



**Minutes of Ordinary Meeting  
Held Wednesday 13 May 2020**

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

**Present**

Cr Graeme Lehmann	(Mayor)
Cr Helen Brieschke	(Deputy Mayor)
Cr Sean Choat	(Councillor)
Cr Cheryl Gaedtke	(Councillor)
Cr Kylee Isidro	(Councillor)
Cr Jason Wendt	(Councillor)
Cr Bob Whalley	(Councillor)
Mr A Johnson	(Chief Executive Officer)
Mr M McGoldrick	(Director Corporate and Community Services)
Mr C Young	(Director Operations)
Mr L Hannan	(Director Planning and Development)
Mr G Smith	(Director Finance)
Mrs K Jones	(Director HR and Customer Service)
Mrs S Pitkin	(Minute Secretary / Executive Assistant)
Ms M Maesele	(Communications and Marketing Manager)

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**Opening of Meeting**

The Mayor, Cr Graeme Lehmann, opened the meeting at 9.01 am.

**Leave of Absence**

Nil

**Confirmation of Minutes****Resolution**

Moved – Cr Choat

Seconded – Cr Brieschke

“THAT the Minutes of the Post-Election Council Meeting held 22 April 2020 as circulated to all Members of Council be confirmed”.

Carried

*Vote - Unanimous*

**Resolution**

Moved – Cr Brieschke

Seconded – Cr Whalley

“THAT the Minutes of the Ordinary Council Meeting held 22 April 2020 as circulated to all Members of Council be confirmed”.

Carried

*Vote - Unanimous*

**Business arising out of minutes of previous meeting**

Nil

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

I am very pleased to advise the Toogoolawah Show Society has been one of 122 successful applicants out of 445 in obtaining a grant of \$117,597 from the Regional Agricultural Show Development Grants Program.

The Australian Government has committed \$20 million dollars over 2 years to support agricultural shows for vital infrastructure and enhancement projects through the ‘AgShows’ program.

This grant will enable the show society to construct a new insulated roof at the front of the kitchen at Toogoolawah Showgrounds, provide new security doors and windows for the kitchen and office, install air conditioning in the office, install solar panels and upgrade kitchen equipment.

This couldn’t have happened at a better time, when most show committees have cancelled or postponed their annual events.

**Cr Choat - Matters of Public Interest**

The past few months have been challenging to the vast majority of our community with the Corona Virus impacting on every aspect of family, community and professional life. It seems the efforts of our community have paid off with the virus in retreat and some restrictions starting to ease.

As the parent of a year twelve student I was pleased to see schools reopen for those students. This is their most important year with their hard work throughout schooling coming to an end and their setting their sights on future careers. Senior year is also the time for rites of passage. School formals, final exams and even Schoolies Week. I know many year twelves are disappointed that the Corona Virus has diminished much of their final year with things like competitive sport all but gone and social interaction also reduced greatly.

I want to take this opportunity to wish our Somerset Year Twelves all the very best in their studies and hope the remainder of their final year is a memorable one.

**Cr Gaedtke - Matters of Public Interest**

It is with sadness that I reflect on the following events since our last Ordinary Council Meeting:

- The passing of a long-term Toogoolawah identity and true gentleman, Mr John Douglas Seymour. John joined his Father, Wilfred Seymour who founded Seymour's Transport in 1924. The business was awarded an International Harvester agency in 1929, and which continued for over 55 years, it also took on a Toyota dealership in 1970. John 95, was a very pivotal part of the business and continued to play an active role until only a number of years ago.
- The passing of long-term Kilcoy Shire Council employee, Mr Eric Thomas Gray. Eric 91, worked at Kilcoy Shire Council from 1956 to 1991, and during the latter part of this time was my immediate supervisor. Eric held the position of Cost Clerk and Acting Shire Clerk and I respected Eric as my mentor and valued the work ethic that he instilled in me. Prior to 1985 and computerisation council utilised the Kalamazoo loose leaf ledger system, and I can recall being taught by Eric that all columns must balance precisely by the use of manual calculators, not even a one cent discrepancy was tolerated.
- The horrific accident that occurred in Victoria on 22 April 2020 which resulted in the biggest single loss of life of Victorian Police claiming the lives of four Police Officers. As we are in roles that relate directly to service to our communities, loss of life is the ultimate price to pay, and one not expected. They have now joined the legacy of our Australian heroes.

**Declaration of Conflict of Interest - Cr Isidro - Agenda Item Number 8**

I declare that I have a conflict of interest in this matter (as defined the *Local Government Act 2009*, section 175D as follows):

**Item Number 8 - Development Application No 16842 – Rocky Gully Road and Banffs Lane, Coominya** and I have a relationship with Mr Tony Lukritz and the nature of my relationship with Mr Lukritz is, he is my brother who is a Manager at Zanows Quarries.

I have determined that this personal interest is not of sufficient significance that it will lead me to make a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the decision and voting on this matter.

However, I acknowledge that the remaining Councillors must now determine, pursuant to section 175E(4) of the *Local Government Act 2009*:

- (a) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether:
  - 1. I must leave the meeting while this matter is discussed or voted on; or
  - 2. I may participate in the meeting in relation to the matter, including by voting on the matter.

<b>Resolution</b>	Moved – Cr Choat	Seconded – Cr Brieschke
<p>"THAT Cr Isidro does not have either a real conflict of interest or perceived conflict of interest in Development Application No 16842 and is accordingly free to participate in the meeting while this matter is discussed, including by voting on the matter."</p>		
<p style="text-align: right;"><u>Carried</u></p> <p style="text-align: center;">Vote - Unanimous</p>		

#### Declaration of Conflict of Interest – Cr Whalley – Agenda Item 10

Cr Whalley informed the meeting that he will be declaring a conflict in Agenda Item 10, **Development Application 19318 - 1073 Glamorgan Vale Road, Glamorgan Vale.**

<b>Subject:</b>	<b>Development Application No 16842 Representations about conditions and other matters during the Applicant's Appeal Period in accordance with Section 361 of the SPA</b>
<b>File No:</b>	<b>DA16842</b>
<b>Assessment No:</b>	<b>03997-50000-000 and 03997-00000-000</b>
<b>Action Officer:</b>	<b>SP</b>

#### Subject Land

Location	Rocky Gully Road and Banffs Lane, Coominya
Real Property Description	Lot 220 SP250792 Lot 225 CA31641 Lot 226 CA31641 Lot 236 SP260138 Lot 246 CA31773
Area	322.641 hectares
Current land use	Turf farming, broad acre cropping and cattle grazing plus two dwellings and associated sheds

**Somerset Region Planning Scheme 2016**

Zone Rural zone

**State Planning Policy**

Key Resource Area (KRA) 159 Banff Terrace

**SEQ Regional Plan 2009-2031**

Designation Regional Landscape and Rural Production Area

**Application**

Level of Initial Assessment

Impact Assessable

Applicant

Zanows' Concrete and Quarries Pty Ltd  
C/- Diane Kerr and Associates  
19 Frobisher Street  
SPRINGWOOD QLD 4127

Email: [dianekerr@optusnet.com.au](mailto:dianekerr@optusnet.com.au)

Land Owner

Zanow Earthmovers No 4 Pty Ltd and Gregory William Banff

**Referrals**

Concurrence

Department of State Development, Manufacturing, Infrastructure and Planning – State Assessment Referral Agency

Advice

Nil

Third Party Advice

Queensland Bulk Water Supply Authority  
Trading as SEQ WATER

**Attachments**

1. Site Layout Plan – Drawing Number Z2004-004R2 – Zanows Concrete and Quarries - 3/05/2018
2. Noise Assessment Report – Proposed Extractive Industry – Rocky Gully Road, Coominya, Qld, 4311 – (Lot 236 on SP 260138; Lot 246 on CA31773; Lot 220 on SP250792 and Lots 225-226 on CA31641) Report No 3773R5 31 October 2019

**RECOMMENDATION**

Agree in part with the representations made and issue a “Negotiated Decision Notice” for Development Application DA16842 subject to the amended conditions and requirements contained in the Schedules.

