.3 ENVIRONMENTAL PROTECTION ACT 1994

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

5.0 COUNCIL ASSESSMENT

An assessment against the relevant parts of the Planning Scheme is set out below.

5.1 Strategic Framework

An assessment against the Strategic Framework was not required as the proposed development is not an impact assessable development.

5.2 Code Compliance Summary

Applicable Code	Performance Outcomes	Compliance with Overall Outcomes
Rural Zone code	Complies	Yes
Dwelling House code	Complies	Yes
Transport, access and parking code	Complies	Yes
Biodiversity overlay code	Complies	Yes
Bushfire Hazard overlay code	Complies	Yes
Catchment management overlay code	Complies	Yes
Infrastructure overlay code	Complies	Yes
Landslide hazard overlay code	Complies	Yes
Scenic Amenity	Complies	Yes

The proposed development complies with all the relevant acceptable outcomes of the above codes.

6.0 OTHER PLANNING CONSIDERATIONS

Trunk Infrastructure and Services

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

6.1 Water Supply and Sewerage

The subject land is not located within an area serviced by a reticulated water supply network. The applicants propose to install a 20,000L potable water supply as well as a 1,000L water tank to be positioned above the level of the dwelling and gravity fed to the secondary dwelling. Given the property is affected by the Bushfire Hazard overlay, it is considered that a condition be included requiring the installation of 45,000L of water storage capacity for potable and general use; and for fire-fighting purposes.

The subject land is not located within an area serviced by a reticulated sewerage network. The primary residence is serviced by a Biocycle Aerated Waste Water Treatment System and approximately 300 sqm of disposal area. An Onsite Soil Investigation was undertaken by ASI

(Australian Soil Investigations) to determine if the existing Waste Water Treatment System has sufficient capacity to deal effectively with the additional load from the proposed secondary dwelling.

ASI is satisfied the existing system is functioning properly and supports the proposed secondary dwelling being connected to the existing system, subject to conditions being included in any approval of the development application.

6.2 Stormwater/Drainage

The proposed development is not considered to have any adverse impacts upon stormwater and drainage. However, the land owner must ensure that stormwater is connected to a legal point of discharge and designed in accordance with the Queensland Urban Drainage Manual.

6.3 Transport Network

The proposed development is not considered to unreasonably burden upon local transport networks. There is no associated infrastructure charge for dwellings of this type within the region.

6.4 Parks and Open Space Network

The proposed development is not considered to have any adverse impacts upon the Parks and open space network. The development is not located within the identified Public Parks and Community Land Service Catchment and therefore, there is no associated infrastructure charge for the proposed development.

6.5 Services

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

6.6 Infrastructure Charges

There are no Infrastructure Charges applicable to this type of development under Council's current Charges Resolution.

6.7 Environment

The proposed development will not result in environmental degradation.

6.8 Heritage

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

7.0 STATE AGENCY REFERRALS

7.1 Concurrence Agencies

There are no Concurrence Agencies relating to this application.

7.2 Advice Agencies

The development application was referred to Energy Queensland (Energex Limited) as an Advice Agency per Part 2 of the Development Assessment Rules, as part of the site is subject to an easement for a High Voltage Electricity Transmission easement.

Energex Limited has provided a referral agency response supporting the proposed development, subject to the easement conditions being maintained always. A copy of the referral agency response is provided at Attachment 4 and will be included in Council's Decision Notice.

7.3 Third Party Advice Agencies

There are no Third-Party Advice Agencies relating to this application.

8.0 CONCLUSION

The proposed secondary dwelling will not result in over development of the site and is of a low scale. The proposal complies with all applicable assessment benchmarks of the relevant codes, per the Somerset Region Planning Scheme version three.

9.0 ATTACHMENTS

1.	Site Plan of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 3, dated 21.10.2018 and prepared by Superdraft Architecture.
2.	Floor Plan of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 5, dated 21.10.18 and prepared by Superdraft Architecture.
3.	Elevations Drawing of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 6, dated 21.10.18 and prepared by Superdraft Architecture.
4.	Energex Limited referral agency response (with conditions) dated 09 January 2019 and referenced HBD 6422598.

Recommendation

THAT Council approve the Development Application for a Development Permit for a Material Change of Use for a Dwelling house (Secondary dwelling) on land described as Lot 17 SP152646 and situated at 11 Billy Green Drive, Villeneuve subject to the requirements and conditions contained in the Schedules and Attachments.

THAT the Council report for this application be published to the website as Council's Statement of Reasons in accordance with the *Planning Act 2016*.

SCHEDULE 1 – GENERAL CONDITIONS		
<i>Assessment Manager</i>		
No	Condition	Timing
1.1	Carry out the development in general accordance with the material contained in the development application, supporting documentation and the plan(s) and reports listed below, except where amended by these conditions of approval.	At all times.
	Site Plan of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 3, dated 21.10.2018 and prepared by Superdraft Architecture.	
	Floor Plan of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 5, dated 21.10.18 and prepared by Superdraft Architecture.	
	Elevations Drawing of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 6, dated 21.10.18 and prepared by Superdraft Architecture.	
	Australian Soil Investigations Report on proposed Secondary Dwelling and existing Septic System at 11 Billy Green Drive, Villeneuve dated 10 December 2018 referenced 180311(L1).	
1.2	Building works and plumbing and drainage works approvals must be gained.	Prior to the commencement of use.
1.3	Provide a minimum storage capacity of 45,000-litre rain water tank supply capable of capturing roof run-off and connected to	Prior to commencement of

	service all domestic water consumption needs of the "Secondary Dwelling".	the use.
1.4	Replace missing sprinkler and size hoses at 6.5m of the existing onsite Biocycle Aerated Waste Water Treatment System.	Prior to occupancy of the secondary dwelling.
1.5	Should the existing onsite Biocycle Aerated Waste Water Treatment System begin to show signs of failure or overflow the landowners must upgrade the system to be in accordance with current Australian Standards.	At the time of failure.
1.6	The maximum population and fixture number stated in the Australian Soil Investigations Report (ASI) for the proposed Secondary Dwelling, reference 180311(L1) dated 10 December 2018, is not to be exceeded.	At all times.
1.7	Regular maintenance of the existing onsite Biocycle Aerated Waste Water Treatment System must be undertaken.	At all times.
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
2.1	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions.	At all times.
	EARTHWORKS	
2.2	The foundation design of the proposed dwelling must be certified by a Registered Professional Engineer of Queensland (RPEQ) for the proposed location. A copy of the Certified foundation design is to be submitted to Council.	As part of Building Application for the dwelling house (secondary dwelling).
	VEHICLE ACCESS	
2.3	All vehicular access for new allotments shall provide convenient and safe access and egress from the site in accordance with Somerset Regional Council Design Standards.	At all times.
2.4	The landowner is responsible for the maintenance of vehicular access, from the road carriageway of Billy Green Drive to the property boundary to an all-weather standard. <i>NOTE: All-weather standard is an access which is capable of being traversed by a two-wheel drive vehicle during and after a storm event with no significant damage or deformation to the access. Maintenance will be performed to preserve the access as all weather. Drainage structures are to be placed in water courses that have flowing water greater than 200mm in depth during non-storm events.</i>	At all times.

	STORMWATER	
2.5	Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
	EROSION AND SEDIMENT CONTROL	
2.6	Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will: <ul style="list-style-type: none">• Be required to install additional measures.• Be responsible for the restoration work.	During the project.
SCHEDULE 3 – ENVIRONMENTAL		
Assessment Manager		
No	Condition	Timing
3.1	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times.
3.2	All construction / demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	Prior to commencement of the use.
SCHEDULE 4 – REFERRAL AGENCY		
Energy Queensland (Energex Limited)		
Advice Agency Response		
4.1	Pursuant to section 62 of the <i>Planning Act 2016</i> the Assessment Manager must, other than to the extent a referral agency's response provides advice, comply with all referral agency responses and include conditions exactly as stated in the response.	
4.2	The development application was referred to Energy Queensland (Energex Limited) as a referral agency (Advice Agency) per Part 2 of the Development Assessment Rules, because part of the site is subject to an easement for a High Voltage Electricity Transmission easement. Energex Limited has provided a referral agency response supporting the proposed development, subject to the easement conditions being maintained always.	
4.3	Advice Agency response dated 09 January 2019 and referenced HBD 6422598.	
4.4	Advice Agency response will be attached to Council's Decision Notice for DA18249.	
SCHEDULE 5 – ADVISORY NOTES		
Assessment Manager		
This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> , and development may commence in accordance with section 72.		

Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the first change of the use under the approval does not start within the 'currency period' – being six (6) years starting the day the approval takes effect.
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.
Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards.
Comply with relevant provisions of the Somerset Region Planning Scheme; Planning Scheme Policies and Local Laws.
A legible copy of this development approval package is to be available on the premises, at all times, during construction.
Pay to Council any outstanding rates, charges or expenses levied by Council over the subject land, before the change happens.
The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the <i>Planning Act 2016</i> . For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the <i>Planning Act 2016</i>).

Attachments for the Decision Notice include:

Site Plan of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 3, dated 21.10.2018 and prepared by Superdraft Architecture.
Floor Plan of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 5, dated 21.10.18 and prepared by Superdraft Architecture.
Elevations Drawing of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 6, dated 21.10.18 and prepared by Superdraft Architecture.
Australian Soil Investigations Report on proposed Secondary Dwelling and existing Septic System at 11 Billy Green Drive, Villeneuve dated 10 December 2018 referenced 180311(L1).
Energex Limited referral agency response (advice agency) dated 09 January 2019 referenced HBD 6422598.

Decision:

Moved - Cr Choat

Seconded - Cr Brieschke

"THAT Council approve the Development Application for a Development Permit for a Material Change of Use for a Dwelling house

(Secondary dwelling) on land described as Lot 17 SP152646 and situated at 11 Billy Green Drive, Villeneuve subject to the requirements and conditions contained in the Schedules and Attachments.

THAT the Council report for this application be published to the website as Council's Statement of Reasons in accordance with the *Planning Act 2016*.

SCHEDULE 1 – GENERAL CONDITIONS

Assessment Manager

No	Condition	Timing
1.1	Carry out the development in general accordance with the material contained in the development application, supporting documentation and the plan(s) and reports listed below, except where amended by these conditions of approval.	At all times.
	Site Plan of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 3, dated 21.10.2018 and prepared by Superdraft Architecture.	
	Floor Plan of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 5, dated 21.10.18 and prepared by Superdraft Architecture.	
	Elevations Drawing of proposed Secondary Dwelling at 11 Billy Green Drive Villeneuve, Job No. SD18-082-Rev E Sheet 6, dated 21.10.18 and prepared by Superdraft Architecture.	
	Australian Soil Investigations Report on proposed Secondary Dwelling and existing Septic System at 11 Billy Green Drive, Villeneuve dated 10 December 2018 referenced 180311(L1).	
1.2	Building works and plumbing and drainage works approvals must be gained.	Prior to the commencement of use.
1.3	Provide a minimum storage capacity of 45,000-litre rain water tank supply capable of capturing roof run-off and connected to service all domestic water consumption needs of the "Secondary Dwelling".	Prior to commencement of the use.
1.4	Replace missing sprinkler and size hoses at 6.5m of the existing onsite Biocycle Aerated Waste Water Treatment System.	Prior to occupancy of the secondary dwelling.
1.5	Should the existing onsite Biocycle Aerated Waste Water Treatment System begin to show signs of failure or overflow the landowners must upgrade the system to be in accordance with current Australian Standards.	At the time of failure.
1.6	The maximum population and fixture number stated in the Australian Soil Investigations Report (ASI) for the proposed Secondary Dwelling, reference 180311(L1) dated 10 December 2018, is not to be exceeded.	At all times.
1.7	Regular maintenance of the existing onsite Biocycle Aerated	At all times.

	Waste Water Treatment System must be undertaken.	
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
2.1	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions.	At all times.
EARTHWORKS		
2.2	The foundation design of the proposed dwelling must be certified by a Registered Professional Engineer of Queensland (RPEQ) for the proposed location. A copy of the Certified foundation design is to be submitted to Council.	As part of Building Application for the dwelling house (secondary dwelling).
VEHICLE ACCESS		
2.3	All vehicular access for new allotments shall provide convenient and safe access and egress from the site in accordance with Somerset Regional Council Design Standards.	At all times.
2.4	The landowner is responsible for the maintenance of vehicular access, from the road carriageway of Billy Green Drive to the property boundary to an all-weather standard. <i>NOTE:</i> All-weather standard is an access which is capable of being traversed by a two-wheel drive vehicle during and after a storm event with no significant damage or deformation to the access. Maintenance will be performed to preserve the access as all weather. Drainage structures are to be placed in water courses that have flowing water greater than 200mm in depth during non-storm events.	At all times.
STORMWATER		
2.5	Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
EROSION AND SEDIMENT CONTROL		
2.6	Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will: <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. 	During the project.
SCHEDULE 3 – ENVIRONMENTAL		
<i>Assessment Manager</i>		
No	Condition	Timing
3.1	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must	At all times.

	be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	
3.2	All construction / demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	Prior to commencement of the use.
SCHEDULE 4 – REFERRAL AGENCY Energy Queensland (Energex Limited) Advice Agency Response		
4.1	Pursuant to section 62 of the <i>Planning Act 2016</i> the Assessment Manager must, other than to the extent a referral agency's response provides advice, comply with all referral agency responses and include conditions exactly as stated in the response.	
4.2	<p>The development application was referred to Energy Queensland (Energex Limited) as a referral agency (Advice Agency) per Part 2 of the Development Assessment Rules, because part of the site is subject to an easement for a High Voltage Electricity Transmission easement.</p> <p>Energex Limited has provided a referral agency response supporting the proposed development, subject to the easement conditions being maintained always.</p>	
4.3	Advice Agency response dated 09 January 2019 and referenced HBD 6422598.	
4.4	Advice Agency response will be attached to Council's Decision Notice for DA18249.	
SCHEDULE 5 – ADVISORY NOTES <i>Assessment Manager</i>		
This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> , and development may commence in accordance with section 72.		
Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the first change of the use under the approval does not start within the 'currency period' – being six (6) years starting the day the approval takes effect.		
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .		
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.		
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.		
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.		
Landowners are responsible for the construction and maintenance of any vehicular access		

for the property, from the road carriageway to property boundary in accordance with Council's standards.

Comply with relevant provisions of the Somerset Region Planning Scheme; Planning Scheme Policies and Local Laws.

A legible copy of this development approval package is to be available on the premises, at all times, during construction.

Pay to Council any outstanding rates, charges or expenses levied by Council over the subject land, before the change happens.

The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the *Planning Act 2016*. For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the *Planning Act 2016*)."

Carried

Subject:	Development Application No 18210 - Application for a Development Permit for a Material Change of Use for a Dwelling house
File No:	DA18210
Action Officer:	PO – RC
Assessment No:	02121-00000-000

1.0 APPLICATION SUMMARY

Subject Land

Location	21 Abbotsford Street, Toogoolawah
Real Property Description	Lot 1 on RP44770
Area	890m ²
Current land use	Community hall and Community radio station

Somerset Region Planning Scheme Version Three

Zone	Community facilities
------	----------------------

ShapingSEQ

Land Use Category	Urban Footprint
-------------------	-----------------

Application

Proposed Development	Dwelling house
Category of Assessment	Impact
Applicant/s	Ken Ratcliffe
Applicants contact details	Reg Holland PO Box 79 Toogoolawah QLD 4313 Email: louisereg@live.com.au
Owner/s	Kenneth Ratcliffe
Date application received	29 November 2018
Date properly made	29 November 2018

Referral Agencies

Concurrence Agencies	None required
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Public Notification
Submissions received

Required
Zero

Recommendation

Approve the Development Application No 18210 subject to the requirements and conditions contained in the Schedules and Attachments.

2.0 PROPOSAL

The applicant proposes to retain and repurpose the existing structure to be used for residential uses. The building was originally used as a Country Women's Association meeting hall and a community radio station. These uses have now been abandoned.

The existing structure is single storey, slightly raised above ground but does not reach the maximum height of 8.5m above the ground level. The siting of the existing structure will remain unchanged and no further intensification of the structure has been proposed as part of this application. The proposed Dwelling house has a setback of 6.133m from the primary street frontage (Abbotsford Street) and a setback of more than 2.5m to all remaining boundaries. Access to the property will be maintained at Abbotsford Street. The proposed site, floor and elevation plans are provided at Attachments 1, 2 and 3.

3.0 SITE DETAILS AND SURROUNDING USES

The subject site is a regular shaped property currently improved by an existing structure. The site is located in the residential area of Toogoolawah with boundaries defined by Abbotsford Road to the east, Fulham Street to the south, and other residential properties to the remaining directions. The applicant has not proposed removal of existing vegetation. The site relatively flat. The proposed development footprint is not known to be prone to subsidence, erosion or inundation.