**1. BACKGROUND**

Council at the ordinary meeting of 19 December 2019 approved a combined application containing the following elements:

- Application for a Development Permit for a Material Change of Use for an Extractive Industry; and
- Development Permit for a Material Change of Use for an Environmental Relevant Activity (ERA) 16 – Extractive and Screening Activities; and
- Application for an Environmental Authority for: ERA 16 (2)(b) – Extracting, other than by dredging, in a year, more than 100,000t but not more than 1,000,000t; and ERA 16 (3)(b)

- Screening, in a year, more than 100,000t but not more than 1,000,000t; and
- Development Permit for Operational Works (Filling and Excavation, Landscaping and importation of fill for rehabilitation works); and
- Development Permit for Operational Works for taking or interfering with water (assessable development under the *Sustainable Planning Regulation 2009* – Schedule 3, part 1, table 4, item 3(c) – taking or interfering with underground water through a sub-artesian bore if the operations are prescribed as assessable development under a regulation under the *Water Act 2000*).

On 22 January 2020 Council received representations from the applicant wanting to negotiate several conditions of development approval.

## 2. REPRESENTATIONS AND OFFICER CONSIDERATION

### REPRESENTATION NO 1 – CONDITION 1.20

Condition 1.20: All fuel transfers over 200L (other than in association with dredgers) must be undertaken within the wash bay/fuel dispensing area and in a manner, that ensures any spillage during transfer is captured within the wash bay / fuel dispensing area.

**Applicant Response:** It is requested that this condition be amended to include track mounted machinery which cannot be transported easily to the fuel transfer area.

It is requested that Council amend Condition 1.20 as follows (suggested change shown underlined):

All fuel transfers over 200L (other than in association with dredgers and track mounted machinery) must be undertaken within the wash bay/fuel dispensing area and in a manner, that ensures any spillage during transfer is captured within the wash bay / fuel dispensing area.

#### **Officer Comment:**

The representations provided by the applicant demonstrate that the proposed change is a practical outcome while still achieving the desired spillage containment. In this instance the proposed change is considered reasonable and has been accepted.

### REPRESENTATION NO 2 – CONDITION 3.10

Condition 3.10: The plant and equipment used in the approved development and the associated sound power levels identified for each item of plant and equipment must not exceed the sound power levels detailed in the Noise Measurement Services Report No 3773 R5 titled “Noise Assessment Report Proposed Extractive Industry Rocky Gully Road Coominya, Qld 4311” dated 31 October 2019.

#### **Applicant Response:**

It is requested that this condition be deleted on the following grounds:

- a) The aim of conditioning noise from extractive industries is to ensure that the activities conducted on site (whether these are associated with extraction, operational activities and/or specific plant / equipment) do not adversely affect a noise sensitive premises. The focus should be on the impact at, and beyond, the boundaries and not on each individual on-site item/activity (i.e. that the collective noise beyond the boundaries does

not adversely affect a noise sensitive premises).

- b) As such, this condition is considered to be onerous and unreasonable. It implies noncompliance. The Noise Assessment Report demonstrates that this is not the case. The conclusion states “subject to the considerations and recommendations as outlined in this Report, it is the opinion of this consultancy that the proposed development can meet the requirements of Somerset Regional Council, of the Department of Environment and Science, and be otherwise compliant with relevant statutory requirements”.
- c) The State’s Environmental Authority includes specified noise limits as set out in Table 1 of Condition N1.
- d) The Environmental Authority has suitable procedures in place to address any potential noise complaints or non-compliance.
- e) The Department of Environment and Science (DES) has prepared model operating conditions for ERA 16—Extractive and screening activities for State, Council and industry use. The latest copy of these model conditions (8 October 2019) does not include any condition that is similar to Council’s condition 3.10.

If Council is not willing to delete the condition, it is requested that the wording be amended to state “generally in accordance with” (as detailed below).

It is requested that Council delete this condition. If this is not acceptable, then it is requested that Council amend Condition 3.10 as follows (suggested change shown scored out or underlined):

The plant and equipment used in the approved development and the associated sound power levels identified for each item of plant and equipment must ~~not exceed~~ be generally in accordance with the sound power levels detailed in the Noise Measurement Services Report No 3773 R5 titled “Noise Assessment Report Proposed Extractive Industry Rocky Gully Road Coominya, Qld 4311” dated 31 October 2019.

**Officer comment:**

The assessment of the degree of impact of noise emission into the community presented in Report No 3773 R5 has been predicated on the source sound power level stated in that report. Any material increase in the source sound power levels – either individually or in aggregate – or any shortfall in the acoustical performance of the 4.5m high noise barrier may readily result in non-compliance with the day time noise level limits adopted by the applicant.

It is recognised that, ultimately, the acceptability or otherwise of the level of noise emission from the proposed quarry may be judged on the degree of compliance with the noise level limits applying at receptor locations. It is noted there is a duty of care imposed on the applicant to be aware at all times of the degree of compliance being achieved with the noise level limits applying at the receptor locations. Notwithstanding, it is infeasible for the applicant to undertake direct measurement of the level of noise emission at any of the off-site receptor locations without firstly seeking approval from the relevant landowner/s or upon request from Council. In view of this difficulty, and having regard to the duty of care imposed on the applicant, the prudent course of action would be to ensure that the source sound power levels which underpin compliance with the noise level limits are not exceeded at any time.

Simply requiring that the source sound power levels be “generally in accordance with” the



sound power levels detailed in Report No 3773 R5 is vague and uncertain. Further, it does not provide technical rigour which should be applied by the applicant to discharging the relevant duty of care.

As such, it is recommended that the condition remains unchanged.

### **REPRESENTATION NO 3 – CONDITION 3.11(a)**

Condition 3.11(a): Provide for approval by the assessment manager a site plan detailing the general arrangement of all fixed plant and equipment including GPS coordinates.

#### **Applicant Response:**

It is requested that Council delete the requirement for GPS coordinates on the following grounds:

- a) Conditions 1.10 and 1.11 require that a 'metes and bounds survey plan' be prepared with the installation of permanent markers (on-site) showing the boundary of the excavation and operation areas.
- b) The approved Site Layout Plan is on an aerial background and will be supported by the requested detailed plan showing the general arrangement of all fixed plant / equipment.
- c) Compliance with the general positioning of fixed plant / equipment can be easily assessed (visually) by any Council officer with reference to items a) and b) above.
- d) The wording of the condition itself creates a conflict – "general arrangement" versus "GPS coordinates".
- e) The intent of the more stringent GPS coordinates relates to implied noise issues. As detailed in item 2 above, the required noise levels are conditioned and there are suitable procedures in place (i.e. conditions of the Environmental Authority) to address any potential noise complaints or non-compliance.

It is requested that Council amend Condition 3.11(a) as follows (suggested change shown scored out or underlined):

Provide for approval by the assessment manager a site plan detailing the general arrangement of all fixed plant and fixed equipment ~~including GPS coordinates~~.

#### **Officer Comment:**

Given that a detailed plan showing the general arrangement of all fixed plant and equipment will be prepared, the locations of this plant and equipment will be set at specific coordinate locations in any event. It is not considered to be unreasonable to request that the locations of all fixed plant and equipment be identified by GPS coordinates.

Documentation of these coordinate locations will provide certainty for both (i) the operator of the quarry when installing the plant in the first instance and (ii) Council should it be necessary to verify the location of plant and equipment at any time in the future.

Assessment of location by visual means as suggested by the applicant makes it difficult to determine compliance, if required.

As such, it is recommended that the condition remains unchanged.

## REPRESENTATION NO 4 – ADVICE – RELEVANT PERIOD

Advice – Relevant Period: Pursuant to Section 341 of the ‘Act’ the approval will lapse if the first change of the use under the approval does not start within the ‘relevant period’ – four (4) years, starting the day the approval takes effect.

### Applicant Response:

Given the costs and work associated with developing a new extractive industry to the point of commencement, it is requested that the relevant period be extended to six (6) years. This would be consistent with the current *Planning Act 2016*. For a Material Change of Use, Section 85 allows a currency period of 6 years after the approval starts to have effect.