The surrounding land uses are a mixed of residential, community and commercial uses, consisting of similar size lots. The site is not located close to any known extractive resource activities or intensive animal industries.

4.0 STATE ASSESSMENT

4.1 Vegetation Management Act 1999

As per the Department of State Development, Manufacturing, Infrastructure and Planning's Development Assessment Mapping System, the proposed development footprint contains regulated vegetation but does not require further referral to the State government.

4.2 Environmental Protection Act 1994

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

4.3 Planning Regulation 2017

The application does not require assessment against the *Planning Regulation 2017*.

5.0 COUNCIL ASSESSMENT

An assessment against the relevant parts of the planning scheme is set out below.

5.1 Code Compliance Summary

Applicable Code	Compliance with Overall Outcomes	Performance Outcomes
Community facilities zone code	Yes	Complies
Dwelling house code	Yes	Complies
Transport, access and parking code	Yes	Complies

6.0 OTHER PLANNING CONSIDERATIONS

6.1 Trunk Infrastructure and Services

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

6.2 Water Supply and Sewerage

The subject land is located within the Sewer and Water Declared Area and so conditions will be included requiring the development to be connected to the reticulated sewer network and water supply network.

6.3 Stormwater/Drainage

The proposed development is not considered to have any adverse impacts upon stormwater and drainage.

A condition requiring the land owner to ensure that stormwater is delivered to a legal point of discharge and designed in accordance with the Queensland Urban Drainage Manual has been included in the Schedules of Conditions.

6.4 Transport network

The proposed development is not considered to unreasonably burden upon local transport networks. There is no associated infrastructure charge for dwellings of this type within the region.

6.5 Parks and Open space

The proposed development is not considered to have any adverse impacts upon the Parks and open space network.

6.6 Infrastructure charges

As discussed above, there are no Infrastructure Charges applicable to this Dwelling house under Council's current Charges Resolution.

6.7 Environment

The proposed development will not result in environmental degradation.

6.8 Heritage

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

7.0 STATE AGENCY REFERRALS

There were no applicable referral agencies to this application, in accordance with the provisions of the *Planning Regulation 2017*.

8.0 PUBLIC NOTIFICATION

Public notification of the application was carried out in accordance with the provisions of the *Planning Act 2016*. The public was invited to make a submission between the 10 January 2019 to 1 February 2019. Council has received the 'Notice of Compliance' in accordance with

the requirements of the Act.

During the notification period, zero submissions were received for the proposed development.

9.0 CONCLUSION

The development proposes to retain and repurpose the existing structure to a residential use. The site identified by the planning scheme as Community facilities zone but is located within the existing residential area of Toogoolawah. It is considered the proposed use is suitable for the area. The proposed development has been assessed against and complies with all applicable assessment benchmarks.

10.0 ATTACHMENTS

1.	Site Plan – Street Scape, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849-01, Revision B, Issue 1, Dated September 2018.
2.	Proposed Floor Plan, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849_03, Revision B, Issue 1, Dated September 2018.
3.	Elevations, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849_04, Revision B, Issue 1, Dated September 2018.

Recommendation

THAT Council approve the Development Application No. 18210 for a Development Permit for a Material Change of Use for a Dwelling house on land described as Lot 1 on RP44770 and situated at 21 Abbotsford Street, Toogoolawah subject to the requirements and conditions contained in the Schedules and Attachments.

THAT Council report for this application be published to the website as Council's Statement of Reasons in accordance with the s63(5) of the *Planning Act 2016*.

SCHEDULE 1 – GENERAL CONDITIONS		
<i>Assessment Manager</i>		
No	Condition	Timing
1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval. Site Plan – Street Scape, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849-01, Revision B, Issue 1, Dated September 2018. Proposed Floor Plan, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849_03, Revision B, Issue 1, Dated September 2018. Elevations, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849_04, Revision B, Issue 1, Dated September 2018. Structural Condition Report, Prepared by Hendriks House Consulting Engineers, Ref: 4667, Rev A, Dated 21 November 2018.	At all times
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times
1.3	A legible copy of this development approval package is to be available on the premises at all times during construction.	At all times during the construction phase

1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Before the change happens
1.5	<p>Unless connected to a reticulated water supply network, provide a minimum water supply storage capacity of 45,000 Litres capable of capturing roof run-off and connected to service all domestic water consumption needs of the development.</p> <p>Or</p> <p>Unless connected to a reticulated water supply network, provide the development with a drinkable water supply from an approved bore, and a tank with a minimum water supply storage capacity of 10,000 Litres connected to service all domestic water consumption needs of the development.</p> <p><i>Note: The result of the Standard Drinking Water Test is to be provided to Council.</i></p>	Before the change happens
1.6	Unless connected to a reticulated sewerage network, provide an on-site effluent disposal system that is compliant with the relevant Australian standards.	Before the change happens
1.7	Building works and plumbing and drainage works approvals must be gained.	Before the commencement of use
	Reclassifying the structure	
1.8	Reclassify the structure to a Class 1 structure.	Before the commencement of use
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
	Public Utilities/Infrastructure	
2.1	Bear the cost of any alterations necessary to public utilities resulting from compliance with the conditions of this approval.	At all times
2.2	Meet the cost of all works carried out to infrastructure, services and public utilities, including any alterations resulting from compliance with these conditions whether carried out by Council, or otherwise.	At all times
2.3	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	At all times
	Stormwater drainage	
2.4	Ensure Stormwater drainage is delivered to a lawful point of	At all times

	discharge	
2.5	Stormwater drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
	Vehicle access	
2.6	The landowner is responsible for construction and maintenance of vehicular access for the property, from the road carriageway to property boundary in accordance with Council's Policy and Standards, and to an all-weather standard.	At all times
	Erosion and sediment control	
2.7	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> ▪ Be required to install additional measures ▪ Be responsible for the restoration work. <p>Should the developer fail to complete the works determined by Council within the specific time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times
SCHEDULE 3 – ENVIRONMENTAL		
<i>Assessment Manager</i>		
No	Condition	Timing
3.1	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times
3.2	All construction / demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	During construction phase
3.3	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> ▪ Burn or bury waste generated in association with this development approval at or on the development site; nor ▪ Allow waste generated in association with this development approval to burn or be burnt or buried at or on the development site; nor ▪ Stockpile any waste on the development site. 	At all times
3.4	The holder of this development approval must not:	During construction

	<ul style="list-style-type: none"> Release stormwater runoff into a roadside gutter/swale, stormwater drain or water that results in a build-up of sand, silt or mud in the gutter, drain or water; or Deposit sand, silt or mud in a roadside gutter, stormwater drain or water; or in a place where it could reasonably be expected to move or be washed into a roadside gutter/swale, stormwater drain or water and result in a build-up of sand, silt or mud in the gutter, drain or water. 	phase
SCHEDULE 4 – ADVICE		
<i>Assessment Manager</i>		
This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> . [A copy of section 71 will be enclosed with the Decision Notice].		
Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the first change of the use under the approval does not start within the 'currency period' – being six (6) years starting the day the approval takes effect.		
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .		
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.		
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.		
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Operations department if in Council's opinion a dust nuisance exists.		
The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the <i>Planning Act 2016</i> . For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the <i>Planning Act 2016</i>).		
Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards.		
This development approval is for the proposed development only. Any additional uses/structures, if triggers assessable development, may require their own planning approval and will be assessed on its own merits.		

Attachments for the Decision Notice include:

- Site Plan – Street Scape, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849-01, Revision B, Issue 1, Dated September 2018.

- Proposed Floor Plan, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849_03, Revision B, Issue 1, Dated September 2018.
- Elevations, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849_04, Revision B, Issue 1, Dated September 2018.
- Structural Condition Report, Prepared by Hendriks House Consulting Engineers, Ref: 4667, Rev A, Dated 21 November 2018.

Decision:

Moved - Cr Choat

Seconded - Cr Hall

“THAT Council approve the Development Application No 18210 for a Development Permit for a Material Change of Use for a Dwelling house on land described as Lot 1 on RP44770 and situated at 21 Abbotsford Street, Toogoolawah subject to the requirements and conditions contained in the Schedules and Attachments.

THAT Council report for this application be published to the website as Council's Statement of Reasons in accordance with the s63(5) of the *Planning Act 2016*.

SCHEDULE 1 – GENERAL CONDITIONS*Assessment Manager*

No	Condition	Timing
1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval. Site Plan – Street Scape, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849-01, Revision B, Issue 1, Dated September 2018. Proposed Floor Plan, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849_03, Revision B, Issue 1, Dated September 2018. Elevations, Drawn and Prepared by Damian at DJ Russell and Son Pty Ltd, Drawing No: 18849_04, Revision B, Issue 1, Dated September 2018. Structural Condition Report, Prepared by Hendriks House Consulting Engineers, Ref: 4667, Rev A, Dated 21 November 2018.	At all times
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times
1.3	A legible copy of this development approval package is to be available on the premises at all times during construction.	At all times during the construction phase
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Before the change happens
1.5	Unless connected to a reticulated water supply network, provide a minimum water supply storage capacity of 45,000 Litres capable of capturing roof run-off and connected to	Before the change happens

	<p>service all domestic water consumption needs of the development.</p> <p>Or</p> <p>Unless connected to a reticulated water supply network, provide the development with a drinkable water supply from an approved bore, and a tank with a minimum water supply storage capacity of 10,000 Litres connected to service all domestic water consumption needs of the development.</p> <p><i>Note: The result of the Standard Drinking Water Test is to be provided to Council.</i></p>	
1.6	Unless connected to a reticulated sewerage network, provide an on-site effluent disposal system that is compliant with the relevant Australian standards.	Before the change happens
1.7	Building works and plumbing and drainage works approvals must be gained.	Before the commencement of use
	Reclassifying the structure	
1.8	Reclassify the structure to a Class 1 structure.	Before the commencement of use
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
Public Utilities / Infrastructure		
2.1	Bear the cost of any alterations necessary to public utilities resulting from compliance with the conditions of this approval.	At all times
2.2	Meet the cost of all works carried out to infrastructure, services and public utilities, including any alterations resulting from compliance with these conditions whether carried out by Council, or otherwise.	At all times
2.3	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	At all times
Stormwater drainage		
2.4	Ensure Stormwater drainage is delivered to a lawful point of discharge	At all times
2.5	Stormwater drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
Vehicle access		
2.6	The landowner is responsible for construction and maintenance of vehicular access for the property, from the	At all times

	road carriageway to property boundary in accordance with Council's Policy and Standards, and to an all-weather standard.	
	Erosion and sediment control	
2.7	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> ▪ Be required to install additional measures ▪ Be responsible for the restoration work. <p>Should the developer fail to complete the works determined by Council within the specific time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times
SCHEDULE 3 – ENVIRONMENTAL		
<i>Assessment Manager</i>		
No	Condition	Timing
3.1	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times
3.2	All construction / demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	During construction phase
3.3	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> ▪ Burn or bury waste generated in association with this development approval at or on the development site; nor ▪ Allow waste generated in association with this development approval to burn or be burnt or buried at or on the development site; nor ▪ Stockpile any waste on the development site. 	At all times
3.4	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> ▪ Release stormwater runoff into a roadside gutter/ swale, stormwater drain or water that results in a build-up of sand, silt or mud in the gutter, drain or water; or ▪ Deposit sand, silt or mud in a roadside gutter, 	During construction phase

	stormwater drain or water; or in a place where it could reasonably be expected to move or be washed into a roadside gutter/swale, stormwater drain or water and result in a build-up of sand, silt or mud in the gutter, drain or water.	
SCHEDULE 4 – ADVICE		
<i>Assessment Manager</i>		
This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> . [A copy of section 71 will be enclosed with the Decision Notice].		
Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the first change of the use under the approval does not start within the 'currency period' – being six (6) years starting the day the approval takes effect.		
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .		
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.		
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.		
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Operations department if in Council's opinion a dust nuisance exists.		
The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the <i>Planning Act 2016</i> . For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the <i>Planning Act 2016</i>).		
Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards.		
This development approval is for the proposed development only. Any additional uses/structures, if triggers assessable development, may require their own planning approval and will be assessed on its own merits."		
<i>Carried</i>		

Subject:	Development Application No 18260 - Application for a Development Permit for a Material Change of Use for a Caretakers Accommodation
File No:	DA18260
Assessment No:	81056-00000-000
Action Officer:	SP-JB

1.0 APPLICATION SUMMARY

Subject Land

Location	13 Saleyard Road, Kilcoy
Real Property Description	Lot 5 SP211493
Area	2.563 hectares
Current land use	Vacant
Easements and Encumbrances	Lot 1 on SP186016 Stormwater drainage purposes

Somerset Region Planning Scheme Version Three

Zone	Industry
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Shaping SEQ: SEQ Regional Plan 2017

Land Use Category	Urban Footprint
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Application

Proposed development	Caretakers Accommodation
Level of Assessment	Code
Applicant/s	Des McDowell
Applicants contact details	PO Box 262 KILCOY QLD 4515

Email: desmacservices@gmail.com

Date application received	18 December 2018
Date properly made	17 January 2019

Referral Agencies

Concurrence Agencies	Nil
Advice Agencies	Nil
Third Party Advice Agencies	Nil

Public Notification	Not required
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Recommendation

Approve the Development Application No 18260 subject to the requirements and conditions contained in the Schedules and Attachments.

2.0 PROPOSAL

The applicant proposes to establish a Caretaker's accommodation in the western region of the site. The Caretaker's accommodation will be a low-set timber frame and clad structure. The single storey building will be stumped reaching a maximum height of no more than 8.5m above the ground level with a Gross Floor Area of 84m². The Caretaker's accommodation will be self-contained and setback approximately 30m from the primary street frontage and setback more than the Planning Scheme requirements from the remaining boundaries. The Caretaker's

accommodation will be provided with a verandah and access to large open space.

The applicant/landowner has stated development of the site will proceed in two stages. It is proposed to initially construct the Caretaker's accommodation followed by the construction of an Industrial shed from which a business will be operated by the landowner, within a 2-year period. The applicant/landowner will occupy the Caretaker's accommodation and will be responsible for bona fide caretaking and property management of the site. The Caretaker's accommodation will be ancillary to a future non-residential activity to be conducted within the balance area of the site.

Access to the Caretaker's accommodation and future Industrial business will be from the existing vehicular access point at Saleyard Road. The proposed site, floor and elevation plans are provided at Attachments 1 and 2.

Council Officers are processing development applications for both Building Works and Plumbing and Drainage Works associated with the Caretaker's accommodation.

3.0 SITE DETAILS AND SURROUNDING LAND USES

The vacant site is irregular in shape with an overall site area of 2.563 hectares. The site is in the Industry zone and is located adjacent to a service road for the D'Aguilar Highway, and primary vehicular access is gained via Saleyard Road to the west. The proposed development footprint is not known to be prone to subsidence, erosion or inundation. The site is not located in proximity to any known extractive resource activities or intensive animal industries; and is generally cleared of vegetation.

The surrounding land uses are a mix of industrial, commercial and residential uses, consisting of similar size lots.

4.0 STATE ASSESSMENT

This application is made under the provisions of the *Planning Act 2016*. As such it is subject to the requirements of the Act, other relevant Acts, the *Planning Regulation 2017*, the State Planning Policy, and the South-East Queensland Regional Plan.

4.1 STATE PLANNING POLICY

As the Minister has identified that the State Planning Policy (SPP) has been reflected in the Somerset Region Planning Scheme (per section 2.1 of the planning scheme), the proposed development does not require assessment against the SPP's 'assessment benchmarks'.

4.2 VEGETATION MANAGEMENT ACT 1999

As per the Department of State Development, Manufacturing, Infrastructure and Planning's Development Assessment Mapping System, the proposed development footprint does not contain regulated vegetation requiring further referral to the State government.

4.3 ENVIRONMENTAL PROTECTION ACT 1994

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

4.4 PLANNING REGULATION 2017

The application does not require assessment against the *Planning Regulation 2017*.

5.0 COUNCIL ASSESSMENT

An assessment against the relevant parts of the Planning Scheme is set out below.

5.1 Strategic Framework

An assessment against the Strategic Framework was not required as the proposed development is not an impact assessable development.

5.2 Code Compliance Summary

Applicable Code	Compliance with Overall Outcomes	Performance Outcomes
Industry zone code	Yes	Complies
Caretaker's accommodation code	No PO1 and PO2	Complies
Services, works and infrastructure code	Yes	Complies
Transport, access and parking code	Yes	Complies
Bushfire hazard overlay code	Yes	Complies
Catchment Management overlay code	Yes	Complies
Infrastructure overlay code	Yes	Complies
Landslide Hazard overlay code	Yes	Complies

The proposed development complies with all the relevant performance outcomes of the above codes; however, the following alternative solutions are provided.

Caretaker's Accommodation Code	
<i>Performance outcomes</i>	<i>Acceptable outcomes</i>
Bona fide use	
PO1 The <i>caretaker's accommodation</i> is used for bona fide caretaking or property management purposes.	AO1.1 The <i>caretaker's accommodation</i> is occupied by a person having direct responsibility for the security, maintenance or management of a non-residential activity conducted on the same site, and if applicable, that person's immediate family.
<i>Performance outcomes</i>	<i>Acceptable outcomes</i>
Ancillary to primary use	
PO2 The <i>caretaker's accommodation</i> is ancillary to a non-residential activity on the same premises.	AO2.1 The <i>caretaker's accommodation</i> is not established on a separate lot to the non-residential activity.
Performance outcomes assessment	
<p>The subject site is vacant and the applicant/landowner proposes to develop the site in two stages. It is proposed to initially construct the Caretaker's accommodation followed by the construction of an industrial shed from which the landowner will operate an approved non-residential activity. It is proposed to complete the staged development within a two-year period.</p> <p>The Caretaker's accommodation will be occupied by the landowner and future registered operator of the non-residential activity. The applicant/landowner will be responsible for bona fide caretaking and property management of the site.</p>	

Upon completion of stage two of the proposed development, the Caretaker's accommodation will become ancillary to a non-residential activity on the same premises; and will achieve compliance with PO2 of the Caretaker's accommodation code.

The balance area of the site has sufficient land mass to support a non-residential activity (industrial business). The access point from Saleyard Road will be upgraded to support both the Caretaker's accommodation and the proposed non-residential activity.

It is considered the applicant/landowner's proposal achieves the purpose of the Caretaker's accommodation code.

6.0 OTHER PLANNING CONSIDERATIONS

Trunk Infrastructure and Services

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

6.1 Water Supply and Sewerage

Water supply: The subject land is located within the reticulated water supply network service area, and as such the applicant will be required to make application to the Central SEQ Distributor – Retailer Authority (QUU) to connect to the water network.

Sewerage: The subject land is not located within an area serviced by a reticulated sewerage network, and so a condition will be included requiring the installation of an onsite sewerage treatment system. The applicant has submitted a Plumbing and Drainage Works application and Council Officers are assessing the application, in association with the Caretaker's Residence.

6.2 Stormwater/Drainage

The proposed development is not considered to have any adverse impacts upon stormwater and drainage. However, the land owner must ensure that stormwater is connected to a legal point of discharge and designed in accordance with the Queensland Urban Drainage Manual.

As the subject land is located within the Urban Footprint, Stormwater Network Infrastructure Charges can be levied. An Infrastructure Charges Notice for the proposed development will incorporate a charge towards the Stormwater Network.

6.3 Transport Network

The proposed development is not considered to unreasonably burden upon local transport networks. There is no associated infrastructure charge for development of this type within the region.

6.4 Parks and Open Space Network

The proposed development is not considered to have any adverse impacts upon the Parks and Open Space Network. As the development is located within the Public Parks and Community Land Service Catchment, Infrastructure Charges can be levied. An Infrastructure Charges Notice for the proposed development will incorporate a charge towards the Parks and Open Space Network.

6.5 Services

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

6.6 Infrastructure Charges

As discussed above, Infrastructure Charges will apply to this development in accordance with

Council's current Charges Resolution.

6.7 Environment

The proposed development will not result in environmental degradation.

6.8 Heritage

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

7.0 STATE AGENCY REFERRALS

There were no applicable referral agencies to this application, in accordance with the provisions of the *Planning Regulation 2017*.

8.0 ATTACHMENTS

1.	Site Plan of Lot 5 SP211493 at 13 Saleyard Road Kilcoy, referenced DA18260.
2.	Floor and Elevation Plan Caretaker's Accommodation referenced DA18260.
3.	Draft SRC Infrastructure Charges Notice

9.0 CONCLUSION

The development application has been assessed against the relevant Planning Scheme codes and is compliant with all applicable assessment benchmarks.

Recommendation

THAT Council approve the Development Application for a Development Permit for a Material Change of Use for a Caretaker's Accommodation on land described as Lot 5 SP211493 and situated at 13 Saleyard Road, Kilcoy subject to the requirements and conditions contained in the Schedules and Attachments.

THAT the Council report for this application be published to the website as Council's statement of reasons in accordance with the *Planning Act 2016*.

SCHEDULE 1 – GENERAL CONDITIONS		
<i>Assessment Manager</i>		
No	Condition	Timing
1.1	Carry out the development in general accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.	At all times.
	Site Plan of Lot 5 SP211493 at 13 Saleyard Road Kilcoy, referenced DA18260.	
	Floor and Elevation Plan Caretaker's Accommodation referenced DA18260.	
1.2	Building works and plumbing and drainage works approvals must be gained.	Prior to the commencement of use.
1.3	Unless connected to a reticulated water network, provide a minimum storage capacity of 45,000-litre rain water tank supply capable of capturing roof run-off and connected to service all domestic water consumption needs of the "Caretaker's Accommodation".	Prior to commencement of the use.

1.4	Unless connected to a reticulated sewerage network, provide an on-site effluent disposal system that is compliant with the relevant Australian standards.	Prior to commencement of the use.
1.5	The Caretaker's Accommodation is only to be occupied by the caretaker of the non-residential use on the premises.	At all times.
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
2.1	Bear the cost of any alterations necessary to public utilities resulting from compliance with the conditions of this approval.	Prior to commencement of the use.
2.2	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Regional Council Design Standards</i> .	Prior to commencement of the use.
2.3	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	Prior to commencement of the use.
Vehicular Access		
2.4	The landowner is responsible for construction and maintenance of vehicular access for the property, from the road carriageway to property boundary in accordance with <i>Somerset Regional Council Design Standards</i> .	At all times.
2.5	All vehicles shall enter and leave the site in a forward gear.	At all times.
2.6	The applicant is to construct a vehicle access in accordance with Council's standard drawing in the Urban area as per SC6.5.10.1.14(iv) and provide a 5-metre wide access (minimum 3-metre pavement width) sealed driveway for the full length of the access handle in accordance with Council <i>Design Standards</i> . The access is to be sealed with a minimum of a two-coat bitumen seal. Make an Access Application to Council and pay the required fees where an application involves works required as stated in the conditions.	Prior to commencement of the use.
Stormwater		
2.7	Ensure stormwater drainage is directed to a lawful point of discharge.	At all times.
2.8	Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
Erosion and Sediment Control		
2.9	Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction.	At all times during the course of the

	<p>Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the applicant/landowner will:</p> <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. <p>Should the landowner fail to complete the works determined by Council within the specified time, the Council will complete the works and recover all costs from the landowner associated with the works.</p>	project.
SCHEDULE 3 – ENVIRONMENTAL		
<i>Assessment Manager</i>		
No	Condition	Timing
3.1	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times.
3.2	All construction / demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	Prior to commencement of the use.
3.3	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> ▪ Burn or bury waste generated in association with this development approval at or on the development site; nor ▪ Allow waste generated in association with this development approval to burn or be burnt or buried at or on the development site; nor ▪ Stockpile any waste on the development site. 	At all times
3.4	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> ▪ Release stormwater runoff into a roadside gutter/ swale, stormwater drain or water that results in a build-up of sand, silt or mud in the gutter, drain or water; or ▪ Deposit sand, silt or mud in a roadside gutter, stormwater drain or water; or in a place where it could reasonably be expected to move or be washed into a roadside gutter/swale, stormwater drain or water and result in a build-up of sand, silt or mud in the gutter, drain or water. 	During construction phase
SCHEDULE 4 – ADVISORY NOTES		
<i>Assessment Manager</i>		
This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> , and development may commence in accordance with section 72.		

Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the first change of the use under the approval does not start within the 'currency period' – being six (6) years starting the day the approval takes effect.
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.
Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards.
Comply with relevant provisions of the Somerset Region Planning Scheme; Planning Scheme Policies and Local Laws.
A legible copy of this development approval package is to be available on the premises, during construction works.
Pay to Council any outstanding rates, charges or expenses that are a charge over the subject land levied by Council' and/or levied but not fully paid over the subject land.
Where vegetation is removed from the site, the vegetation waste shall be disposed of by: <ul style="list-style-type: none"> i) Milling ii) Chipping and/or mulching iii) Disposal at an approved waste disposal facility. <p>No incineration of vegetation or waste will be permitted at the site, always.</p> <p>Waste other than vegetation waste, generated as a result of the operations shall be disposed of to an approved disposal facility, always.</p>
The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the <i>Planning Act 2016</i> . For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the <i>Planning Act 2016</i>).
Should the Applicant notify Council in writing that the conditions of approval are accepted without dispute and that the right of appeal to the Court will not be exercised, the Decision Notice may be taken to be the development permit.

Attachments for the Decision Notice include:

1.	Site Plan of Lot 5 SP211493 at 13 Saleyard Road Kilcoy, referenced DA18260.
2.	Floor and Elevation Plan Caretaker's Accommodation referenced DA18260.
3.	Draft Infrastructure Charges Notice - SRC

Decision:

Moved – Cr Whalley

Seconded - Cr Hall

“THAT Council approve the Development Application for a Development Permit for a Material Change of Use for a Caretaker's Accommodation on land described as Lot 5 SP211493 and situated at 13 Saleyard Road, Kilcoy subject to the requirements and conditions contained in the Schedules and Attachments.

THAT the Council report for this application be published to the website as Council's statement of reasons in accordance with the *Planning Act 2016*.

SCHEDULE 1 – GENERAL CONDITIONS*Assessment Manager*

No	Condition	Timing
1.1	Carry out the development in general accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.	At all times.
	Site Plan of Lot 5 SP211493 at 13 Saleyard Road Kilcoy, referenced DA18260.	
	Floor and Elevation Plan Caretaker's Accommodation referenced DA18260.	
1.2	Building works and plumbing and drainage works approvals must be gained.	Prior to the commencement of use.
1.3	Unless connected to a reticulated water network, provide a minimum storage capacity of 45,000-litre rain water tank supply capable of capturing roof run-off and connected to service all domestic water consumption needs of the “Caretaker's Accommodation”.	Prior to commencement of the use.
1.4	Unless connected to a reticulated sewerage network, provide an on-site effluent disposal system that is compliant with the relevant Australian standards.	Prior to commencement of the use.
1.5	The Caretaker's Accommodation is only to be occupied by the caretaker of the non-residential use on the premises.	At all times.
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
2.1	Bear the cost of any alterations necessary to public utilities resulting from compliance with the conditions of this approval.	Prior to commencement of

		the use.
2.2	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Regional Council Design Standards</i> .	Prior to commencement of the use.
2.3	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	Prior to commencement of the use.
	Vehicular Access	
2.4	The landowner is responsible for construction and maintenance of vehicular access for the property, from the road carriageway to property boundary in accordance with <i>Somerset Regional Council Design Standards</i> .	At all times.
2.5	All vehicles shall enter and leave the site in a forward gear.	At all times.
2.6	The applicant is to construct a vehicle access in accordance with Council's standard drawing in the Urban area as per SC6.5.10.1.14(iv) and provide a 5-metre wide access (minimum 3-metre pavement width) sealed driveway for the full length of the access handle in accordance with Council <i>Design Standards</i> . The access is to be sealed with a minimum of a two-coat bitumen seal. Make an Access Application to Council and pay the required fees where an application involves works required as stated in the conditions.	Prior to commencement of the use.
	Stormwater	
2.7	Ensure stormwater drainage is directed to a lawful point of discharge.	At all times.
2.8	Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
	Erosion and Sediment Control	
2.9	Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the applicant/landowner will: <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. Should the landowner fail to complete the works determined by Council within the specified time, the Council will complete the works and recover all costs from the landowner associated with the works.	At all times during the course of the project.

SCHEDULE 3 – ENVIRONMENTAL		
<i>Assessment Manager</i>		
No	Condition	Timing
3.1	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times.
3.2	All construction / demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	Prior to commencement of the use.
3.3	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> ▪ Burn or bury waste generated in association with this development approval at or on the development site; nor ▪ Allow waste generated in association with this development approval to burn or be burnt or buried at or on the development site; nor ▪ Stockpile any waste on the development site. 	At all times
3.4	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> ▪ Release stormwater runoff into a roadside gutter/ swale, stormwater drain or water that results in a build-up of sand, silt or mud in the gutter, drain or water; or ▪ Deposit sand, silt or mud in a roadside gutter, stormwater drain or water; or in a place where it could reasonably be expected to move or be washed into a roadside gutter/swale, stormwater drain or water and result in a build-up of sand, silt or mud in the gutter, drain or water. 	During construction phase
SCHEDULE 4 – ADVISORY NOTES		
<i>Assessment Manager</i>		
This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> , and development may commence in accordance with section 72.		
Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the first change of the use under the approval does not start within the 'currency period' – being six (6) years starting the day the approval takes effect.		
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .		
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.		

Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.
Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards.
Comply with relevant provisions of the Somerset Region Planning Scheme; Planning Scheme Policies and Local Laws.
A legible copy of this development approval package is to be available on the premises, during construction works.
Pay to Council any outstanding rates, charges or expenses that are a charge over the subject land levied by Council' and/or levied but not fully paid over the subject land.
Where vegetation is removed from the site, the vegetation waste shall be disposed of by: <ul style="list-style-type: none"> i) Milling ii) Chipping and/or mulching iii) Disposal at an approved waste disposal facility. <p>No incineration of vegetation or waste will be permitted at the site, always.</p> <p>Waste other than vegetation waste, generated as a result of the operations shall be disposed of to an approved disposal facility, always.</p>
The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the <i>Planning Act 2016</i> . For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the <i>Planning Act 2016</i>).
Should the Applicant notify Council in writing that the conditions of approval are accepted without dispute and that the right of appeal to the Court will not be exercised, the Decision Notice may be taken to be the development permit."
<u>Carried</u>

Subject:	Proposed Ministerial Infrastructure Designation for the proposed Esk Auxiliary Fire and Rescue Station – 243 Ipswich Street Esk – 5 SP302981 – 00426-00000-000
File Ref:	State and Federal Government Departments – Liaison
Action Officer:	PO-RC

Background/Summary

Council has recently received correspondence from the Department of State Development, Manufacturing, Infrastructure and Planning proposing to make a ministerial infrastructure

designation to facilitate the development of the proposed Esk Auxiliary Fire and Rescue Station at 243 Ipswich Street, Esk. The proposed designation is currently on public notification and the Department is seeking written submissions on the proposal. Pursuant to the *Planning Act 2016*, should the infrastructure designation be granted to the development, it will negate the need to submit a development application with Council.

According to the Environmental Assessment Report (EAR) prepared by the Public Safety Business Agency (PSBA) that accompanies the proposal, the proposal will provide auxiliary emergency response capability, to meet the current and projected demand for services and maintain key performance indicators for service call response times. It will also provide greater flexibility for staffing and vehicle storage requirements to meet future service delivery requirements for the Somerset region. The new Station will replace the existing Esk Fire and Rescue Station in Heap Street.

The proposed scope of works includes:

- A single storey fire and rescue station accommodating both the engine room (two bays) and station (including office and breakout areas). A covered outdoor seating area, shed and practical training area are also proposed at the rear and side of the engine room and station;
- A 9.35 metre wide (approx.) crossover at Ipswich Street for emergency exit only, and a 6.2 metre wide (approx.) crossover at Peters Street for non-emergency entry and exit;
- Fifteen car parking spaces (including one space for people with disabilities);
- A 1.8 metre (approx.) high fence to secure the site at the rear and side of the engine room and station.

A proposed plan has been provided at Attachment 1. A document containing photos of the identified issues has been provided at Attachment 2.

Council officers previously received an enquiry from the PSBA and provided general advice regarding the proposal. The issues initially raised included the access design from Peters Street, the requirement of kerbing and channelling and widening of Peters Street, the provision of applicable infrastructure charges to Council and impacts of flooding to the proposal.

The current issues regarding the proposed infrastructure designation have been identified as follows.

Kerb and channel and widening of Peters Street frontage -

In the initial submission, Council stated kerbing and channelling and widening of Peters Street will be required.

Council's Planning Scheme Policy 4 – Design Standards identifies Peters Street as an Industrial Road as it services the industrial area of Esk and as such requires kerb and channel to be provided for roads.

Currently, only the southern side of Peters Street (opposite the site) is kerbed and channelled.

Kerb and channel is currently absent along the Peters Street frontage of the subject site. (Photos 1 and 2 of Attachment 2)

Any new development proposed for this site would require as a condition of approval the provision of kerb and channel.

The ERA has noted this issue. Yet the preliminary design plan did not include plans to construct kerb and channel and widening of Peters Street.

Footpath along the Ipswich Street frontage -

Pursuant to the Planning Scheme Policy 4 – Design Standards, Council identifies Ipswich Street as a Trunk Collector. A 1.5 metre wide paved footpath is required for both sides of roads identified as a Trunk Collector.

Currently, only the western side of Ipswich Street has a paved footpath. The proposed Fire and Rescue Station is located on the eastern side of Ipswich Street, where a paved footpath is absent (Photo 3 of Attachment 2).