Furthermore, section 341 of the *Sustainable Planning Act 2009* includes a relevant period of (a) 4 years starting the day the approval takes effect, or (b) if the approval states a different period from when the approval takes effect – the stated period.

It is requested that Council amend the relevant period from four years to six years.

### Officer Comment:

Given the size and scale of the development an extended relevant period seems reasonable, particularly when consideration is given to the current legislative requirements. It is recommended that the applicant’s representations be accepted, and the relevant period be extended from four years to six years.

## REPRESENTATION NO 5 – TIMING OF CONDITIONS

Condition No	Current Timing	Request	Proposed Timing
1.3	At all times during the construction phase	The standard condition is that a copy of the approve be available on the premises at all times.	At all times.
1.9	At all times	This condition applies to rehabilitation works (ecological and final rehabilitation). Rehabilitation is not undertaken ‘at all times’, instead only as required.	At required rehabilitation times.
1.10 and 1.11	Within 6 months upon commencement  AND  Prior to excavation commencing in an excavation area shown on the Approved Site Plan	These conditions apply to a ‘metes and bounds survey plan’ and permanent markers for the extraction and operational areas. Both timeframes currently conflict. It is suggested that both conditions be changed (refer to proposed timing).	Prior to commencement in an excavation and/or operational area shown on the Approved Site plan and to be maintained at all times.
2.11 2.11a 2.13 and	Prior to commencement of extraction from the subject site	Some preparation earth works are required to be undertaken prior to the use commencing. These may be mistakenly considered as ‘extraction’. To avoid any ambiguity, it is requested that the	Prior to commencement of the use.

2.19		wording in the timing column be amended to “commencement of the use”.	
4.9	At all times	This condition requires written notification of the commencement date of dredging activities, pit dewatering or excavation below the water table for each pit. “At all times” is not relevant and the timing needs to be more specific.	Prior to commencement of dredging activities, pit dewatering or excavation below the water table for each pit.
4.11 and 4.12	Prior to commencement of any dredging activities  AND Prior to the commencement of use	These conditions apply to impacted bore “make good agreements”. Both timeframes currently conflict. It is suggested that the conditions be changed to be consistent. It is suggested that the “make good agreements” be finalised before commencement.	Prior to the commencement of the use.

It is requested that Council amend the above ‘timing’ changes accordingly.

**Officer comment:**

The proposed changes to the development condition timing are considered reasonable and provide clarification to ensure a practical implementation of the conditions. In this instance, it is recommended that the proposed timing changes be accepted and the conditions be altered.

**REPRESENTATION NO 6 – TYPOGRAPHICAL CHANGES**

**Applicant Response:**

It is requested that the following typographical changes be amended:

- a) Condition 1.3: A copy of the approval is normally required to be available “at all times” and not during the construction period. It is recommended that the reference to “during construction” be deleted from the condition and timing.
- b) Condition 3.12 (i): The word ‘bended’ should be ‘benched’.
- c) Condition 4.3 – There is a missing bracket after the word reduction [i.e. ... propagation reduction) must be ...].
- d) Schedule 5 Referral Agency – Amend the ‘Department of Infrastructure, Local Government and Planning’ to ‘Department of State Development, Manufacturing, Infrastructure and Planning’.

**Officer Comment:**

The requested amendment to condition 1.3 has been dealt with above. The noted errors in condition 3.12, 4.3 and Schedule 5 are considered minor and have been rectified.

**3. RECOMMENDATION**

THAT Council issue a “Negotiated Decision Notice” for Development Application No: DA16842 for an:

— Application for a Development Permit for a Material Change of Use for an Extractive

- Industry; and
- Development Permit for a Material Change of Use for an Environmental Relevant Activity (ERA) 16 – Extractive and Screening Activities; and
  - Application for an Environmental Authority for: ERA 16 (2)(b) – Extracting, other than by dredging, in a year, more than 100,000t but not more than 1,000,000t; and ERA 16 (3)(b) – Screening, in a year, more than 100,000t but not more than 1,000,000t; and
  - Development Permit for Operational Works (Filling and Excavation, Landscaping and importation of fill for rehabilitation works); and
  - Development Permit for Operational Works for taking or interfering with water (assessable development under the *Sustainable Planning Regulation 2009* – Schedule 3, part 1, table 4, item 3(c) – taking or interfering with underground water through a sub-artesian bore if the operations are prescribed as assessable development under a regulation under the *Water Act 2000*).

On land described as Lot 220 SP250792, Lot 225 CA31641, Lot 226 CA31641, Lot 236 SP260138 and Lot 246 CA31773, situated along Rocky Gully Road and Banffs Lane Coominya subject to the requirements and conditions contained in the Schedules and Attachments.

<b>SCHEDULE 1 – GENERAL CONDITIONS</b>		
<b>No</b>	<b>Condition</b>	<b>Timing</b>
1.1	<p>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.</p> <ul style="list-style-type: none"> <li>• Site Layout Plan – Drawing Number Z2004-004R2 – Zanows Concrete and Quarries - 3/05/2018</li> <li>• Geotechnical Stability Report – Reference 1788738-001-R-Rev2 – Prepared by Golder Associates – 2 March 2018</li> <li>• Flood Impact Assessment Report – Reference 1126-01D3 – prepared by WRM Water and Environment – dated 30 November 2017</li> <li>• Groundwater Impact Assessment – Reference G1729A – Prepared by Australasian Groundwater and Environmental Consultants Pty Ltd – Reference G1729A – dated May 2018</li> <li>• Stormwater Management Plan – Reference 2004.610.001 – prepared by Groundworks Plan – dated 19 April 2018</li> <li>• Surface Water Quality Monitoring – Reference Carr Quarry Services – dated May 2018</li> <li>• Groundwater Monitoring Program Reference G1729A Coominya Quarry - Prepared by Australasian Groundwater and Environmentbdated 10 May 2018</li> <li>• Noise Assessment Report – Proposed Extractive Industry – Rocky Gully Road, Coominya, Qld, 4311 – (Lot 236 on SP 260138; Lot 246 on CA31773; Lot 220 on SP250792 and Lots 225-226 on CA31641) Report No 3773R5 31 October 2019</li> <li>• Final Rehabilitation and Land Use Plan – Drawing Number Z20004-005R3 – Zanows Concrete and Quarries – 7/09/2018</li> </ul>	At all times

	<ul style="list-style-type: none"> <li>Integrated Environmental Management System (IEMS) prepared by Zanows Concrete and Quarries, dated May 2018 (subject to ongoing updates).</li> <li>Restoration Management Plan - Drawing Number – 0285-005 NTP 160 pages 1 – 3 – prepared by BAAM Ecological Consultants – dated 10 May 2018</li> <li>Roadworks Schedule A Rocky Gully Road, Coominya (DA16842) – dated October 2019.</li> <li>Roadworks Requirements Prior to Commencement (DA16842) – Drawing Number SK 100 Issue B – prepared by Diane Kerr and Associates – dated October 2019</li> <li>Roadworks Requirements Post Commencement (DA16842) – Drawing Number SK 200 Issue B – prepared by Diane Kerr and Associates – dated October 2019</li> <li>“Rocky Gully Road Site Access Intersection Works” plan prepared by Traffic Transport plus, Figure A-1 Rev 1 - dated 16 April 2018</li> <li>“Rocky Gully Road / Wills Road Intersection Works” plan prepared by Traffic Transport Plus, Figure B-1 Rev 1 - dated 16 April 2018.</li> <li>“Coominya Connection Rd / Railway St Intersection Works” plan prepared by Traffic Transport Plus, Figure C-1 Rev 3 - dated 2 September 2018.</li> </ul>	
1.2	Comply with the relevant provisions of the former Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times.
1.3	<del>A legible copy of this development approval package is to be available on the premises at all times during construction.</del>	<del>At all times during the construction phase</del>
1.3	A legible copy of this development approval package is to be available on the premises at all times during construction.	At all times
1.4	Pay to Council any outstanding charges or expenses levied by Council over the subject land.	At all times.
	<b>Fencing</b>	
1.5	Fencing is provided for the full length of the perimeter of the site area.	Prior to commencement of use. Maintained at all times
	<b>Heritage</b>	
1.7	Submit written confirmation, from either the registered Cultural Heritage Body or Aboriginal Party or suitably qualified person for the area that the proposed development will not result in the removal, disturbance or destruction of indigenous cultural	Prior to undertaking any works which disturb or destroy