The ERA has noted this issue. Yet the preliminary design plan did not include plans to construct a paved footpath nor was this issue further discussed in the ERA.

Conservation of existing native vegetation on-site -

There is existing mature vegetation on-site, primarily located within the western portion of the site and along the northern and eastern site boundaries.

The ERA states vegetation will be maintained where possible on the subject site, but primarily between the proposed development and northern side boundary.

Two large established hoop pines (Photo 4 of Attachment 2) on the western edge of the site may be removed to facilitate the development, as shown in the preliminary design plan. As the removal of these mature trees will significantly affect the aesthetic and entry statement of the Esk township, it is proposed the proponent consider retention of these trees where possible. Opportunity for retention appears to exist in the current design as the corresponding area is indicated as open spaces. However, the proponent may have additional constraints not represented on the plan.

Conclusion -

Whilst the PSBA has considered and resolved some of the issues raised in Council's initial submission regarding the proposed infrastructure designation, there remains further issues with the proposed development and warrants further attention.

As such, a submission will be prepared highlighting Council's expectation that following will be provided as part of the development proceeding:

- the kerb and channel and widening of Peters Street,
- footpath along Ipswich Street frontage and
- the conservation of the two large established hoop pines on-site.

Attachments

1. Proposed plan of development.
2. Documents containing photos of the identified issues.

Recommendation

THAT a submission be prepared for the proposed Ministerial Designation for Esk Auxiliary Fire and Rescue Station 243 Ipswich Street Esk identifying Council's requirements that the following will be provided as part of the development proceeding:

- the kerb and channel and widening of Peters Street;
- footpath along Ipswich Street frontage; and
- the conservation of the two large established hoop pines on-site.

Decision:

Moved - Cr Ogg

Seconded - Cr Whalley

"THAT a submission be prepared for the proposed Ministerial Designation for Esk Auxiliary Fire and Rescue Station 243 Ipswich Street Esk identifying Council's requirements that the following will be provided as part of the development proceeding:

- the kerb and channel and widening of Peters Street;
- footpath along Ipswich Street frontage; and
- the conservation of the two large established hoop pines on-site."

Carried

Subject:	Proposed changes to Planning Regulation 2017
File Ref:	Development and Building Controls - Reporting - Reports
Action Officer:	SP-MJ

Background/Summary

As part of the 2017 State government election a commitment was made to improve the efficiency and transparency of the delivery of local government infrastructure. In an attempt to achieve this, amendments are proposed by the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) to the *Planning Regulation 2017*. The amendments are currently open for comment, with consultation ending Friday 22 February 2019.

A review of the proposed amendments has highlighted several potential issues for Council. The proposed changes involve the following items:

- creating an infrastructure charges register in a form that enables users to search and extract data;
- identifying the local infrastructure item(s) that the levied infrastructure charge contributes towards. The infrastructure item may be listed in the LGIP or included in an infrastructure agreement;
- incorporating in the register:
 - the reference number and date of each infrastructure charges notice and infrastructure agreement issued;
 - the suburb or township where the infrastructure charge was levied;

- the date the register was last updated.
- annual reporting which is to include:
 - LGIP revenue (based on infrastructure charges) and capital expenditure forecasts;
 - actual infrastructure charges revenue and expenditure.

Council currently keeps an Infrastructure Charges Register and as per the requirements of Schedule 22 of the *Planning Regulation 2017* the register is available for inspection and purchase but is not published on Council's website. The proposed changes will require the register to be published on Council's website and inclusion of considerable additional data.

Of the changes proposed, the requirement to identify the local infrastructure item(s) that the levied charge contributes towards is considered to be the most onerous. Currently, infrastructure charges are collected and then dispersed throughout the entire region. Connecting charges levied to specific infrastructure will impact on Council resourcing as it will require considerable extra input of both the operations and finance section when infrastructure charges notices are being issued.

In addition to the changes required to the infrastructure charges register, additional annual reporting will also be required. The proposed requirements are considered arduous and unnecessary, Council currently reports the value of infrastructure charges collected as part of their Annual Report. The proposed annual reporting will require the amount collected and expended to be broken down into location and network which will be difficult to achieve.

Prior to maximum adopted charges being introduced in 2011 Council levied charges against specific locations and networks. It now appears that the State government are attempting to recreate the nexus between infrastructure charges and infrastructure delivery but without the providing Council any flexibility around charging and by introducing onerous requirements. With this in mind, it is considered that a submission should be made highlighting Council's concerns regarding the proposed amendments to the *Planning Regulation 2017*.

Attachments

Nil

Recommendation

THAT a submission be made to the Department of State Development, Manufacturing, Infrastructure and Planning highlighting Council's concerns with the proposed amendments to the *Planning Regulation 2017*.

Decision:

Moved - Cr Gaedtke

Seconded - Cr Whalley

"THAT a submission be made to the Department of State Development, Manufacturing, Infrastructure and Planning highlighting Council's concerns with the proposed amendments to the *Planning Regulation 2017*."

Carried

Subject:	Planning and Building Services Monthly Report - January 2019
File:	Governance - Reporting - Officer Reports
Action Officer:	DPAD, SP, BS, PI

Report

A summary of the Departments activities during the month of January 2019 is provided for Council's information.

1. Planning Development Applications

During the month the following Development Applications were received:

Assessment Type:	Jan 2019	Dec 2018
Building Works assessable against the Planning Scheme	5	5
Material Change of Use	5	3
Reconfiguring a Lot	1	1
Operational Works	0	0
Combined Applications	0	1
Total	11	10

The list of applications received is provided in **Appendix 1**

During the month the following Development Applications were decided:

Approved/Refused:	Jan 2019	Dec 2018
Approved - Council	1	6
Approved - Delegated Authority	6	7
Total	7	13

The list of applications decided is provided in **Appendix 1A**

2. Building Development Approvals

A total of thirty-three (33) building approvals were issued in the region for December 2018.

Assessment Type:	Building Works
<i>Status</i>	<i>Number</i>
Accepted	36
Approved - Council	16
Approved - Private Certifier	17
Info Request	5
Finalised	2
Fees Not Paid	0

The list of applications approved is provided in **Appendix 2**

3. Plumbing Compliance Permits and Inspections

The number of plumbing and drainage approvals for January 2019 was ten (10):

Assessment Type: Plumbing Approval

	Number
Approved	10
Info Request	7
Total	17

The list of applications approved is provided in **Appendix 3**

The number of home sewerage treatment plants on Council's register is 1854 of which 48 or 2.58% 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.

4. Environmental Services

Environmental Health Services

Food Safety Training

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

A total of nine users completed the training during the month of December.

Swimming Pool Water Quality Monitoring

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

School Based Immunisation Clinics

Council delivers a school based vaccination program at the Lowood and Toogoolawah High Schools for year 7 and year 10 students under a service provider agreement with the State of Queensland. Planning is currently underway for the 2019 program.

Mosquito Monitoring

Officers are currently conducting a mosquito survey program in conjunction with Queensland Health in various towns and villages in the region to be conducted from January to March 2019. During January, monitoring was conducted in Jimna and Kilcoy with sample to be submitted to Queensland Health for analysis.

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

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

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

An overview of the section activities for the month is contained in Appendix 4.

Pest Management

A pest management report was not submitted by the agenda dead line. A report for January activities for the section will be submitted with the February report.

Darling Downs-Moreton Rabbit Board (DDMRB) Project

Council has agreed to participate in the DDMRB Project titled “Optimising Rabbit Biocontrol Project”.

DDMRB compliance staff and contractors along with Council pest management officers will be involved in conducting surveys as part of the project.

The survey planned for the Somerset Region will be along the northern border of the DDMRB management area, it will be a 3km wide strip beginning at Gatton Esk Road and concluding where the Brisbane River enters the DDMRB area near Borallon.

Staff participating in the survey will be trained how to use the DDMRB property survey app which usually takes around 4hrs. At the beginning of the survey, staff will be accompanied by a DDMRB compliance officer who will assist with entering data and provide rabbit survey training in the field.

The project is to be completed in the Somerset Region by the end of June 2019.

Animal Management

An overview of the section activities for the month are contained in Appendix 4.

5. Natural Resource Management**Land for Wildlife**

- Facilitated Queensland Herbarium assessment of a Land for Wildlife Property at Splityard Creek, 14 January 2019.
- Attendance and participation in the Land for Wildlife transitional sub-committee meeting 23 January 2019, implementing program and institutional arrangements to support the overarching regional program moving forward.

Somerset Flora and Fauna

Meeting with Queensland Department of Environment and Science staff to discuss opportunities for future Koala incentive programs and opportunities, 8 January 2019.

Catchment Management

- Ongoing project development is being undertaken to formalise the delivery of Resilient Rivers funding granted to Somerset Regional Council for local projects. These include:
 - ~\$120,000 for Black Snake Creek rehabilitation – Tender documents were circulated on 29 January 2019 seeking a suitably qualified third-party to deliver on-ground restoration. Appointment is anticipated in early February.
 - \$105,000 for Recreational investigation of Hills Crossing and Savages Crossing contractual arrangements for this collaborative project is complete, with the Seqwater lead tender process commencing early 2019.
- In support of the Black Snake Creek Tender, landholder visitations and property assessments were undertaken 25 and 29 January 2019 to determine the nature of restoration works that informed the tender documentation.
- Council has commenced stage 2 Mid Brisbane River On-site Wastewater Risk Mitigation Program, which will see grants for approved Treatment System upgrades being offered to those participant landholders along the identified stretch of the Mid

Brisbane River Catchment. Expressions of interest from interested landholders are currently being tallied.

- Preliminary discussions are underway regarding the development of a Catchment Action Plan for the Upper Brisbane and Stanley Catchments (primarily located in the Somerset region). Catchment Action Plans support the delivery of the Council of Mayors (SEQ) lead initiative Resilient Rivers. Expressions of interest regarding this initiative will be sought from key stakeholders in early 2019.

Fire Considerations

Council met with Queensland Fire and Emergency Services (QFES) representatives 23 January 2019 to review the application of Council Policy OP 14 - Hazard Reduction Burn Policy. No amendments are proposed to the existing policy.

Collaborations

- Council continues to support the Kilcoy State High School Agricultural studies students to undertake practical assessment and general maintenance elements at Hopetoun Fields, Kilcoy.
- Introductory meetings (30 January 2019) with establishing groups wishing to undertake local environmental improvement/custodianship in their respective areas – Friends of the Forest Group – Moore, and Progresk Group – Esk.

Recommendation

THAT the Department of Planning and Development Monthly Report for January 2019 be received and the contents noted.

Decision:

Moved – Cr Gaedtke

Seconded - Cr Choat

"THAT the Department of Planning and Development Monthly Report for January 2019 be received and the contents noted."

Carried

Subject:	Financial reports
File Ref:	Monthly financial statements
Action Officer:	DFIN

Background/Summary

Financial reports

Financial reports for the period 1 July 2018 to 4 February 2019 are attached detailing the progress that has been made in relation to Council's budget as per section 204 of the Local Government Regulation 2012. A list of payments is also provided as previously requested.

Grants

- On 7 September 2018 Council lodged an application under the Queensland Government's competitive Building our Regions program for Kilcoy racecourse development. This application was successful.
- On 15 November 2018 Council lodged a further application for Kilcoy racecourse development under the Australian Government's competitive Building Better Regions

Fund. No advice has been received about this application.

- On 30 January 2019, Council lodged two applications under the Australian Government's competitive Bridges Renewal Program seeking funding for the replacement of Neuendorf Road Bridge and Tetzlauffs Lane Bridge. No advice has been received about these applications.
- Council is preparing funding applications for eight rooftop solar projects, the redevelopment of former Telstra land in Lowood and for asset management/ road condition assessment technology under the Queensland Government's competitive Local Government Grants and Subsidies Program (LGGSP). These are due on 8 February 2019.

Rates

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

- \$1.50 million – 31 July 2018
- \$1.50 million – 4 February 2019

Rate notices for the six months ending 30 June 2019 will issue on 19 February 2019.

Council issued 26 notices of intention to sell land for overdue rates or charges totalling \$0.18 million on 18 October 2018.

As at 4 February, full payments had been received for 14 of these properties leaving 12 sale of land actions in progress for a total of \$0.07 million outstanding. Of the remaining 12 properties, an auction notice is due to be issued for a vacant property in Wivenhoe Pocket in mid-February 2019. This property is owned by a deregistered company and a foreign national. This auction would be held in March 2019.

Road maintenance detail

Councillors have 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	424	80	504
Gravel road maintenance	1,358	16	1,374
Roadside drainage	309	107	416
Culvert maintenance	2	-	2
Vegetation maintenance	161	203	364
Traffic furniture	101	50	151
Linemarking	5	18	23
Total actual year to date	2,360	474	2,834
Expected pro-rata budget year to date	2,395	414	2,809

The 30 most costly road segments for bitumen, gravel or culvert maintenance were:

Esk Crows Nest Rd (gravel) Ch26120-Ch34090	\$61,159
Kavanaghs Rd (gravel) Ch0-Ch2840	\$50,660
Fulham Rd (bitumen) Ch0-Ch2130	\$47,769
Monsildale Rd (gravel) Ch12000-Ch19100	\$38,128
Gregors Creek Rd (bitumen) Ch3120-Ch4950	\$35,825
Zischkes Rd (gravel) Ch20-Ch2300	\$30,981

Kimbala Rd (gravel) Ch0-Ch5680	\$30,291
Ann St Esk (bitumen) Ch240-Ch430	\$29,199
Louisavale Rd (gravel) Ch5010-Ch5810	\$29,139
Yielo Rd (gravel) Ch0-Ch5100	\$29,039
Cowah Rd (gravel) Ch0-Ch3990	\$28,289
Fulham Rd (bitumen) Ch2130-Ch4900	\$26,936
Langtons La (gravel) Ch3210-Ch5050	\$26,017
Falls Rd (gravel) Ch0-Ch2530	\$25,706
Yabba Rd (gravel) Ch0-Ch3330	\$24,692
Cedarvale Rd (gravel) Ch1540-Ch4410	\$24,371
Grays Rd (gravel) Ch1620-Ch3020	\$23,485
Monsildale Rd (gravel) Ch1630-Ch10200	\$23,379
Black Jack Creek Rd (gravel) Ch730-Ch3640	\$23,231
Westvale Rd (gravel) Ch1340-Ch13550	\$23,022
Braemore La (gravel) Ch1050-Ch3050	\$23,012
Gregors Creek Rd (bitumen) Ch4950-Ch5530	\$23,001
Spring Creek Rd (gravel) Ch60-Ch4210	\$22,592
Sunday Creek Rd (gravel) Ch1690-Ch3390	\$20,530
Cressbrook Caboonbah (gravel) Ch8280-Ch13860	\$19,566
Fulham Rd (bitumen) Ch4900-Ch6500	\$19,514
Buaraba Creek Rd (gravel) Ch3800-Ch4770	\$19,486
E Summervilles Rd (gravel) Ch770-Ch2850	\$19,382
Richter Rd (gravel) Ch0-Ch2020	\$17,495
Fernvale Rd (bitumen) Ch2250-Ch5100	\$17,158
Subtotal	<u>\$833,054</u>

Attachments

Financial reports and payment listings

Recommendation

THAT the financial reports for 1 July 2018 to 4 February 2019 including payments presented totalling \$3,021,945.65 be received and the contents noted.

Decision:

Moved - Cr Whalley

Seconded - Cr Ogg

"THAT the financial reports for 1 July 2018 to 4 February 2019 including payments presented totalling \$3,021,945.65 be received and the contents noted."

Carried

Subject:	Building our Regions (BoR) funding - Kilcoy racecourse development
File Ref:	Grants - programs - BoR4
Action Officer:	DFIN

Background/Summary

A letter from the Minister for State Development, the Hon Mr Cameron Dick MP of 11 January 2019 is attached regarding funding for Kilcoy racecourse development.

The pledged State funding of \$369,030 represents 40% of the estimated construction costs for the project of \$922,575.

In addition, Council has previously appointed Graham Richardson Associates to provide consulting services including design and project management at a cost of \$77,500, making this a \$1 million project in total.

Council has also applied for funding of \$369,030 for the same project under the Australian Government's Building Better Regions Fund (BBRF).

Commonwealth Department of Industry officers however have been unable to offer details about the timing of any potential announcement under BBRF other than "in the first half of 2019".

While it is possible that Council's applications might be successful under both BoR and BBRF and that Council might be permitted to accept funding offers from both sources for the same project, it is recommended that Council:

- Enter into a State funding agreement as soon as possible
- Call tenders for the project with the aim of appointing contractors to commence demolition of the existing grandstand and dining room and construction of new facilities immediately after the completion of the Kilcoy show on 6 April 2019 noting that there is an adverse engineering report in respect of the grandstand
- Facilitate communication between Kilcoy Race Club, Kilcoy Show Society and the architect in order to schedule construction so as to minimise disruption to events

An extract from tender plans for the project is attached setting out the overall site development. Very detailed tender plans have been developed consistent with the concept plan previously endorsed by Council and stakeholder groups to be used in a construction contract.

It is acknowledged that user groups may wish for further development of the site in the future. The funded project is designed to not impede future projects while providing a substantial improvement to current facilities at Kilcoy racecourse showground.

Attachments

Letter - Minister for State Development, the Hon Mr Cameron Dick MP of 11 January 2019
Site tender plan for Kilcoy racecourse development

Recommendation

THAT Council confirms to the Department of State Development (as requested) that it has budgeted its financial contribution to the project; it is committed to delivering the project and

acknowledges responsibility for any funding shortfall if costs or other contributors change.

THAT Council enter into a funding agreement with the State in respect of Kilcoy racecourse development and proceed to tender stage for the project with the aim of commencing work immediately after Kilcoy show.

THAT the Kilcoy Race Club and Kilcoy Show Society each appoint one representative only who will be empowered to communicate with the architect to make relevant decisions during the project, for example practical issues during race meetings.

Decision:

Moved – Cr Whalley

Seconded - Cr Ogg

"THAT Council confirms to the Department of State Development (as requested) that it has budgeted its financial contribution to the project; it is committed to delivering the project and acknowledges responsibility for any funding shortfall if costs or other contributors change.

THAT Council enter into a funding agreement with the State in respect of Kilcoy racecourse development and proceed to tender stage for the project with the aim of commencing work immediately after Kilcoy show.

THAT the Kilcoy Race Club and Kilcoy Show Society each appoint one representative only who will be empowered to communicate with the architect to make relevant decisions during the project, for example practical issues during race meetings."

Carried

Subject:	Brisbane Valley Rail Trail (BVRT) bicycle link to Wivenhoe Hill trails
File Ref:	Roads - design and construction - footpaths
Action Officer:	DFIN

Background/Summary

Councillors Gaedtke, Ogg and Whalley attended a Department of Transport and Main Roads (DTMR) BVRT stakeholder workshop with Council officers on 17 October 2018.

There was a suggestion made at this meeting that there may be economic benefit in linking the BVRT at Coominya with the existing Wivenhoe Hill Trails which are used for mountain bike and other purposes and maintained by Seqwater at their risk.

A community representative at the stakeholder workshop meeting also suggested that Brisbane Valley Protein Precinct Pty Ltd may have an interest in developing/ funding a publicly accessible cycle link through the precinct.

Brisbane Valley Protein Precinct Pty Ltd advised its principle support for this idea on 21 December 2018 without mention of funding and other details.

Council engineers have noted some potential routes for a link through the Protein Precinct which might involve existing easements and the Winders Gravel Pit Road reservation.

Consistent with Council's direction to date on the BVRT it is recommended that Council:

- Support the development of a link between BVRT and Wivenhoe Hill Trails by offering desktop concept design assistance
- Avoiding taking on additional operating costs or risk associated with any link between BVRT and Wivenhoe Hill Trails by encouraging the link to be developed on private land with public access by agreement
- Seek to regularise the closure of Winders Gravel Pit Road (which passes through Brisbane Valley Protein Precinct) to motorised vehicles. The road is currently gated.

Attachments

Letter to Brisbane Valley Protein Precinct Pty Ltd of 4 December 2018.
 Email from Brisbane Valley Protein Precinct Pty Ltd of 21 December 2018
 Map of Brisbane Valley Protein Precinct
 Maps of the area between Coominya and Hay Road
 Wivenhoe Hill Trails Network Map

Recommendation

THAT Council confirm its support for the development of a bicycle / hiking trail through the Brisbane Valley Protein Precinct including Winders Gravel Pit Road linking Coominya with Hay Road, offer desktop concept design assistance to Brisbane Valley Protein Precinct Pty Ltd for the proposal and liaise with the company for temporary closure of Winders Gravel Pit Road for public motorised use.

Decision:

Moved - Cr Gaedtke

Seconded - Cr Whalley

"THAT Council confirm its support for the development of a bicycle / hiking trail through the Brisbane Valley Protein Precinct including Winders Gravel Pit Road linking Coominya with Hay Road, offer desktop concept design assistance to Brisbane Valley Protein Precinct Pty Ltd for the proposal and liaise with the company for temporary closure of Winders Gravel Pit Road for public motorised use."

Carried

Subject:	Somerset Rail Trail and Fun Run or Ride 2019
File Ref:	SRC - Recreation and Cultural Activities - Event Management - 2019 SRTFR
Action Officer:	DCORP

Background/Summary

The Somerset Rail Trail Fun Run is due to be held this year on 14 July 2019. This will be the seventeenth consecutive time this event is held. For the third time a Bike Ride leg will be held. The event is being organised along similar lines to last year in terms of the course and Run and Bike events.

To recognise that the Bike Leg is now a regular part of the event it is proposed that the event name be changed to incorporate this fact. The proposal is to change the event name to:

Somerset Rail Trail Fun Run or Ride

The event can be easily promoted with this change in mind for the current year as the organising committee are aware of the change and have been making preparations with this

change in mind.

Attachments

Nil

Recommendation

THAT Council change the name of the fun run to the Somerset Rail Trail Fun Run or Ride.

Decision:	Moved - Cr Brieschke	Seconded - Cr Hall
	"THAT Council change the name of the fun run to the Somerset Rail Trail Fun Run or Ride."	
	<i><u>Carried</u></i>	

Subject:	Farming Ladies' Day Out - 29 January 2019
File Ref:	Community services - service provision - Community Development
Action Officer:	CDO

Background/Summary

On 29 January, 54 ladies from Somerset's rural community participated in a Farming Ladies Day Out, the final activity made possible by a Queensland Government grant to assist in strengthening communities in drought declared regions.

The day included a visit to the Brisbane Valley Protein Precinct and lunch at Cormorant Bay Café. The lunch included two inspirational speakers - Heather Foord, LGAQ Ambassador who encouraged farming women to look after themselves, often being the cornerstones of their families and communities, and Kym Harrison, a Mount Kilcoy famer, who spoke of her challenges and diversification, which has strengthened her resilience throughout tough times.

Three female service providers, including the farm household case offer from Centrelink, a rural financial counsellor and a worker from TherapyPro, which offers psychological support throughout the region attended and mingled with the participants. Councillors Cheryl Gaedtker and Helen Brieschke were also in attendance.

Feedback from the event was extremely positive. 52 ladies completed the feedback sheets. Of these, 35 were motivated to attend to visit to the Brisbane Valley Protein Precinct, 26 attended as an opportunity to go out, 13 used it as an opportunity to catch up with friends and ten wanted to meet other farming women. 92 percent felt more connected and everyone felt more informed at the end of the day. Most ladies took the opportunity to complete the further comments section, with the general consensus that the day was enjoyable, informative, relevant, inspirational and well organised. Some requested more events in the future, so they could remain connected, even if on a smaller scale.

This event was the final activity supported by the drought assistance grant. In total there have been two community barbecues, one regional dinner and information evening, this event and support for two rural minds workshops. Around 250 rural residents attended the events over the four months.

Recommendation

THAT Council consider support for smaller scale social and information sessions at a

sustainable cost and consider grant application funding to support these initiatives.

Decision:	Moved – Cr Gaedtke	Seconded - Cr Choat
<p>“THAT Council support small scale social and information sessions at a sustainable cost where grant funding is available to support these initiatives for communities across the region.”</p> <p style="text-align: right;"><u>Carried</u></p>		

Subject:	Sport and Recreation report – January 2019
File Ref:	Governance – Reporting – Officer Reports
Action Officer:	SRO

Background/Summary

The following report contains an overview of current activities of the sport and recreation officer (SRO) and an update of projects in planning phase and future proposals as of the end of January 2019.

Vibrant Somerset

1. Operate Indoor Sports Facilities

Points note that the highlights are from the December sports facility reports.

Fernvale Indoor Sports Centre

There were 1,273 attendees at the centre in December 2018. Attendances were the lowest monthly total of any month for the past four years. Attendances are lower than the same month in prior years and significantly lower than Kilcoy.

- Gym memberships for December (202) were slightly lower than the figures recorded in the previous month however higher than figures recorded during the same period last year.
- Internal marketing included keeping the Facebook page updated with regular posts as well as other forms of social media including Instagram. Community Facebook pages are achieving a reasonably good following to these posts.
- Netball, Futsal, Indoor cricket and other programmes offered by the centre are reasonably well attended.

Toogoolawah Community Gym

- Attendances in classes and general gym usage in December were high at 331 for the month. The gym has a number of well received classes. There are 42 members of the gym. There are 11 classes per week and these are all well attended.
- Internal marketing initiatives included putting more posters around the centre, in-house challenges, free passes available to the community, promotion of programs and classes and local events and activities on offer for the community.
- External marketing initiatives for December included the following:
 - Permanent space in the local newspaper.

- Several adverts in local papers and a leaflet drop.
- Promotion of programs, classes and local events and activities on offer to the community.
- Sponsored several fundraisers in Somerset.
- Free passes have been left at various businesses in Toogoolawah.
- Regular facebook updates.
- Space in the local high school newsletter promoting the gym.
- Posters have been placed around town.
- Talks to various community groups.
- Promotion of personal training.

Kilcoy Indoor Sports Centre and Gym

There were 2,006 attendees at the centre in December. Attendances were higher than figures recorded in the previous month and given that the centre was shut for Christmas was significantly higher than the same month last year and significantly higher than attendances at Fernvale. The graph below illustrates the figures recorded over the past eighteen months.

- Memberships were slightly lower than the previous months at 153.
- Internal marketing initiatives included several internal promotions with challenges, promotion of programs, challenges and activities available for the community, suggestion box with a monthly prize, friends in fitness newsletter and the 'What's happening in Somerset' wall.
- External marketing initiatives for December included the following:
 - Weekly column for the local paper.
 - Promotion of programs and events.
 - Leaflet drop with specials and new classes.
 - Sponsored several events around Kilcoy.
 - Corporate membership packages offered to local businesses.
 - Free passes given to allied health services to hand to their patients.
 - Regular Facebook updates with an increase on members from the previous month.
 - Jayne McKenzie is attending all external meetings such as Somerset Interagency Meeting, Youth Meetings, and Ladies Groups.
 - New classes created from the Active Ageing program held by Council.
 - Working with Kilcoy Respite to offer rehab classes for 8-10 of their patients

2. Swimming pools maintained in operating condition

Kilcoy Aquatic Centre

There were 3,475 attendances recorded for December; attendances are lower than last month and less than attendances recorded at the same time for the last two years. The drop in attendance for the month is in line with the trend for December, but still needs to be monitored. The graph below illustrates attendance trends from current and previous seasons. This drop is probably due to issues experienced with the heating system.

- Internal marketing initiatives included regular updates on Facebook, website and the creation of flyers for all programs.
- External marketing initiatives were achieved through new facility signs and banners placed at the front of the centre to encourage community interest.
- Centre programs that are available to the community include aqua aerobics, squad

training, learn to swim and pool parties.

- There were no incidents recorded for the month of December.

Toogoolawah Pool

- There were 1,735 attendances recorded for December; attendance figures are higher than figures recorded during the same period last year and is the highest monthly December attendance for the Toogoolawah Pool in the last four years.
- Internal marketing initiatives included regular updates on Facebook, website and the creation of flyers for all programs.
- External marketing initiatives were achieved through new facility signs and banners placed at the front of the centre to encourage community interest.
- Centre programs that are available to the community include aqua aerobics, squad training, and learn to swim.
- There were no incidents recorded for the month of December.

Lowood Pool

There were 2,346 attendances recorded for December, attendance figures are higher than the figures recorded during the same month last year. The Lowood attendance figures have improved to the point where attendances may be more in line with 2016-17 which is a great improvement but still significantly lower than 2015-16 and Kilcoy.

- Marketing and promotional initiatives included regular Facebook updates and flyers for the promotion of programs. There were several activities and events held over the month to encourage participation which has been well received by the community.
- There were no incidents recorded in the month of December.
- Several minor maintenance issues were addressed.
- Attendance for training for seniors and squad has noticeably improved.

Esk Pool

- There were 842 attendances recorded for December. These figures seem to be in line with the last two years attendance for the pool but are significantly below 2015/16.
- Marketing and promotional initiatives included regular Facebook updates and flyers for the promotion of programs. The change and addition of operating days have been welcomed by the community.
- There were no incidents recorded in the month of December.

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

The SRO position is currently vacant and these activities are currently not occurring.

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

The SRO position is currently vacant and these activities are currently not occurring.

5. Community participation in physical activity

The Dive in Movie nights for Toogoolawah and Esk were held and were well attended. The assistance normally provided by the SRO for these events was provided by Trent Nibbs from Lockyer Valley Regional Council. Approximately 70 adults and kids attended Esk and 47 adults and kids attended Toogoolawah

Somerset Rail Trail Fun Run 2019

Preparations for the 2019 event are still occurring. The date of Sunday, 14 July 2019 has been set for the event with the event taking place from Lowood to Fernvale again.

Australia Day Pool Events 2019

Inflatables were purchased for Esk and Toogoolawah. An issue has occurred with the Toogoolawah inflatable and this is being investigated. Additional inflatables were hired for Kilcoy and Lowood. Early reports from the two Lessees on the day were that all preparations were in order. The Lowood Pool had over 100 patrons before 10am.

Fernvale Memorial Park Exercise Equipment

The SRO provided confirmation of the project scope and location and a commencement date of April, 5 2019 has been set.

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

The SRO position is currently vacant and these activities are currently not occurring.

7. Multiple use of recreation reserves

The SRO continued to liaise with user groups at the Fernvale Sports Park, Lowood Recreational Complex and Esk Recreational Grounds regarding various matters. Fernvale Sports Park now has a working calendar for users of the facility.

Western Pride FC have shown interest in utilising the Fernvale Sports park for a developmental program. The Director has continued to liaise with Western Pride FC regarding the potential use of the grounds. Western Pride have indicated a desire to hold junior training at least once a week on the Rugby League field from the Start of Term 1 through to the End of Term 3. A meeting was held with Ross Planning on Tuesday 29 January 2019 at Fernvale sports park. This was an information gathering and familiarisation for Scott Walker and Amy Stewart of Ross Planning.

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

The SRO position is currently vacant and these activities are currently not occurring.

9. Grant applications/approvals

An application for the Cricket Nets at Fernvale was submitted under the Australian Cricket Infrastructure Fund, as approved by Council.

10. Sports equipment library developed

December Esk - 3 Lowood - 1 Toogoolawah – 2 Kilcoy – 0

There was a total of 6 loans from the Active and Healthy Resource Centre in the month of December.

Attachments

Nil

Recommendation

THAT the Sport and Recreation Officer's Report for January 2019 be received, and the contents noted.

Decision:

Moved - Cr Brieschke

Seconded - Cr Ogg

"THAT the Sport and Recreation Officer's Report for January 2019 be received, and the contents noted."

Carried

Subject:	Brisbane Valley Rail Trail (BVRT) - Linville Station
File Ref:	Economic Development - Projects - Rail Trails
Action Officer:	DCORP

Background/Summary

The BVRT Ambassadors met with the Mayor and Deputy Mayor in January 2019. At that meeting the Ambassadors advised that they have a plan for the entire Linville area similar to that at Blackbutt. To further their plan, they require Council's support for a lengthier Licence or Lease of a larger area of land to incorporate all the land included in the Station area and the area of land leading into the station.

Given that Council supported the Ambassadors for an annual licence and areas that included the Linville Station and Carriages there is probably no reason why support for the Licence over the larger area and for a greater timeframe, should not be given.

Previously, Council considered the Ambassadors plan and costings. The Ambassadors have the support of the Department of Transport and Main Roads (DTMR - letter attached). The Department had also indicated they would assist the Ambassadors with the removal and disposal of the unusable carriages.

Part of the Business Plan from the Ambassadors was a request for Council to surrender the lease Council has with the State over the land and allow for the Ambassadors to lease the land directly from DTMR. The current arrangements are that Council's lease expires in 2036. The Plan that the Ambassadors have in mind has now expanded. There is a risk that they are taking on too much but without lengthy tenure it is hard to see how they will attract any serious funding.

Attachments

BVRT – Ambassadors Plan for Linville Station area and the proposed Licence/Lease area.

Recommendation

THAT Council confirm their support to Transport and Main Roads and provide the Ambassadors with a longer-term Lease/Licence over the larger area requested by the Ambassadors and that the Lease/Licence be for the five-year Term requested and an option for a further Term.

Decision:

Moved - Cr Brieschke

Seconded - Cr Ogg

"THAT Council confirm their support to Transport and Main Roads and provide the Ambassadors with a longer-term Lease/Licence over the larger area requested by the Ambassadors and that the Lease/Licence be for the five-year term as requested with an option to extend."