	heritage. The Department of Aboriginal and Torres Strait Islander Partnerships is able to provide contact details for the appropriate entity, and on the duty of care imposed by <i>Aboriginal Cultural Heritage Act 2003</i> (or as amended).	the land's surface.
1.8	Provide onsite direction-signage for vehicles entering the site and accessing the amenities and parking areas.	Prior to commencement of use and to be maintained at all times
	<b>Rehabilitation</b>	
1.9	<p>Rehabilitation of the site is to occur as per:</p> <ul style="list-style-type: none"> <li>• <del>Restoration Management Plan – Drawing Number – 0285-005 NTP 160 – prepared by BAAM Ecological Consultants – dated 10 May 2018</del></li> <li>• <del>Final Rehabilitation and Land Use Plan – Drawing Number Z20004-005R3 – Zanows Concrete and Quarries – 7/09/2018</del></li> </ul>	At all times
1.9	<p>Rehabilitation of the site is to occur as per:</p> <ul style="list-style-type: none"> <li>• Restoration Management Plan - Drawing Number – 0285-005 NTP 160 – prepared by BAAM Ecological Consultants – dated 10 May 2018</li> <li>• Final Rehabilitation and Land Use Plan – Drawing Number Z20004-005R3 – Zanows Concrete and Quarries – 7/09/2018</li> </ul>	At required rehabilitation times.
	<b>Extraction Areas</b>	
1.10	<del>Provide to Council a 'metes and bounds survey plan' prepared by a Registered Surveyor registered with Surveyors Board of Queensland which shows that the total area of excavation and operational areas and setbacks to the site boundary is located generally in accordance with the Approved Site Plan.</del>	<del>Within 6 months upon commencement</del>
1.10	Provide to Council a 'metes and bounds survey plan' prepared by a Registered Surveyor registered with Surveyors Board of Queensland which shows that the total area of excavation and operational areas and setbacks to the site boundary is located generally in accordance with the Approved Site Plan.	Prior to commencement in an excavation and/or operational area shown on the Approved Site plan and to be maintained at all times.
1.11	<del>A Registered Surveyor, registered with Surveyors Board of Queensland, must install permanent markers showing the boundary of the excavation and operational areas and the quarry operator must ensure that these markers remain in place, at all times.</del>	<del>Prior to excavation commencing in an excavation area shown on the Approved Site Plan</del>

1.11	A Registered Surveyor, registered with Surveyors Board of Queensland, must install permanent markers showing the boundary of the excavation and operational areas and the quarry operator must ensure that these markers remain in place, at all times.	Prior to commencement in an excavation and/or operational area shown on the Approved Site plan and to be maintained at all times.
1.12	Excavation (including excavation and dredging) must not take place outside the excavation areas identified on the metes and bounds survey.	At all times
1.13	Operational activities (including stockpiling, storage of machinery, materials processing and all other ancillary activities) must not take place outside the excavation or operational areas identified on the metes and bounds survey.	At all times
<b>Truck and Machinery Wash Bay and Refuelling Area</b>		
1.14	All ground surfaces within wash bay/fuel dispensing area must be constructed of impervious material such as concrete or equivalent (asphalt is not suitable) and must be maintained free of gaps or cracks.	At all times
1.15	The washbay/fuel dispensing area must be bunded and graded to ensure wastewater generated from washing or spilt fuel during transfer is directed towards a containment vessel that is compatible with petroleum products and other likely chemicals to an appropriate and approved wastewater quality improvement device to remove all water contaminants, particularly hydrocarbons, prior to release to land or a lawful point of discharge.	At all times
1.16	Containment vessels or wastewater quality improvement devices must be sufficiently sized to contain or treat a volume equivalent to at least the volume of the following: <ol style="list-style-type: none"> <li>1. The largest tanker compartment likely to be delivering fuel to the site; plus</li> <li>2. Where the wash bay/fuel dispensing area is not entirely roofed, a nominal allowance for rainfall and stormwater runoff capable of inundating the wash bay/fuel dispensing area during a significant rainfall event.</li> </ol>	At all times
1.17	Where utilised, containment vessels must be fitted with high level alarms to notify operators that the tank requires emptying. All liquid and sludge waste held within the containment vessel must be transported from the site and recycled offsite or transported from the site and disposed of in accordance with the requirements of the <i>Environmental Protection Regulation 2008</i> .	At all times
1.18	Containment vessels, wastewater quality improvement devices	At all times.

	and associated drainage infrastructure must be installed, inspected and maintained in accordance with the manufacturer's recommendations. Records of regular inspections, oil and sediment checks and contractor receipts must be maintained for inspection by Council.	
	<b>Bulk Fuel Storage</b>	
1.19	All aboveground bulk fuel storage containers or tanks must be manufactured to comply with <i>Australian Standard AS 1692 Steel Tanks for Flammable and Combustible Liquids</i> and <i>Australian Standard AS 1657 Fixed Platforms, Walkways, Stairways and Ladder – Design, construction and installation</i> (where applicable), and be located to comply with <i>Australian Standard AS1940 'The storage and handling of flammable and combustible liquids'</i> .	At all times
1.20	<del>All fuel transfers over 200L (other than in association with dredgers) must be undertaken within the wash bay/fuel dispensing area and in a manner, that ensures any spillage during transfer is captured within the washbay / fuel dispensing area.</del>	At all times
1.20	All fuel transfers over 200L (other than in association with dredgers and track mounted machinery) must be undertaken within the wash bay/fuel dispensing area and in a manner, that ensures any spillage during transfer is captured within the wash bay / fuel dispensing area.	At all times
1.21	Spill trays, or other similar devices, must be used for all <i>insitu</i> fuel transfers and dredges must be securely moored during fuel transfer.	At all times
1.22	Hydrocarbon containment booms must be provided on dredges, deployed as soon as possible in the event of an on-water spill occurring, and spills cleaned up as soon as practicable to minimise contaminants migrating through groundwater.	At all times
1.23	Any dewatering being undertaken at the time of an on-water spill must cease immediately and must not recommence until the spill is cleaned up.	At all times
<b>SCHEDULE 2 – Engineering</b>		
<i>Assessment Manager</i>		
<b>No</b>	<b>Condition</b>	<b>Timing</b>
	<b>ENGINEERING</b>	
2.1	Unless specified in a Referral Agency's conditions of approval the hours of operation shall be:  Monday to Friday: 6 am to 6 pm Saturday: 6 am to 3 pm  Extractive activities are limited to 7 am to 6 pm	At all times



	No activities generating audible noise shall be conducted onsite outside the above hours.	
2.2	<p>Make an Operational Work application to Council and pay the required fees where an application involves external roadworks as stated in the following conditions.</p> <p>It is required that the design and construction of civil components of the Operational Work are to be certified by a Registered Professional Engineer Queensland (RPEQ), including:</p> <ul style="list-style-type: none"> <li>Plans and specifications must be prepared and certified with the Operational Work application.</li> </ul> <p>Certification that the works have been undertaken in accordance with the approved plans, specifications and to Council's requirements.</p>	Prior to the commencement of Operational Work
2.3	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Regional Council Design Standards</i> .	At all times
2.4	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
2.5	<p>It is required that the design and construction of civil components of the Operational Work are to be certified by a Registered Professional Engineer Queensland (RPEQ), including:</p> <ul style="list-style-type: none"> <li>Plans and specifications must be prepared and certified with the Operational Work application.</li> <li>Certification that the works have been undertaken in accordance with the approved plans, specifications and to Council's requirements.</li> </ul>	As part of Operational Works
	<b>EARTHWORKS</b>	
2.6	Any filling below the Defined Flood Level (DFL) will be in accordance with the approved flood study.	At all times
2.7	Any fill, cut and other stored material must be contained within properties comprising the development application. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).	At all times
	<b>ROADWORKS</b>	
2.8	Install all traffic signs and line markings in accordance with <i>Manual of Uniform Traffic Control Devices</i>	As part of Operational Works
2.9	All works on or adjacent to roadways must be adequately	Prior to