Carried**RADF Cheque Presentation - Somerset Art Awards**

Caroline Smith (Regional Librarian) introduced Jan Godfrey, Betty Williams and Nellie Smith from the Somerset Art Society Inc (SASI).

Mayor Graeme Lehmann presented Ms Godfrey and SASI with a RADF cheque towards the Somerset Art Awards. Ms Godfrey, Convenor of the Art Awards Committee, thanked Council for their continued and even more generous support for this year's Somerset Bendigo Bank Art Awards. Ms Godfrey stated that with the generous budget provided, the society can support their ambitions to hold an even greater art awards this year. Planning has been underway for several months and SASI have changed the scope of what they are presenting, with greater prize money and that is greatly due to Bendigo Bank's support. There is a substantial first prize and Ms Beryce Nelson has been very busy and active gaining support for further prize money.

An Entry Form will shortly be released, and SASI are looking forward to holding the Gala Opening at the Somerset Civic Centre on 26 July 2019, followed by the exhibition on 27 and 28 July 2019.

Ms Godfrey noted that this is SASI's fourth biennial art awards, noting that the late Mrs Hetty Van Boven played a very big role in the first three art awards. SASI are therefore honouring the late Mrs Van Boven with a HVB Textile Art Award, which they are sure will create quite a bit of excitement.

Adjournment of meeting

The meeting adjourned at 10.07am for morning tea, resuming at 10.30am.

Subject:	Mayoral Gala Charity Ball Fund – Advertising
File Ref:	2018 -2019 Mayoral Gala Charity Ball Fund
Action Officer:	DCORP

Background/Summary

Council has previously endorsed the Mayoral Gala Charity Ball Funds Distribution Policy (EX06), which detailed the use of funds from the Mayoral Gala Charity Ball.

The policy states "For Category 1 applications, advertisements will be placed in local media,

for two (2) funding rounds per financial year, advertising the availability and requesting applications by a specified date, addressing the selection criteria." However, due to the Toogoolawah Bushfires funds have already been distributed according to Category 2 assistance and there are no remaining funds for Category 1.

Funds held were distributed in two rounds in October 2018 and January 2019.

Attachments

Nil

Recommendation

THAT Council not proceed with the advertising of funding rounds for the Mayoral Gala Charity Ball.

Decision:

Moved - Cr Hall

Seconded - Cr Brieschke

"THAT Council not proceed at this time with advertising of funding rounds for the Mayoral Gala Charity Ball."

Carried

Subject:	Youth Engagement Officer's Report - Australia Day 2019
File Ref:	Community Services - Youth Development - Youth Services
Action Officer:	YEO

Background/Summary

Council supported Australia Day activities at the swimming pools in each town by covering the cost of the pool entry for the day, making it free to all patrons, in an effort to contribute to community spirit and add to celebrations on the day. Council included additional activities at all four swimming pools in the region.

Included was the purchase of 2 water inflatables from Alex Technology which were designated for Esk and Toogoolawah pools. Total cost \$9,754.80

Two land based inflatables were hired from Astro Jump and designated to Kilcoy and Lowood Pools. Total cost \$5,500.

Pool Entry Results (inclusive of adults and children) -

Lowood Pool – 195

Esk Pool – 49

Kilcoy Pool – 410

Toogoolawah Pool – 185

Total persons through the pool gates for Australia Day programs - 829

Total cost to Council from Somerset Sport and Aquatics (Lowood and Esk)	\$ 827
Total cost to Council from Aqua Antics (Kilcoy and Toogoolawah)	\$2975

The inflatable at Toogoolawah developed holes in the sealed unit, resulting in the unit being withdrawn from the pool. This is currently under investigation with the pool operator. All other locations operated smoothly and enjoyed by all attending the Australia Day celebrations.

Attachments

Photos of land and water inflatables for all pool locations

Recommendation

THAT the Youth Engagement Officer's Report – Australia Day 2019 be received and the contents noted.

Decision:

Moved - Cr Gaedtke

Seconded - Cr Ogg

"THAT the Youth Engagement Officer's Report – Australia Day 2019 be received and the contents noted."

Carried

Subject:	Lowood Art - Cultural Festival - Saturday, 27 April 2019
File Ref:	Licencing - local laws - regulated activities - 2018-2019 - regulated activities (1087267)
Action Officer:	CSSA

Background/Summary

The Lowood Community Action Group has requested the use of Clock Park in Lowood to hold the Lowood Art-Cultural Festival on Saturday, 27 April 2019 between the hours of 10am and 3pm.

The Lowood Art-Cultural Festival will have market stalls, raffles, Thai food, sausage sizzle, live entertainment and band.

The organisers are planning to use the section of Clock Park up to the old Lowood Railway station and is seeking approval to close part of the carpark adjacent to the park. This section would contain 20 carparks. The closed car park section would be utilised to set up food stalls and to allow pedestrian movement in that area without restriction. Refer to the attached plan showing the proposed car park area to be closed to traffic.

Council has approved this section of the car park to be temporarily closed during events on previous occasions and has not received any complaints from the public.

The organisers have requested assistance from Council for the following:-

- Access to power from the two power poles in Lowood Clock Park for the duration of the event;
- Supply of two road closed signs on stands and 15 traffic cones to assist with the temporary closure of the car park during the event.

Attachments

Plan showing the section of the car park to be closed.

Recommendation

THAT Council approve the Lowood Art-Cultural Festival to be held in Clock Park in Lowood on Saturday, 27 April 2019 under Council's Local Law No 1 (Administration) 2001 and Subordinate Local Law No 1.14 (Undertaking Regulated Activities on Local Government

Controlled Areas and Roads) 2011 subject to the following conditions:

- The event is to be held between the hours of 10am and 3pm only.
- The area is to be kept in a clean and tidy state and the organisers are required to adequately provide for the collection and disposal of waste generated by the event. Council will assist by supplying five community bins.
- It is noted that Council's public toilet facilities are available to be used during the event however if these facilities require cleaning or stocking up of supplies during or after the event, the organiser will be required to ensure that these facilities are kept clean and supplied with the necessary stocks.
- 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 one day after the event.
- There is to be no vehicular access into the park.
- Should a temporary shade structure be required, only a standalone marquee (no tent pegs or spikes) is permitted to be used within the park or within the car park area.
- 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.
- 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.
- If food is to be sold at the event for profit, each stall holder must obtain a food business licence from Council. Some exemptions do apply for non-profit organisations, please contact Council's Environmental Health Section for further information.

AND THAT Council approve the partial closure of the car park as shown on the attached plan between the hours of 7am and 4pm on Saturday, 27 April 2019.

AND FURTHER THAT Council will assist with the supply of five (5) community bins for waste disposal, two (2) road closed signs on stands, fifteen (15) traffic cones and access to power.

Decision:

Moved – Cr Choat

Seconded - Cr Ogg

"THAT Council approve the Lowood Art-Cultural Festival to be held in Clock Park in Lowood on Saturday, 27 April 2019 under Council's Local

Law No 1 (Administration) 2001 and Subordinate Local Law No 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011 subject to the following conditions:

- The event is to be held between the hours of 10am and 3pm only.
- The area is to be kept in a clean and tidy state and the organisers are required to adequately provide for the collection and disposal of waste generated by the event. Council will assist by supplying five community bins.
- It is noted that Council's public toilet facilities are available to be used during the event however if these facilities require cleaning or stocking up of supplies during or after the event, the organiser will be required to ensure that these facilities are kept clean and supplied with the necessary stocks.
- 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 one day after the event.
- There is to be no vehicular access into the park.
- Should a temporary shade structure be required, only a standalone marquee (no tent pegs or spikes) is permitted to be used within the park or within the car park area.
- 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.
- 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.
- If food is to be sold at the event for profit, each stall holder must obtain a food business licence from Council. Some exemptions do apply for non-profit organisations, please contact Council's Environmental Health Section for further information.

AND THAT Council approve the partial closure of the car park as shown on the attached plan between the hours of 7am and 4pm on Saturday, 27 April 2019.

AND FURTHER THAT Council will assist with the supply of five (5) community bins for waste disposal, two (2) road closed signs on stands, fifteen (15) traffic cones and access to power."

Carried

Subject:	Footpath Asset Management Policy - OP017
File Ref:	Financial management - asset management - 2018-2019 - asset management policy
Action Officer:	AE

Background/Summary

Council is required under section 168 of the *Local Government Regulation 2012* to provide for strategies to ensure the sustainable management of its assets and infrastructure. Council has set out these strategies in a number of policies.

Council adopted the following asset management policies in the past:

- OP005 Asset Management Policy Bridges
- OP006 Asset Management Policy Buildings and other structures
- OP007 Asset Management Policy Roads
- OP008 Asset Management Policy General


It is now recommended that Council also adopt an asset management policy for footpath asset to further demonstrate compliance with section 104 of the *Local Government Act 2009* and also to provide clear direction for undertaking footpath asset management across the organisation in a structured and coordinated way.

Attachments

Footpath Asset Management Policy – OP017

Recommendation

THAT the Footpath Asset Management Policy OP017 set out below be adopted:

Decision:	Moved - Cr Hall	Seconded - Cr Whalley
	"THAT the Footpath Asset Management Policy OP017 set out below be adopted:	
<div><p>Somerset REGIONAL COUNCIL</p></div>		
Policy Subject/Title:	Footpath Asset Management Policy	
Policy Number:	OP017	

Responsible Officer:	Director Operations
Legislative or Regulatory Reference:	Local Government Act 2009 and regulations
Related Policies / Procedures:	Asset Management Policy OP008
Authorised by:	Somerset Regional Council
Authorised on:	
Amendments:	

1. OBJECTIVE

To meet Council's legal responsibilities for financially sustainable asset management in respect of footpath assets. To improve the quality, safety and amenity of the pedestrian environment.

2. BACKGROUND

The **Local Government Act 2009** requires councils to adopt long term asset management plans which provide for strategies to ensure the sustainable management of assets and infrastructure. It is intended that Council will adopt asset management policies for each of its asset categories as part of its long-term asset management plan.

3. PURPOSE

This policy deals with Council's asset management strategies for footpaths, shared paths and walking trails.

4. SCOPE

The policy applies to Somerset Regional Council and is limited to the maintenance and renewal of existing assets. This policy does not deal with the construction of new footpath assets.

5. POLICY

There are limited resources available to undertake footpath inspection, maintenance and renewal activities. Council must therefore prioritise asset management functions to achieve the best possible long-term outcomes for its assets while helping to ensure a safe and efficient footpath network.

For asset management planning purposes, design lives for footpath components are estimated as below:

Asset type/Asset component	Useful life (years)
Concrete - Smooth	50
Concrete - Faux Brick-Wearing surface	17
Concrete - Faux Brick – Concrete base	50
Spray sealed – Surface	10
Spray sealed - Pavement	20
Gravel	50
Pavers	30

Footpath inspection: To establish an understanding of the actual condition of the footpath network routine inspection will be carried out. Council is collecting the information that it needs to identify problem areas, prioritise works programmes, and develop on-going maintenance and capital works programme.

The following table sets out the inspection frequency;

Path Type	Frequency of Inspection
CBD/commercial/shopping centre precincts Frontage to Schools, Hospitals, Transport nodes	1-2 years

All others

2-3 years

Reactive inspections are undertaken based on complaints, requests and reports received via Council's Customer Service Request system.

Condition rating: The rating system to be utilised in establishing a formalised inspection program for footpath network is based on scoring appropriate segments of the network with ratings from 1 to 5 – where 1 is for 'as new' condition and 5 is for 'requires replacement'.

Footpath condition rating table:

Rating	Determining Criteria			
	<i>Cracking</i>	<i>Slipperiness</i>	<i>Evenness</i>	<i>Displacement</i>
1 (As new)	No Cracking	No slippery section	Even Surface	<5mm
2 (Minor level of defects affecting up to 10% of footpath area)	Some cracking present	Slightly slippery section	Slightly uneven surface	5mm-10mm
3 (Moderate level of defects affecting 10%-20% of footpath area)	Many cracked slabs present	Slippery Section(s)	Moderately uneven surface	10mm-20mm
4 (Significant defects affecting up to 50% of footpath area)	Significant cracked slabs present	Very slippery section(s)	Very uneven surface	20mm-30mm
5 (Severe defects requiring replacement or reconstruction affecting greater than 50% of Footpath area)	Extreme level of cracked slabs present	Extreme slipperiness	Extremely uneven surface	>30mm

The condition of footpaths may change considerably over the length of a segment. It is not the intention to break the network into very small sections. Therefore, the overall condition rating of a segment may vary than some isolated higher rated defects on the same segment.

Controls: It is necessary to establish control mechanisms for dealing with high to low risk hazard sites. Also controls need to be established when dealing with complaints from the public, service requests from staff and authorised openings. This sites generally represent a potential danger and can be either made safe by the erection of barricades and lighting, or temporarily repaired until permanent repairs can be affected. The following table will be used to categorise associated risk with every damaged site.

Footpath defect action response guide**Rating Action required**

- | | |
|---|--|
| 1 | No action required |
| 2 | Monitor and inspect annually and determine appropriate action |
| 3 | Repairs might be undertaken in conjunction with programmed works in the area |
| 4 | Work programmed into maintenance works. |
| 5 | Action taken same day. Action may involve signage followed by programmed maintenance |

6. DATE OF RESOLUTION

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

Signed: Date:"

Carried

Subject:	Renewal of Term Lease over Lot 166 on C311626
File Ref:	Rates and Government Valuations - Notifications - 2018-2019 - Leases (Road Licence - Permit to Occupy - Stock Grazing Permit) (1091447)
Action Officer:	AEO

Background/Summary

An email has been received from the Department of Natural Resources and Mines (DNRM), reference 2018/006763, seeking Council's views on the renewal of the term lease of 0/234649 for grazing purpose over LOT 166 on C311626 locality Linville.

The term of the lease expires on 30 November 2020. DNRM is also looking for Council's view on the following -

- Requirements that may affect the future use of the land;
- On expiry of the existing lease, would Council as Trustee be prepared to offer the current lessee a Trustee Lease or Trustee Permit over the subject area in accordance with Section 57 of the Land Act 1994 and Policy PUX/901/210 – Leases over reserves;
- If entering into a Trustee Lease or Trustee Permit is not an option, Council's views or requirements to the granting of a new Term Lease over the subject area.

The land is presently leased for grazing and reserved for grazing, road or stock route.

There are no Council services on the road reserve.

In answer to the DNRM questions the following advice is offered:

- The reserve may at some time in the future still be required for gazetted purposes.
- The Director Corporate and Community Services would prefer that leasing of this property continue to be under a term lease arrangement direct with the State on the

basis that offering a trustee lease raises potential conflict with trustee permits for grazing purposes, for which Council can only offer a three (3) year period, as opposed to the State being able to offer a term of up to 50 years.

- The area should be leased for grazing purposes and be kept free of noxious weeds and that access to the road reserves north and south of the leased area be available if required by adjacent landholders or public authorities.

The land is zoned rural.

Attachments

Property Map

Recommendation

THAT Council advise the Department of Natural Resources and Mines concerning their reference 2018/006763 the following:

- The reserve may be required in the future for its gazetted purpose.
- Council is not prepared to take over the administration of the leasing of the reserve.
- It has no objection to the further leasing of as Lot 166 on C311626 for grazing purposes provided it is kept free of noxious weeds and that access to the road reserves north and south of the leased area be available if required by adjacent landholders or public authorities.

Decision:

Moved - Cr Hall

Seconded - Cr Whalley

"THAT Council advise the Department of Natural Resources and Mines concerning their reference 2018/006763 the following:

- The reserve may be required in the future for its gazetted purpose.
- Council is not prepared to take over the administration of the leasing of the reserve.
- It has no objection to the further leasing of as Lot 166 on C311626 for grazing purposes provided it is kept free of noxious weeds and that access to the road reserves north and south of the leased area be available if required by adjacent landholders or public authorities."

Carried

Subject:	Esk Landfill Hydrogeological Review
File Ref:	Waste management - reporting - waste facilities
Action Officer:	DDM

Background/Summary

Tonkin Consulting was commissioned to undertake a detailed review of existing historical groundwater, leachate, and surface water information pertaining to the Esk Landfill, located at 30 Murrumba Road. In addition, a desktop review of the hydrogeological setting of the site, including potential and likely receptors that may be impacted by potentially contaminated groundwater emanating from the site. There are three existing monitoring bores on-site that were a part of the original cell.

Findings of the report indicate that impact from leachate material emanating from the landfill is likely to be minimal, as concentrations of ammonia were found at levels that were below both the ecological and human health-based trigger levels in all three wells. However, given that the northernmost wells are essentially across gradient of the northernmost “old landfill cell”, there is essentially no-down gradient delineation to the north of the landfill site.