	signed in accordance with the “ <i>Manual for Uniform Traffic Control Devices – Part 3, Works on Roads</i> ”. Any Road or lane closure must be applied for in writing to Council, and all conditions of that approval complied with during construction of the works.	commencement of and during construction of works
2.10	The Applicant is responsible for construction and maintenance of all internal road networks.	At all times
2.11	<del>Submit written confirmation from the Department of Transport and Main Roads (DTMR) that their conditions have been satisfied.</del>	<del>Prior to commencement of extraction from the subject site</del>
2.11	Submit written confirmation from the Department of Transport and Main Roads (DTMR) that their conditions have been satisfied.	Prior to commencement of the use.
2.11a	<del>Construct the Rocky Gully Road and new Site Access intersection in general accordance with the “Rocky Gully Road Site Access Intersection Works” plan prepared by Traffic Transport plus, Figure A-1 Rev 1, dated 16 April 2018.</del>	<del>Prior to commencement of extraction from the subject site</del>
2.11a	Construct the Rocky Gully Road and new Site Access intersection in general accordance with the “Rocky Gully Road Site Access Intersection Works” plan prepared by Traffic Transport plus, Figure A-1 Rev 1, dated 16 April 2018.	Prior to commencement of the use.
2.12	Upgrade the intersection of Rocky Gully Road and Wills Road in general accordance with the “Rocky Gully Road / Wills Road Intersection Works” plan prepared by Traffic Transport Plus, Figure B-1 Rev 1, dated 16 April 2018.	No later than 5 years after commencement of haulage from the subject site;  or when the annual haulage from the site exceeds 150,000tpa for 2 consecutive years;  or when the operator commences use of B-Doubles to transport material
2.13	<del>Upgrade the intersection of Coominya Connection Road and Railway Street in general accordance with the “Coominya Connection Rd / Railway St Intersection Works” plan prepared by Traffic Transport Plus, Figure C-1 Rev 3, dated 2 September 2018.</del>	<del>Prior to commencement of extraction from the subject site</del>
2.13	Upgrade the intersection of Coominya Connection Road and Railway Street in general accordance with the “Coominya	Prior to commencement of

	Connection Rd / Railway St Intersection Works” plan prepared by Traffic Transport Plus, Figure C-1 Rev 3, dated 2 September 2018.	the use.
2.14	Design and construct Rocky Gully Road along the access route to a minimum 7 metre sealed width on an 8 metre formation with drainage and line marking from the site access through to Wills Road / Rocky Gully Road intersection in general accordance with the Roadworks Requirements Post Commencement (DA16842) – Drawing Number SK 200 Issue B – prepared by Diane Kerr and Associates – dated October 2019.	No later than 5 years from approval, or as extended by Council.
2.15	Design and construct Rocky Gully Road along the access route to a minimum 7 metre sealed width on an 8 metre formation with drainage, 200mm pavement overlay, and line marking from Cloak Street to Cornhill Street in general accordance with the Roadworks Requirements Post Commencement (DA16842) – Drawing Number SK 200 Issue B – prepared by Diane Kerr and Associates – dated October 2019.	No later than 5 years from approval, or as extended by Council.
	<b>VEHICLE ACCESS</b>	
2.16	All vehicular access shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Regional Council Design Standards</i> .	At all times
2.17	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.	At all times
2.18	All vehicles shall enter and leave the site in a forward gear	At all times
2.19	<del>The access to the site along Rocky Gully Road is to be designed in accordance with the Department of Transport and Main Roads Road Planning and Design Manual (RPDM), Austroads Guide to Road Design, and Somerset Regional Council Design Standards. Applicant is required to construct:</del>  <del>a) ——— BAR and BAL design to all turning movements</del> <del>b) ——— Sealed from the road carriageway of Rocky Gully Road to the property boundary</del> <del>c) ——— Caters for the heavy vehicles used for the site</del> <del>d) ——— In general accordance with the “Rocky Gully Rd Site Access Intersection Works” plan prepared by Traffic Transport Plus, Figure A-1 Rev 1, dated 16 April 2018.</del>  <del>All access upgrade requirements are at the applicant’s expense.</del>	<del>Prior to commencement of extraction from the subject site</del>
2.19	The access to the site along Rocky Gully Road is to be designed in accordance with the Department of Transport and	Prior to commencement of

	<p>Main Roads <i>Road Planning and Design Manual (RPDM)</i>, Austroads <i>Guide to Road Design</i>, and Somerset Regional Council <i>Design Standards</i>. Applicant is required to construct:</p> <ul style="list-style-type: none"> <li>a) BAR and BAL design to all turning movements</li> <li>b) Sealed from the road carriageway of Rocky Gully Road to the property boundary</li> <li>c) Caters for the heavy vehicles used for the site</li> <li>d) In general accordance with the "Rocky Gully Rd Site Access Intersection Works" plan prepared by Traffic Transport Plus, Figure A-1 Rev 1, dated 16 April 2018.</li> </ul> <p>All access upgrade requirements are at the applicant's expense.</p>	the use.
2.19a	<p>The crossing access along Banffs Lane is to be designed in accordance with the Department of Transport and Main Roads <i>Road Planning and Design Manual (RPDM)</i>, Austroads <i>Guide to Road Design</i>, and Somerset Regional Council <i>Design Standards</i> in general accordance with the Roadworks Requirements Post Commencement (DA16842) – Drawing Number SK 200 Issue B – prepared by Diane Kerr and Associates – dated October 2019.</p>	<p>As part of Operational Works</p> <p>Northern crossing to be completed prior to commencement of extraction on western side of Banffs Lane. Southern access points (x 2) to be completed as required, and after northern crossing is completed.</p>
2.20	<p>Provide onsite directional signage for vehicles entering the site and accessing the Site Office.</p>	At all times
	<b>INDOOR AND OUTDOOR LIGHTING</b>	
2.21	<p>The outdoor lighting of the development must mitigate adverse lighting and illumination impacts by:</p> <ul style="list-style-type: none"> <li>• Not causing nuisance by way of light spill or glare at adjacent properties and roadways.</li> <li>• Providing graduated intensity lighting with lower level brightness at the perimeter of the subject land and higher intensities at the centre of the subject land.</li> <li>• Directing lighting onto the subject land and away from neighbouring properties.</li> <li>• Using shrouding devices to preclude light overspill onto surrounding properties where necessary.</li> <li>• Not operating lighting that uses sodium lights or flare plumes.</li> </ul>	At all times
	<b>STORMWATER</b>	
2.22	<p>Stormwater Drainage and flows are to have a no worsening</p>	At all times

	effect on adjoining, upstream, or downstream landholders.	
2.23	Convey stormwater flows through the development from the upstream catchment, excluding any additional upstream stormwater intensification from future developments.	At all times
	<b>EROSION AND SEDIMENT CONTROL</b>	
2.24	Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of operations. The site shall be maintained in a clean orderly state. The Applicant is to ensure that erosion from the site is contained on site. Should proposed controls prove to be ineffective, Council will require the Applicant to: <ul style="list-style-type: none"> <li>• Install additional measures.</li> <li>• Be responsible for the restoration work.</li> </ul>	At all times
2.25	The Applicant is to ensure that erosion control devices and ponds function properly. The erosion control devices are to be periodically cleaned to remove silt deposits and material removed shall be used on the property. Should Council identify that erosion or sediment damage has occurred on the site, downstream of the site or adjacent to the site, the applicant, if accountable, will be responsible for restoration works.	At all times
2.26	Measures shall be applied to prevent site vehicles tracking sediment and other pollutants onto adjoining streets during the course of operations, and to prevent dust nuisance.	At all times
2.27	Where vegetation is removed, the vegetation waste shall be disposed of by: <ul style="list-style-type: none"> <li>i) Milling;</li> <li>ii) Chipping and/or mulching</li> <li>iii) Disposal at an approved waste disposal facility.</li> <li>iv) Burning provided fire permits are in place.</li> </ul> Waste other than vegetation waste, generated as a result of the operations shall be disposed of to an approved disposal facility.	At all times
2.28	Vegetation above and below disturbed areas is to be retained to prevent silt laden runoff from entering and leaving the site.	At all times
2.29	Stockpiles of topsoil, sand, aggregate, spoil or other material capable of being moved by action of running water shall be stored clear of drainage paths and prevented from entering the road and/or drainage system.	At all times
2.30	All declared weeds and pests are to be removed from the subject land and kept clear of such nuisance varieties during the course of operations.	At all times