Recommendations from the report include:

- The formulation of a revised groundwater management plan for the site, documenting the monitoring requirements and specifying the analysis requirements and data quality objectives in accordance with applicable state and federal regulatory guidelines and as a minimum meeting the requirements of the Environmental Authority (Permit) Clauses WT4-3 and WT4-4 regarding the establishment of a groundwater management system and groundwater monitoring program respectively. Estimated cost \$6,000;
- The instalment and surveying of additional monitoring wells (up to 3) in accordance with the revised groundwater monitoring plan for the site. Estimated cost \$12,000.

Attachment

Esk Landfill Location Plan

Recommendation

THAT projects for the formulation of a revised groundwater management plan for the site and the instalment and surveying of additional monitoring wells be added to the Forward Works List for future budget consideration.

Decision:

Moved - Cr Whalley

Seconded - Cr Gaedtke

“THAT projects for the formulation of a revised groundwater management plan for the site and the instalment and surveying of additional monitoring wells be added to the Forward Works List for future budget consideration.”

Carried

Subject:	Quotation No 1119 Forest Hill Fernvale Road Concrete Footpath
File Ref:	Corporate management - tenders - quotations - 2018-2019 - quotations - numbered
Action Officer:	WM

Background/Summary

In its Works Program 2018/19 Council has a concrete footpath project on Forest Hill Fernvale Road to construct from Peregrine Drive to Sea Eagle Drive, Lowood.

This project is funded 50% by the Principal Cycle Network program. This project is required to be completed this financial year; therefore, it was decided to deliver this project through a contractor due to limited Council resources redeployed towards recently announced Department of Transport and Main Roads projects.

A request for quotation was sought under Local Buy Contract BUS244-1013 – Civil Works: Roads, Bridges and Road Resurfacing, from four suppliers. Quotations closed on Thursday

31 January 2019 with offers received from two suppliers. One offer received falls within the budget allowed for this project.

Prices received (including GST) are as follows:

A&M Civil Contracting	- \$340,271.69
Construction Siteworks Pty Ltd	- \$512,432.49

A&M's works program shows a start in early March and finishes in mid-May. A&M is a local contractor based within the Somerset Region and has done a variety of civil works for Council over many years, most recently the successful completion of 27km of the Brisbane Valley Rail Trail.

Attachments

Nil

Recommendation

THAT Quotation No 1119 Forest Hill Fernvale Road concrete footpath, be awarded to A&M Civil Contracting Pty Ltd for the cost of \$340,271.49 inclusive of GST.

Decision:	Moved - Cr Choat	Seconded - Cr Brieschke
	<p>"THAT Quotation No 1119 Forest Hill Fernvale Road concrete footpath, be awarded to A&M Civil Contracting Pty Ltd for the cost of \$340,271.49 inclusive of GST."</p> <p style="text-align: right;"><u>Carried</u></p>	

Subject:	Brisbane Valley Rail Trail - Water Bubblers Review
File Ref:	Economic development - projects - rail trail
Action Officer:	DDM

Background/Summary

At the 28 November 2018 Ordinary Meeting, Council officers were asked to:

"THAT Council prepare a report on what possibilities exist to alleviate concerns about accessibility to water bubblers along the trail in areas under Council's lease where there is no access to Council's water supply."

This report is prepared to answer the above direction and as a review of water bubblers along all sections of the rail trail under Council's control.

In areas where a water supply is available in towns, officers identified where water bubblers could be made more readily available to users and is shown in the table below.

In areas where there is no access to Council's or QUU's water supply, several options were identified. This includes the villages of Harlin and Coominya. In both towns there are shops that provide drinks commercially. In the village of Moore, a local shop has installed a water filling system to allow users to refill water bottles at minimal cost of about \$1.

Should Council wish to consider supplying potable water, this potentially could be done where there are existing bores and a pressurised system with the installation of a filtration/UV

disinfection system. These would typically need to be installed near the amenities. There are package systems that can supply low volume potable water. See attached example. Note that ongoing maintenance could include changing of filters (six months), changing of bulbs (annually), and ongoing water testing. Costs would include installation (estimated \$9,000) and annual maintenance (estimated \$2,000) for each site. Installation would entail review by plumbing and environmental health.

Council's Tourism team has liaised with SEQwater (SEQ) and Queensland Urban Utilities (QUU) regarding contributions to acquiring a self-contained mobile water bottle filling station for use at SRC events and for loan or hire to other community events. SEQ and QUU have said that they would consider a funding proposal, however could not confirm that they would support funding for the filling station or ongoing maintenance costs.

Comments on accessibility to water bubblers along the rail trail in Council controlled areas include the following:

Site	Comment
Fernvale	Bubblers at Fernvale Futures, playground, toilet, and adjacent to trail. No further bubblers recommended at this time.
Lowood	Bubbler at skate park, and Clock Park. Bubblers may not be readily visible from trail. Additional bubbler may be installed closer to the rail trail within Clock Park. Estimated cost \$1,500.
Coominya	Drinks available at shops. Non-potable pressurised water supply at toilets. Trail passes adjacent to toilets. Filtration system and bubbler may be installed at toilets. Estimated cost \$9,000 and \$2,000 annual maintenance.
Esk	Bubblers along trail at Pipeliner Park. No further bubblers recommended at this time.
Toogoolawah	Bubbler at skate park, public toilets, the Condensery and Poll Crandell Park. Bubblers may not be readily visible. Additional bubbler may be installed closer to rail trail (1) adjacent to skate park as part of funded cycle project (2) and install at railway station to benefit trail and adjacent Gardiner Street Rest Area (may require separate meter). Estimated cost \$3,000.
Harlin	Drinks available at shops. Non-potable pressurised water supply at toilets. Trail is about 150m from toilets. Filtration system and bubbler may be installed at toilets. Estimated cost \$9,000 and \$2,000 annual maintenance.
Moore	Trail is not controlled by Council, but passes through village. Drinks available at shops. Non-potable pressurised water supply at toilets. Trail is about 250m from toilets.

	Filtration system and bubbler may be installed at toilets. Estimated cost \$9,000 and \$2,000 annual maintenance.
Linville	Bubbler adjacent to trail and at toilets. No further bubblers recommended at this time.

Attachments

Example of Pressurised Water Filtration System
Decision of Ordinary Meeting Wednesday 28 November 2018

Recommendation

THAT projects to install additional bubblers at Lowood Clock Park, Toogoolawah skate park and Toogoolawah railway station be added to the Forward Works List for future budget consideration.

Decision:

Moved - Cr Whalley

Seconded - Cr Ogg

"THAT projects to install additional bubblers at Lowood Clock Park, Toogoolawah skate park and Toogoolawah railway station be added to the Forward Works List for future budget consideration."

Carried

Subject: Operations Report for January 2019
File Ref: Governance - Reporting - Officer Reports
Action Officer: CSSA

Background/Summary – Technical Design Team (Michael Kinion)

Technical Design Team (Michael Kinion)

This team is finalising the detailed designs for the 2018-2019 capital works program and has started to prepare projects for future works and budget consideration. The team has provided support to the construction crews on roadworks at the construction of Pryde Street, Lowood and Apple Tree Creek Bridge.

The Technical Design team continue to set out traffic counters within the region to maintain our current information and update the asset register with the latest information following completion of works and inspections.

Permit	Jan-19	Jan-18
Property Searches	52	74
Land access Permit	60	40
Property Access Applications	6	8
National Heavy Vehicle Regulator Permits – Dwellings	3	7
National Heavy Vehicle Regulator Permits – Other	17	25

Background/Summary – Works Department (Rob Bouchier)

Weather Conditions:
Continuing dry.

Gary Eastell - Foreman:**Northern Maintenance Crew (Nigel Valentine)**

This crew completed maintenance on Masters Lane, Oakey Mill Road and has been working on the George Street drainage job, cutting drains through the back of the golf course and down through the saleyards. This crew will continue with maintenance until the power pole is moved and the pipes arrive for George street in the next week.

Excavator crew (Dave Bandit)

There have been four burials during January. The crew is continuing with ongoing drainage maintenance and clean-up of illegal dumping sites.

Landfill (Rob Hester)

Waste operations are continuing as normal at Esk Landfill. The crew is having fortnightly meetings on the upcoming installation of the weighbridge at the Esk Landfill. Weighbridge has been ordered and pending arrival in March. Underground water monitoring wells have been installed at the old landfill site in Jimna and Kilcoy. With data from monitoring the optimum solution to treat landfills will be developed.

Wayne Kohler - Foreman:**Southern Maintenance Crew (Thomas Varney)**

This crew has been assisting in moving trucks and plant to various locations before and after repairs and inspections for the workshop. It has also completed maintenance work on Spenglers Lane and Schimkes Lane Clarendon, Jacqueline Road, Lowood and adding Polycom to Muckerts Lane.

Esk Concrete Crew (Ron Ratcliff)

This crew is continuing with works on the footpath component of Pryde Street, Lowood.

Doug Freeman - Foreman:**Kilcoy 1 Grader Crew (Stuart Gardner)**

This crew returned to work in stages and assisted Kilcoy 2 as required. Maintenance work included Fulham Road shoulders, Cressbrook Caboonbah Road eastern side of Apple Tree Creek Bridge and German Reserve Road.

Kilcoy 2 Grader Crew (Acting Peter Cobbin)

This crew also returned to work in stages and assisted Kilcoy 1 as required with some of the work mentioned above. Other works include Ruckers Lane, Coopers Lane and is now making a start on Linkes Lane sealing project.

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

This crew has continued with ongoing patrols for potholes on both Council and TMR roads, patching and resealing of parking area top end of William Street, Kilcoy.

Austrroads Patching Crew 2 (Craig Thompson)

This crew has continued with ongoing patrols for potholes on both Council and TMR Roads. It has undertaken reseal preparation works in Somerset Dam.

Bitumen Crew (James Rolph)

After the break, this crew assisted with drain cleaning in several locations and completion of reseal preparation works in Somerset Dam town. It has also completed pavement repairs on Atkinson Dam Road, Fernvale Road, Tom Street, Harlin and QUU pavement repairs in Toogoolawah, Esk and Kilcoy.

Bruce Zinn - Foreman:**Bridge Crew: (Chris Wheeler)**

This crew is continuing with Apple Tree Creek Bridge replacement. Both abutments have been completed. Wings and ballast walls will be ongoing. The bridge decks are completed and waiting transport to site. This crew has also been assisting with concrete pours on Marumbah Creek culvert as required.

Kilcoy Concrete Crew: (Kerry Kubler)

This crew has been busy with the concrete culvert at Marumbah Creek on Monsildale Road with the slab poured and crown units now in place. Work will be ongoing and expected completion by late February.

Lyle Crawford – Senior Foreman:**Repair Crew 1: (Jim Walker)**

This crew has continued with ongoing sign repairs and signage schemes, customer service requests, such as linemarking, cleaning of stormwater drains, assisting capital works crews with laying of turf, trimming tree branches, some minor respray jobs for stop lines etc, tree trimming and pick up after storms.

Repair Crew 2: (Steve Nutley Ganger)

This crew has continued with ongoing signage repairs. The crew has also patrolled and completed various customer service requests in more remote locations. Other works include ongoing tree lopping/trimming clean up and TMR maintenance works.

Department of Transport and Main Roads (TMR) Works

Council officers have recently submitted offers for the following TMR projects:

- Forest Hill Fernvale Road pavement rehabilitation
- Brisbane Valley Highway batter protection
- Guard rail upgrades on Brisbane Valley Highway and Wivenhoe Somerset Road
- Sight board upgrades on Brisbane Valley Highway
- Signage scheme on Esk Kilcoy Road
- D'Aguilar Highway (Mary Street) pavement rehabilitation

TMR has recently accepted all of the above offers except for the sight board upgrade and D'Aguilar Highway (Mary Street), which remains under consideration. Council officers are presently working through preliminaries including prestart meetings etc. and enable on-ground works to commence soon.

The water main relocation project on D'Aguilar Highway (Mary Street), Kilcoy was completed at end January by Queensland Urban Utilities (QUU). QUU is engaged as sub-contractor by Council for these works.

Charlene Meehan – Parks and Garden Coordinator:**Esk Gardeners:**

The Esk crew is undertaking mowing and garden maintenance activities.

Esk and Lowood Mowing Crew:

The mowing crew is undertaking mowing activities.

Kilcoy Mowing Crew and Gardeners

The Kilcoy crew is undertaking mowing and garden maintenance activities.

SRC Slasher Operators:

Slasher operators are currently undertaking slashing and flail mowing activities.

Town Stewards:

The town stewards are undertaking their normal duties.

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

- The mechanics have continued with the ongoing service and maintenance of Council fleet. They have also carried out some extra routine maintenance during Christmas shut down period. All of Council's wheel loaders and trucks fitted with scales had annual testing and calibration carried out by Position Partners.
- P.518 new Fuso single cab truck was fitted out for Repair Crew 2 with new tool boxes and equipment fabricated inhouse. The truck is now awaiting final fit out of two-ways and lights before being handed over to the crew.
- P.246 and P.247 new JCB backhoes have been delivered and have been fitted out. Inductions will be carried out on Wednesday, 6 February 2019 and then handed over to both concrete crews (Esk and Kilcoy).
- Two repairs were carried out on IWS trucks.
- One new lease vehicle has been delivered.
- Monthly check and start tests on emergency gensets were carried out at Esk office, Fernvale Futures and Kilcoy depot.

Welding Crew:

- The welding crew carried out various repairs to Council assets in and around parks, gardens and buildings, fabricated all tool boxes, water tanks, ladder racks etc for the new truck for the repair crew.
- Repair to the dog exercise yard fence at Esk animal pound.
- Assemble refurbished bus shelter and will be reinstalled in Lowood early February.
- Carried out various repairs to Council plant.

Hire Plant:

- Council has been using hired rollers, excavators and water trucks as required.
- Colas – bitumen spraying crew have continued with reseal work.

Reflect Info:

- TMR – RMPC has 1755 defects with 270 accomplishments completed.
- Local Roads has 1521 defects recorded with 1234 accomplishments.
- Somerset Bridges has 173 completed inspections.

Background/Summary – Customer Service Requests (Debbie Chandler)

Council received 365 customer service requests for the month of January 2019. A copy of the report is attached for your information.

Month	No of CSR's Received	For Comparison Month	No of CSR's Received
Jul-18	377	Jul-17	539
Aug-18	365	Aug-17	595
Sept-18	410	Sept-17	456
Oct-18	389	Oct-17	458
Nov-18	357	Nov-17	547
Dec-18	258	Dec-17	421
Jan-19	365	Jan-18	536
		Feb-18	585
		Mar-18	533
		Apr-18	451
		May-18	483
		June-18	409

The top five requests received from customers during the month of January 2019:

- Replacement of split wheelie bins (IWS contract) - 27
- Roads/bridges/drainage - vegetation - 26
- Public amenities/building repairs - 25
- Roads/bridges/drainage - traffic furniture - 22
- Overgrown allotments - privately owned - 19

Recommendation

THAT the Operations Report for January 2019 be received and the contents noted.

Decision:

Moved - Cr Hall

Seconded - Cr Ogg

"THAT the Operations Report for January 2019 be received and the contents noted."

Carried

Subject: Bridge load limits
File Ref: Roads - maintenance - bridges - culverts
Action Officer: WM

Background/Summary

Reference is made to the report presented to Council on the 27 August 2014 where the following resolution was carried:

"THAT Council endorse the action of Council engineers in reducing the load limit on Taylors Bridge on Esk Crows Nest Road and that Council delegate authority to the Chief Executive Officer to endorse actions that must be taken by Council's Manager Operations to load limit bridges that are identified as deficient in their ability to carry

the designated traffic loading.”

Council has recently carried bridge inspections on Neuendorf Road and Tetzlauffs Road bridges and these reports identify ongoing structural degradation of these timber bridges. Currently these bridges are load limited to 22 tonne and these inspections have highlighted the need to further reduce Neuendorf Rd bridge to a 16 tonne limit.

Accordingly, in the interest of public safety, Council's Director Operations has taken immediate action to load limit the Neuendorf Road bridge to 16 tonne gross vehicle mass.

Tetzlauffs Road bridge will remain at a load limit of 22 tonne gross vehicle mass.

Council officers are presently preparing a submission under the Australian Government's Bridges Renewal Program in an attempt to fund the replacement of these bridges with resilient concrete structures.

Attachments

Nil

Recommendation

THAT the report is received and contents noted.

Decision:

Moved - Cr Hall

Seconded - Cr Choat

“THAT the report is received and contents noted.”

Carried

Congratulations to Staff on the Launch of the *Experience Somerset* Visitor Guide and Photographic Exhibition at The Condensery - Friday 8 February 2019

Mayor Graeme Lehmann, on behalf of Council, congratulated Melanie Maeselee (Communications and Marketing Manager) and all staff involved in holding the event on Friday 8 February 2019 to launch Somerset Regional Council's new Visitor Information Guide, photographic exhibition and on-line photographic library, stating that the evening was very well done, and a great success with very positive feedback from those who attended.

Subject:	Tourism and Promotions Report - January 2019
File Ref:	Tourism - Promotions
Action Officer:	CMM

The following is the end of monthly summary of activities relating to the four visitor information centres in Somerset (Esk, Fernvale, Kilcoy and Toogoolawah) for January 2019.

Visitor Statistics

	Somerset	Brisbane	Other SEQ	Rest of Queensland	Interstate	International	Total
Esk VIC	78	130	138	32	64	16	458
Kilcoy VIC	152	63	76	40	56	29	416

Fernvale VIC	192	106	75	27	26	2	428
SRAG and TVIC	133	109	49	14	29	7	341

Visitor Motivators

The top three reasons visitors attended each respective centre.

	First	Second	Third
Esk VIC	Maps and directions	Glen Rock Gallery	Tourist drives
Kilcoy VIC	Maps and directions	Other	Caravan and camping
Fernvale VIC	Maps and directions	Events and markets	BVRT
SRAG and TVIC	SRAGTC	Arts and Culture	Heritage

Merchandise Sold

The top three merchandise items sold at each centre.

	First	Second	Third	Total \$ Value
Esk VIC	Postcard	Bumper sticker	Magnet	\$14
Kilcoy VIC	Magnet	Water bottles	Postcard / bumper sticker	\$21
Fernvale VIC	Magnet / Postcards	Water bottles / Stubby coolers	-	\$24
SRAG and TVIC	5 x Stubby Coolers	4 x Water bottles	2 x Postcards	\$40

Volunteers

	Active Volunteers	Non Active Volunteers	Total	Resignations	New Volunteers
Esk VIC	9	2	11	0	0
Kilcoy VIC	11	5	16	0	0
Fernvale VIC	20	1	21	0	1
SRAG and TVIC	11	2	13	0	1
	51	10	61	0	2

Volunteer Acknowledgement / Engagement

The volunteer next volunteer familiarisation tour will be held on Tuesday, 5 March 2019.

Room Bookings

	Number of Room bookings/hires	Total \$ value from Room bookings/hires
Esk VIC	0	\$0

Kilcoy VIC	4	\$308
Fernvale VIC	18	\$2164
SRAG and TVIC	0	\$0
Fernvale Community Hall	12	\$252
Fernvale Showgrounds	1	\$0

Somerset Regional Art Gallery – The Condensery

Next exhibition: Experience Somerset

Artists: The exhibition is presented by Somerset Regional Council

This photographic exhibition celebrates real country, real adventure. This exhibition will allow the viewer to explore the Somerset of yesteryear through historic artefacts and images of the early pioneer settlements. Viewers will enjoy a journey from past to present with an exhibit of images captured by travel photographer, David Kirkland. The imagery will highlight the region's expansive countryside, iconic landmarks and spectacular scenery.

The exhibition opening will be held in the first week of February. The invite will be a business networking event and launch of the new Somerset tourism guide.

There will also be a volunteer morning tea to celebrate the launch of the new guides in mid February. This event will provide the volunteers the opportunity to network with volunteers from other centres, learn about the Experience Somerset exhibit and find out more about the exciting tourism initiatives planned for 2019.

Workshops

ATP9 children workshops have been secured through GOMA for the Somerset Regional Art Gallery – The Condensery. These free workshops are available at the gallery until April 2019.

Bus Tours

There were no bus tours in January.

Glen Rock Art Gallery (inside Esk Visitor Information Centre)

Glen Rock Gallery exhibitions coordinated by SASI include:

Artist: Christine O'Connor

Thursday, 27 December 2018 to Wednesday, 30 January 2019

Events

2019 Australia Day Awards

The event occurred on Saturday, 26 January 2019 at the Somerset Civic Centre and was open to the public. The 2019 Australia Day Awards received 25 nominations and welcomed five new citizens. It is estimated over 200 people attended the event.

Reel Wivenhoe Classic 2019

Planning for the 2019 event continues. Written event website content has commenced for and is pending approval before development. Tourism will develop this with assistance from Council IT. Seqwater application lodgement has been pushed back to end of February due to other urgent tasks. Council has lodged applications to trademark both Reel Wivenhoe Classic and Reel Somerset Classic logos. All other event planning continues as per the event brief.

Somerset Rail Trail Fun Run

The annual Somerset Rail Trail Fun Run will be held on Sunday, 14 July 2019. Planning for this event is well underway with the tourism department taking the lead on this event until the sport and rec officer role is filled. Following the appointment, the tourism team will then support event promotion, social media management, graphic design collateral and organisation of the festival component and assistance with event organisation.

Experience Somerset visitor guide

The printed visitor guides were received on Tuesday, 29 January 2019 and will go on display Saturday, 9 February 2019.

Experience Somerset website

The tourism team are updating supplied tourism operator content for the tourism website. The tourism team are visiting tourism operators (where required) to take photos for inclusion on the tourism operator website pages. All sections of the website will be updated progressively from the launch date of the new visitor guide.

Mayoral Gala Charity Ball

Staff are in the process of creating a theme as well as putting together sponsorship proposals for the 2019 event.

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. Regional events have also been added to ATDW to be distributed to various websites including Visit Brisbane and Queensland.com. Events are continually updated on the Experience Somerset website.

Electronic signs – events placed on signs throughout the region.

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

Engagement

Enewsletters were not distributed during January due to the additional workload associated with the visitor guide and website.

Social Media Overview**Facebook Pages**

Experience Somerset – 2036 likes (an increase of **3** on previous month)

Somerset Regional Art Gallery – the Condensery – 393 likes (an increase of **10** on previous month)

Somerset Rail Trail Fun Run - 1067 likes (an increase of **9** on previous month)

Reel Wivenhoe Classic Facebook page - 706 likes (an increase of **2** on previous month)

Instagram account

Experience Somerset – 733 followers (an increase of **25** on previous month)

Experience Somerset Website Statistics*Total pages views:*

	First	Second	Third
Top three audience locations	Brisbane (2305)	Sydney (186)	Gold Coast (155)
Top three referrers	wedshed.com.au (123)	somerset.qld.gov.au (118)	instagram.com (10)

Other:

- Council officers are investigating design of a brand element to complement the tourism brand. Quotations for this branding element are being reviewed.
- School based trainee Kaylah Robertson started at the Fernvale Visitor Information Centre. Staff welcomed her and will continue to nurture her in her development in the role.
- School based trainee Katie Humphreys started at the Toogoolawah Visitor Information Centre. Staff welcomed her and will continue to nurture her in her development in the role.
- Work continues on updating and managing the new Experience Somerset online image catalogue due for release in February 2019.
- The Toogoolawah visitor information services officer was accepted into the Young Professionals Queensland Tourism Industry Councils mentoring program for 2019. The VISO have been paired with mentor Wayne Clift, who is a tourism consultant assisting the industry in Tourism Development. Mr Clift is also the owner and managing director of Southern Queensland's largest day tour company including Australian day Tours and Gray Line Tours. The official launch of the program is on Tuesday, 19 February. The mentorship program will run from February until July.
- Council met with Katie Edmiston, a representative of Creative Arts Alliance, the government organisation assisting regional areas in art and cultural funding, to discuss opportunities and available funding in Somerset specifically for the tourism and cultural section of the organisation.
- Somerset operators were sent information from the tourism team about the Queensland Tourism Industry Council's Free Digital training courses offered in 2019. Council tourism staff will also be attending some of these workshops.
- Council will again advertise in the 2019 edition of Wot's on in Queensland Event, Markets and Festival. Wot's on in QLD have offered Council a free additional ad in SE Qld Wots on in QLD guide distributed only at airports and a free website ad on VIC landing page of the Wots on in QLD website. The Wot's on in Queensland Event, Markets and Festival booklet will be distributed to visitor information centres in March 2019 along with the update of their website.

Attachments

Nil

Recommendations

THAT the Tourism and Promotions Report for January 2019 be received and the contents

noted.

Decision:	Moved - Cr Gaedtke	Seconded - Cr Ogg
	"THAT the Tourism and Promotions Report for January 2019 be received and the contents noted."	
	<u>Carried</u>	

Subject:	LGAQ Elected Member Training
File Ref:	Governance - Councillors - 2016 - 2020 - Professional Development
Action Officer:	CEO / EA

Background

The Local Government Association of Queensland will be holding an Elected Member Update session, hosted by Toowoomba Regional Council in Highfields on Monday 4 March 2019.

The LGAQ note that it is an important update for councillors and nominated senior staff to attend, as Somerset Regional Council enters the final year of this local government term. The cost per attendee will be \$412.50.

Highlights of the program will include -

- With over 40,000 people in local government, our skills profile is shifting. Hear brand new research on how councils are coping with an increased demand for specialist positions like cyber security and data safety.
- Up-to-the minute insights into the conduct of the Federal Election campaign and the sector's priorities, expected to be in full swing in March, as well as discussion of the next Belcarra Bill and implications.
- Global challenges like climate change and extreme weather, cyber security and data protection and their implications for local policy and governance.

Alternatively, Somerset Regional Councillors may wish to hold an Elected Member Update session in the Somerset Region, and the cost of and we are currently investigating the costs involved.

Attachments

Nil

Recommendation

THAT Somerset Regional Councillors undertake the 2019 Elected Member Update Session.

THAT the 2019 Elected Member Update Session take place in the Somerset Region.

OR

THAT Somerset Regional Councillors join the Toowoomba Elected Update Session to be held on Monday 4 March 2019 at Highfields.

Decision: Moved - Cr Hall Seconded - Cr Gaedtke

"THAT Somerset Regional Councillors undertake the 2019 Elected Member Update Session.

THAT the 2019 Elected Member Update Session take place in the Somerset Region."

Carried

Subject: Pest Animal and Weed Symposium 2019 - 20 - 23 May 2019 - Sea World Conference Centre, Gold Coast

File Ref: Governance - Councillors - 2016 - 2020 - Professional Development

Action Officer: CEO / EA

Background

The annual Pest Animal and Weed Symposium 2019 will take place at the Sea World Resort Conference Centre from 20 - 23 May 2019. Non-member Earlybird registration (\$795) closes on 18 March 2019.

This year's conference coincides with a Council meeting day, namely 22 May 2019.

Attachment

Pest Animal and Weed Symposium 2019 website information

Recommendation

THAT in addition to the previous resolution of 10 October 2018 authorising Crs Choat, Hall and Brieschke to attend the Pest Animal and Weed Symposium 2019, Gold Coast from 20 - 23 May 2019, THAT Crs also be authorised to attend.

Decision: Moved - Cr Hall Seconded - Cr Choat

"THAT in addition to the previous resolution of 10 October 2018 authorising Crs Choat, Hall and Brieschke to attend the Pest Animal and Weed Symposium 2019, to be held at the Gold Coast from 20 - 23 May 2019, THAT Mayor Lehmann also be authorised to attend.

THAT the Council meeting of 22 May 2019 be rescheduled."

Carried

Closed Session - Agenda items 32 and 33

In relation to Agenda Items 32 and 33, Mayor Graeme Lehmann advised, pursuant to sections 275(e) and (h) of the *Local Government Regulation 2012*, that this meeting be closed to the public to consider the following items -

Item 32 - South East Queensland (SEQ) West Waste Alliance - Tender Plan
Item 33 - Kilcoy Showgrounds

Into closed session

Decision:	Moved - Cr Whalley	Seconded - Cr Ogg
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"THAT Council move into a closed session at 10.57am so that Councillors or members can discuss contracts proposed to be made by Council and business for which a public discussion would be likely to prejudice the interests of Council or someone else, or enable a person to gain a financial advantage."

Carried

Out of closed session

Decision:	Moved - Cr Hall	Seconded - Cr Choat
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"THAT Council move out of the closed session at 11.38am and that the meeting be once again open to the public."

Carried

Subject:	South East Queensland (SEQ) West Waste Alliance – Tender Plan
File Ref:	Waste management - planning - waste reduction
Action Officer:	DOPER

Recommendation

THAT a Tender Consideration Plan be prepared, in accordance with 230(1)(a) of the Local Government Regulation 2012, for the purposes of accessing shortlisted submissions received via a statutory expression of interest with a sub-regional alliance arrangement using a Single Council Approach and led by another Local Government within the alliance.

THAT the Tender Consideration Plan set out in Confidential attachment to this report dated 5 February 2019, in accordance with section 230(1)(b) of the Local Government Regulation 2012, for the purpose of accessing shortlisted submissions received via a statutory expression of interest within a sub-regional alliance arrangement using a Single Council Approach and led by another Local Government within the alliance, be adopted.

Decision:	Moved - Cr Hall	Seconded - Cr Ogg
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"THAT a Tender Consideration Plan be prepared, in accordance with 230(1)(a) of the Local Government Regulation 2012, for the purposes of accessing shortlisted submissions received via a statutory expression of interest with a sub-regional alliance arrangement using a Single Council Approach and led by another Local Government within the alliance.

THAT the Tender Consideration Plan set out in Confidential attachment to this report dated 5 February 2019, in accordance with section 230(1)(b) of the Local Government Regulation 2012, for the purpose of accessing shortlisted submissions received via a statutory expression of interest within a sub-regional alliance arrangement using a Single

Carried

- 5 Esk Recreation Grounds inspection meeting
BV Bulls Rugby League meeting, Esk
- 6 Somerset Dam and District Progress Association meeting, Coronation Hall
- 8 Experience Somerset Photographic Exhibition opening, The Condensery Art Gallery
- 9 Free Koala Tree distribution, Esk Library
Toogoolawah Markets
- 12 Tourism Advisory Committee meeting

Free Koala Tree Day

It was great to see so many residents collecting Council's free koala trees in Esk on Saturday. People came from all over the region and were very grateful of the opportunity of receiving free trees and the advice given by Council's Natural Resource Manager.

Cr Choat - Councillor report

- 23/01/2019 Council General Meeting and Workshop – Council Chambers Esk
- 24/01/2019 Chamber of Commerce Meeting Kilcoy
- 26/01/2019 Australia Day Ceremony Esk
- 30/01/2019 Meeting CEO Jason Bradshaw, Council Chambers Esk
- 04/02/2019 Kilcoy State High School Investiture Ceremony
Visit Kilcoy SHS Agriculture Department for gifting of Australorps
- 04/02/2019 Brisbane Valley Neighbourhood Watch Meeting Borallon
- 08/02/2019 Seniors Badge Ceremony Glamorgan Vale State School
- 08/02/2019 Official launch of "Experience Somerset" visitors' guide at The Condensery
- 10/02/2019 Ipswich Pigeon Specialist Club Annual General Meeting officiating as Patron
Esk Show Society High Tea fundraiser
- 11/02/2019 Lowood State High School Investiture Ceremony

Cr Gaedtke - Councillor report

- 24 January Kilcoy Chamber of Commerce and Community Inc. monthly meeting
- 26 January Australia Day Celebration and Awards Presentation
- 27 January Kilcoy Race Club – Australia Day Races
- 29 January Farming Ladies Day Out – Cormorant Bay
- 30 January Financial Assistance Grant Overview Meeting – Queensland Local Government Grants Commission
- 30 January Brisbane Valley Kilcoy Landcare Group Meeting – Kilcoy
- 31 January Meeting with DTMR, Kilcoy Chamber of Commerce – Kilcoy Creek Bridge replacement
- 02 February Yowie parkrun Launch – Kilcoy
- 04 February 2019 Investiture – Kilcoy State High School
- 06 February Somerset Dam and District Progress Assn monthly meeting
- 07 February Brisbane Valley Heritage Trail monthly meeting – Esk
- 08 February Experience Somerset – Toogoolawah Condensery
- 08 February Opening Night – Get Your Aprons On – Kilcoy Art Society Inc.
- 10 February High Tea Fundraiser – Glamorgan Vale – Esk Show Society
- 11 February Lowood State High School – Parade and Leader Induction Ceremony
- 12 Tuesday Tourism Advisory Committee Meeting – Esk

The past three weeks have presented Somerset with very special occasions and celebrations. Events have been well attended with some being talked about for some time afterwards and in a very positive manner. Congratulations to all nominees of the various Australia Day Awards, to be nominated is a blessing and an honour, to being selected as the award bearer is a lifetime qualifying milestone. I particularly would like to acknowledge and thank Ms Kym

<i>Decision:</i>	Moved – Cr Choat	Seconded - Cr Whalley
	<p>“THAT the verbal and written reports of Crs Brieschke, Choat and Gaedtke be received and the contents noted.”</p> <p style="text-align: right;"><u><i>Carried</i></u></p>	

Nil

Nil

Nil

<i>Decision:</i>	Moved – Cr Gaedtke	Seconded - Cr Whalley
	<p>“THAT Council provide a report relating to the refurbishment of the existing walking track around Yowie Park, Kilcoy, options available and cost of same.”</p> <p style="text-align: right;"><i>Carried</i></p>	

Summary	There being no further business, the Mayor, Cr Graeme Lehmann closed the meeting at 11.50am.
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