<b>SCHEDULE 3 – Environmental</b>		
<i>Assessment Manager</i>		
<b>No.</b>	<b>Condition</b>	<b>Timing</b>
3.1	Notwithstanding any other condition of this development approval, this development approval does not authorise any release of contaminants that causes, or is likely to cause, an environmental nuisance or harm beyond the boundaries of the development site.	At all times
3.2	No change, replacement or operation of any plant or equipment is permitted if the change, replacement or operation of the plant or equipment increases, or is likely to substantially increase, the risk of environmental harm.	At all times
3.3	The approved development shall not cause any adverse impact on the amenity of the neighbourhood by the emission of noise, vibration, smell, glare, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil or otherwise.	At all times
3.4	The approval holder must not implement any management plan prepared as a condition of this development permit, or amend any management plan, where such implementation or amendment would result in a contravention of any condition of this development approval.	At all times
3.5	<p><b>Site Based Environmental Management Plan</b></p> <p>The approved development must be undertaken in accordance with the approved Site Based Environmental Management Plan (SBEMP), referred to in this approval as an Integrated Environmental Management System (IEMS).</p> <p>A copy of the Site Based Environmental Management Plan (IEMS) approved pursuant to this condition must be kept at the approved place and be made available to all employees and an authorised officer of Council, upon request by an employee or that officer.</p>	At all times.
3.6	The approved development is to comply with Site Based Environmental Management Plan.	At all times.
3.7	<p><b>Review of Site Based Environmental Management Plan</b></p> <p>The approved Site-Based Management Plan must provide provisions for a review of this Plan to be carried out at least:</p> <ul style="list-style-type: none"> <li>a) immediately a potential or actual source of environmental contamination, that is not already identified in the Plan, is realised; or otherwise</li> <li>b) Every two years after the commencement of the use.</li> </ul> <p>Changes, to procedures and operations for carrying out the approved development realised by any review process, must be implemented immediately.</p>	At all times.

	Noise	
3.9	<p>The approved use is to operate only during the permitted hours.</p> <p>The permitted hours are:</p> <ul style="list-style-type: none"> <li>Processing and extraction: 7 am – 6 pm Monday to Friday and 7 am – 3 pm Saturday</li> <li>Access and sales: 6 am – 6 pm Monday to Friday and 6 am – 3 pm Saturday</li> <li>Maintenance: 6 am – 6 pm Monday to Saturday</li> </ul>	At all times.
3.10	The plant and equipment used in the approved development and the associated sound power levels identified for each item of plant and equipment must not exceed the sound power levels detailed in the Noise Measurement Services Report No 3773 R5 titled <i>Noise Assessment Report Proposed Extractive Industry Rocky Gully Road Coominya, QLD 4311</i> dated 31 October 2019.	At all times.
3.11	<p>(a) Provide for approval by the assessment manager a site plan detailing the general arrangement of all fixed plant and equipment including GPS coordinates.</p> <p>(b) If the placement of the processing plant and equipment does not accord with one of the permitted placements locations in the approved site plan or the processing plant and equipment is relocated elsewhere on site, the effect of the change in location on the noise levels that are predicted to be emitted into the community is to be re-evaluated by a suitably qualified person and a report submitted to Council for approval.</p> <p>(c) Any remedial actions that are required to be undertaken to preserve compliance with the noise level limits set in Noise Measurement Services Report No 3773 R5 must be undertaken by the approval holder.</p>	<p>During commissioning phase of development, but prior to the authorised commencement of the use.</p> <p>Thereafter upon granting of approval, at all times.</p>
3.12	<p><del>Plant and equipment used to extract material in the extraction area nominated in the Noise Measurement Services Report Plan on Plate 10 (in south eastern corner of Lot 226 CA31641), and prior to any bulldozer ripping activity on Lot 236 SP260138, will be required to operate behind acoustic screening either</del></p> <p><del>(i) — naturally generated through extraction banded at least 4.5m below natural ground height, or</del></p> <p><del>(ii) — constructed using earth bunds, or</del></p> <p><del>(iii) — combination of both methods.</del></p> <p><del>The acoustic screening is to be constructed so that the noise impact at a noise sensitive receptor/s does not exceed the Noise Measurement Services Report No 3773 R5.</del></p>	<p><del>During the extraction of material from Plate 10 and prior to any bulldozer ripping activities.</del></p>

3.12	<p>Plant and equipment used to extract material in the extraction area nominated in the Noise Measurement Services Report Plan on Plate 10 (in south eastern corner of Lot 226 CA31641), and prior to any bulldozer ripping activity on Lot 236 SP260138, will be required to operate behind acoustic screening either</p> <ul style="list-style-type: none"> <li>(i) naturally generated through extraction benched at least 4.5m below natural ground height, or</li> <li>(ii) constructed using earth bunds, or</li> <li>(iii) combination of both methods.</li> </ul> <p>The acoustic screening is to be constructed so that the noise impact at a noise sensitive receptor/s does not exceed the Noise Measurement Services Report No 3773 R5.</p>	During the extraction of material from Plate 10 and prior to any bulldozer ripping activities.
3.13	The approved development must comply with the noise management plan in the approved Site Based Environmental Management Plan (IEMS).	At all times.
3.16	<p><b>Dust Nuisance</b></p> <p>The release of dust or particulate matter resulting from the approved development must not cause an environmental nuisance at any sensitive or commercial place.</p>	At all times
3.17	<p><b>Dust Control – General</b></p> <p>The approved development must be managed using all reasonable and practicable measure to minimise the release of windblown dust to the atmosphere. Reasonable and practicable measures may include but not be limited to:</p> <ul style="list-style-type: none"> <li>(a) The restriction of vehicular movement within the approved place to designated access routes.</li> <li>(b) Minimisation of exposed surface areas to that within the current area of operation.</li> <li>(c) Rehabilitation of completed areas as soon as reasonable and practicable following completion of excavation or other earthworks.</li> <li>(d) Transfer of materials in a moist state where possible.</li> <li>(e) Adoption of industry best practice environmental management for the extraction and processing of aggregates.</li> <li>(f) Use of water carts as necessary on-site access roads.</li> <li>(g) Any unsealed traffic area must be maintained, at all time, in a condition the minimises the potential for the release of wind-blown or traffic generated dust to occur, and</li> <li>(h) Water sprays installed and operated on the stockpiles as necessary to minimise the release of dust and particulate matter to the atmosphere.</li> </ul>	At all times
<b>SCHEDULE 4 – SEQ WATER</b>		
<b>No.</b>	<b>Condition</b>	<b>Timing</b>



	<b>Storm and Floodwater Management</b>			
4.1	Stormwater runoff from excavation and operational areas must be retained onsite or managed to remove contaminants prior to release from these areas.			At all times
4.2	To reduce the risk of settled sediment being resuspended and washed out of basins via overtopping or basin collapse during extreme rainfall or flood events, basins and their spillways must be sized and constructed to prevent overtopping generated by (up to and including) a rainfall or flood event with an average recurrence interval of 1 in 50 years.			At all times
4.3	<del>Earthen mounds, berms or bunds performing multiple functions (i.e. to prevent flood water ingress, to prevent stormwater ingress / egress and / or noise propagation reduction must be constructed to a height commensurate with the identified function or combination of functions, whichever height is the greatest, as detailed in the relevant Approved Document.</del>			At all times
4.3	Earthen mounds, berms or bunds performing multiple functions (i.e. to prevent flood water ingress, to prevent stormwater ingress / egress and / or noise propagation reduction) must be constructed to a height commensurate with the identified function or combination of functions, whichever height is the greatest, as detailed in the relevant Approved Document.			At all times
	<b>Surface Water Release Limits and Monitoring</b>			
4.4	<p>Except where released during a rainfall or flood event greater than an average recurrence interval of 1 in 50 years, the only contaminants to be released to surface waters are settled treated stormwater runoff not likely to be contaminated with waste materials to waters described as the tributary of Buaraba Creek in accordance with <i>Table 1 – Non Flooding scenario surface water release limits</i>.</p> <p>The discharge monitoring point is defined as being the overflow from the dam at BW2 (approved Surface Monitoring Runoff Plan, prepared by Carr Quarry Services, Figure 1 Rev B).</p>			At all times
	<b>Table 1 – Non Flooding Scenario Surface Water Release Limits</b>			
PARAMETER	TYPE	LIMIT	UNIT	MINIMUM MONITORING FREQUENCY
pH	Physical	6.5 – 8.0	-	Prior to and during release
Conductivity		1075	µS/cm	
Dissolved Oxygen		85-110	%	
Colour		15	Hazen	
Total Suspended Solids		6	mg/L	
Turbidity		6	NTU	
Chlorophyll a	Chemical	5	µg/L	
Nitrogen (Total)		500	µg/L	
Nitrogen (Oxidized)		60	µg/L	

Nitrogen (Organic)		420	µg/L	
Ammonia (N)		20	µg/L	
Phosphorous (Total)		50	µg/L	
Filterable reactive phosphorous (FRP)		20	µg/L	
4.5	During a rainfall or flood event greater than an average recurrence interval of 1 in 50 years, surface waters released offsite at BW2 and/or BW3 must be of a quality equal to or better than the quality of water (for those physical parameters listed in Table 1 only) immediately upstream of the discharge point at BW1.			At all times
4.6	Upon commencement of use, implement and maintain an ongoing surface water monitoring program involving the monitoring or sampling of surface water quality near the nominated release point BW2. The physical parameters listed in Table 1 should be monitored monthly and the physical and chemical parameters monitored every three months.			At all times
4.7	By <b>30 July each year</b> submit to Council a Surface Water Monitoring Report prepared by a suitably qualified person that details: <ul style="list-style-type: none"><li>Results of surface water monitoring undertaken during the previous twelve months;</li><li>Comparison of results with surface water limits set in this Development Approval in order to identify instances of exceedances;</li><li>Where exceedances are identified, a discussion regarding the likely cause of the exceedance(s) and if this is attributable to climatic factors experienced and/or extractive industry operations.</li></ul>			At all times
	<b>Groundwater Management and Monitoring</b>			
4.8	At the time of commencing any dredging activities, pit dewatering or excavation below the water table, implement the groundwater monitoring program detailed in Section 8 of the Groundwater Impact Assessment report listed in this Development Approval.			At the time of commencing any dredging activities
4.9	<del>Written notification of the commencement date of the first dredging activity, pit dewatering or excavation below the water table for each pit must be provided to Council at least five (5) business days prior to commencing the activity. This notification is to include the adopted groundwater quality interim trigger values for the range of parameters identified and set in accordance with Section 8 of the Groundwater Impact Assessment report listed in this Development Approval.</del>			At all times
4.9	Written notification of the commencement date of the first dredging activity, pit dewatering or excavation below the water table for each pit must be provided to Council at least five (5)			Prior to commencement of dredging activities.

	business days prior to commencing the activity. This notification is to include the adopted groundwater quality interim trigger values for the range of parameters identified and set in accordance with Section 8 of the Groundwater Impact Assessment report listed in this Development Approval.	pit dewatering or excavation below the water table for each pit.
4.10	<p>Following the commencement of the groundwater monitoring program and subsequently by 30 July each year submit to Council a Groundwater Monitoring Report prepared by an independent hydrogeologist that details:</p> <ol style="list-style-type: none"> <li>1. Results of groundwater monitoring undertaken during the previous twelve months;</li> <li>2. Identification and comparison of seasonal and annual trends and fluctuations in groundwater behaviour observed;</li> <li>3. Comparison of results with groundwater limits set in this Development Approval and the adopted groundwater quality trigger values in order to identify instances of exceedances;</li> <li>4. Where exceedances are identified, a discussion regarding the likely cause of the exceedance(s) and if this is attributable to climatic factors experienced and/or extractive industry operations;</li> <li>5. Where exceedances are determined to be caused or materially contributed to by the extractive industry operation and not considered outliers, provide recommendations to reduce the operations impact on groundwater; and</li> <li>6. Where proposed, amendments to the adopted interim trigger values resulting from review of previous monitoring data.</li> </ol>	At all times
	<b>Impacted Bore Make Good Agreements</b>	
4.11	<del>Prior to undertaking any dredging activities, pit dewatering or excavation below the water table enter into a Make Good Agreement with the owners of "Atkinson WTP Bore" (RN129452) and "Burns Bore" (unregistered bore) being the identified owners listed in the Groundwater Impact Report (listed as an approved document) to experience potential drawdown impacts that could impair the capacity, operation and supply from these bores.</del>	<del>Prior to commencement of any dredging activities.</del>
4.11	Prior to undertaking any dredging activities, pit dewatering or excavation below the water table enter into a Make Good Agreement with the owners of "Atkinson WTP Bore" (RN129452) and "Burns Bore" (unregistered bore) being the identified owners listed in the Groundwater Impact Report (listed as an approved document) to experience potential drawdown impacts that could impair the capacity, operation and supply from these bores.	Prior to the commencement of the use.
4.12	Make Good Agreements entered into must include, but are not limited to the following particulars:	Prior to commencement of

	<ol style="list-style-type: none"> <li>1. A baseline capacity and quality assessment undertaken by a suitably qualified person to obtain information about water level and quality, bore yield and construction and existing pumping infrastructure;</li> <li>2. A bore monitoring program;</li> <li>3. Agreed impairment criteria relating to water quantity decline and decline in quality resulting from a water level decline, that if exceeded, will trigger an impairment investigation and the provision of make good measures;</li> <li>4. Provisions relating to instigating and undertaking an impairment investigation where either party is of the opinion that impairment has, or is occurring, including engaging an independent hydrogeologist to review monitoring data, bore usage and extraction activities to determine the extent (if any) that extraction activities caused or materially contributed to an impairment or alleged impairment, where opinions differ;</li> <li>5. Where proven to be a consequence of the extractive industry operations, make good measures to be provided in the event of temporary or permanent impairment of the bore, may include (but are not limited to) measures such as reconditioning the bore, deepening the bore, replacing parts of or the whole bore, drilling a new bore, providing an alternative water supply and/or monetary compensation; and</li> <li>6. All reasonable costs associated with the preparation of the Make Good Agreements, undertaking bore monitoring, provision of monitoring data, engagement of an independent hydrogeologist (if and as required) and make good measures (if and as required) will be borne by the extractive industry operator.</li> </ol>	use.
	<b>Riparian and Buffer Establishment</b>	
4.13	Planting of the Riparian Restoration Area is to be completed within 5 years of commencement of use.	Within 5 years of commencement of use.
<b>SCHEDULE 5 – REFERRAL AGENCY</b> <b>DEPARTMENT OF INFRASTRUCTURE, LOCAL GOVERNMENT AND PLANNING</b> <i>Concurrence Agency Status</i> <i>Agency Response: Recommend Conditions Apply</i>		
<b>SCHEDULE 5 – REFERRAL AGENCY</b> <b>DEPARTMENT OF STATE DEVELOPMENT, MANUFACTURING, INFRASTRUCTURE AND PLANNING</b> <i>Concurrence Agency Status</i> <i>Agency Response: Recommend Conditions Apply</i>		
5.1	<p>The Department of State Development, Manufacturing, Infrastructure and Planning is a concurrence agency under the Sustainable Planning Regulation 2009 (SPR).</p> <p>The Department has assessed the impact of the proposed development requires Council to include the 'conditions of development' in the Schedules of Approval as indicated on the attached Statement of Reasons. Reference: SDA-0617-040209</p>	

	dated 18 December 2018.
5.2	The State Development, Manufacturing, Infrastructure and Planning response (Conditions and Statement of Reasons) will be attached to Council's Decision Notice for DA16842.
<b>Advice</b>	
This approval has effect in accordance with the provisions of <i>Division 5 Section 339</i> of the <i>Sustainable Planning Act 2009</i> . [A copy of Section 339 will be enclosed with the Decision Notice].	
<b>Relevant Period</b> - Pursuant to <i>Section 341</i> of the 'Act' the approval will lapse if the first change of the use under the approval does not start within the 'relevant period' – four (4) years starting the day the approval takes effect.	
The <i>Sustainable Planning Act 2009 (SPA)</i> states that any change to the use or the scale or intensity of the approved use requires the submission of a new development application and subsequent development approval.	
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.	
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.	
Pursuant to <i>Division 8 Section 461</i> of the <i>Sustainable Planning Act 2009</i> , the Applicant has the Right of Appeal to the <i>Planning and Environment Court</i> regarding any condition of this approval; another matter stated in the development approval and the identification or inclusion of a code under <i>section 242</i> of the 'Act'. [A copy of the Right of Appeal will be enclosed with the Decision Notice].	

1. Site Layout Plan – Drawing Number Z2004-004R2 – Zanows Concrete and Quarries - 3/05/2018
2. Geotechnical Stability Report – Reference 1788738-001-R-Rev2 – Prepared by Golder Associates – 2 March 2018
3. Flood Impact Assessment Report – Reference 1126-01D3 – prepared by WRM Water and Environment – dated 30 November 2017
4. Groundwater Impact Assessment – Reference G1729A – Prepared by Australasian Groundwater and Environmental Consultants Pty Ltd – Reference G1729A – dated May 2018
5. Stormwater Management Plan – Reference 2004.610.001 – prepared by Groundworks Plan – dated 19 April 2018
6. Surface Water Quality Monitoring – Reference Carr Quarry Services – dated May 2018
7. Groundwater Monitoring Program Reference G1729A Coominya Quarry - Prepared by Australasian Groundwater and Environmental Consultants Pty Ltd – dated 10 May 2018
8. Noise Assessment Report – Proposed Extractive Industry – Rocky Gully Road, Coominya, Qld, 4311 – (Lot 236 on SP 260138; Lot 246 on CA31773; Lot 220 on SP250792 and Lots 225-226 on CA31641) Report No 3773R5 31 October 2019
9. Final Rehabilitation and Land Use Plan – Drawing Number Z20004-005R3 – Zanows Concrete and Quarries – 7/09/2018
10. Integrated Environmental Management System (IEMS) prepared by Zanows Concrete

- and Quarries, dated May 2018 (subject to ongoing updates).
11. Restoration Management Plan - Drawing Number – 0285-005 NTP 160 pages 1 – 3 – prepared by BAAM Ecological Consultants – dated 10 May 2018
  12. Roadworks Schedule A Rocky Gully Road, Coominya (DA16842) – dated October 2019.
  13. Roadworks Requirements Prior to Commencement (DA16842) – Drawing Number SK 100 Issue B – prepared by Diane Kerr & Associates – dated October 2019
  14. Roadworks Requirements Post Commencement (DA16842) – Drawing Number SK 200 Issue B – prepared by Diane Kerr & Associates – dated October 2019
  15. Concurrence Agency Response - Reference: SDA-0617-040209 dated 18 December 2018.

**Resolution**

Moved – Cr Choat

Seconded – Cr Isidro

“THAT Council issue a “Negotiated Decision Notice” for Development Application No: DA16842 for an:

- Application for a Development Permit for a Material Change of Use for an Extractive Industry; and
- Development Permit for a Material Change of Use for an Environmental Relevant Activity (ERA) 16 – Extractive and Screening Activities; and
- Application for an Environmental Authority for: ERA 16 (2)(b) – Extracting, other than by dredging, in a year, more than 100,000t but not more than 1,000,000t; and ERA 16 (3)(b) – Screening, in a year, more than 100,000t but not more than 1,000,000t; and
- Development Permit for Operational Works (Filling and Excavation, Landscaping and importation of fill for rehabilitation works); and
- Development Permit for Operational Works for taking or interfering with water (assessable development under the *Sustainable Planning Regulation 2009* – Schedule 3, part 1, table 4, item 3(c) – taking or interfering with underground water through a sub-artesian bore if the operations are prescribed as assessable development under a regulation under the *Water Act 2000*).

On land described as Lot 220 SP250792, Lot 225 CA31641, Lot 226 CA31641, Lot 236 SP260138 and Lot 246 CA31773, situated along Rocky Gully Road and Banffs Lane Coominya subject to the requirements and conditions contained in the Schedules and Attachments.

**SCHEDULE 1 – GENERAL CONDITIONS**

No	Condition	Timing
1.1	<p>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.</p> <ul style="list-style-type: none"> <li>• Site Layout Plan – Drawing Number Z2004-004R2 – Zanows Concrete and Quarries - 3/05/2018</li> <li>• Geotechnical Stability Report – Reference 1788738-001-R-Rev2 – Prepared by Golder Associates – 2 March 2018</li> <li>• Flood Impact Assessment Report – Reference 1126-</li> </ul>	At all times

	<p>01D3 – prepared by WRM Water and Environment – dated 30 November 2017</p> <ul style="list-style-type: none"> <li>• Groundwater Impact Assessment – Reference G1729A – Prepared by Australasian Groundwater and Environmental Consultants Pty Ltd – Reference G1729A – dated May 2018</li> <li>• Stormwater Management Plan – Reference 2004.610.001 – prepared by Groundworks Plan – dated 19 April 2018</li> <li>• Surface Water Quality Monitoring – Reference <i>Carr Quarry Services</i> – dated May 2018</li> <li>• Groundwater Monitoring Program Reference G1729A Coominya Quarry - Prepared by Australasian Groundwater and Environmental Consultants Pty Ltd – dated 10 May 2018</li> <li>• Noise Assessment Report – Proposed Extractive Industry – Rocky Gully Road, Coominya, Qld, 4311 – (Lot 236 on SP 260138; Lot 246 on CA31773; Lot 220 on SP250792 and Lots 225-226 on CA31641) Report No 3773R5 31 October 2019</li> <li>• Final Rehabilitation and Land Use Plan – Drawing Number Z20004-005R3 – Zanows Concrete and Quarries – 7/09/2018</li> <li>• Integrated Environmental Management System (IEMS) prepared by Zanows Concrete and Quarries, dated May 2018 (subject to ongoing updates).</li> <li>• Restoration Management Plan - Drawing Number – 0285-005 NTP 160 pages 1 – 3 – prepared by BAAM Ecological Consultants – dated 10 May 2018</li> <li>• Roadworks Schedule A Rocky Gully Road, Coominya (DA16842) – dated October 2019.</li> <li>• Roadworks Requirements Prior to Commencement (DA16842) – Drawing Number SK 100 Issue B – prepared by Diane Kerr and Associates – dated October 2019</li> <li>• Roadworks Requirements Post Commencement (DA16842) – Drawing Number SK 200 Issue B – prepared by Diane Kerr and Associates – dated October 2019</li> <li>• “Rocky Gully Road Site Access Intersection Works” plan prepared by Traffic Transport plus, Figure A-1 Rev 1 - dated 16 April 2018</li> <li>• “Rocky Gully Road / Wills Road Intersection Works” plan prepared by Traffic Transport Plus, Figure B-1 Rev 1 - dated 16 April 2018.</li> <li>• “Coominya Connection Rd / Railway St Intersection Works” plan prepared by Traffic Transport Plus, Figure C-1 Rev 3 - dated 2 September 2018.</li> </ul>	
1.2	Comply with the relevant provisions of the former 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
1.4	Pay to Council any outstanding charges or expenses levied by Council over the subject land.	At all times.
	<b>Fencing</b>	
1.5	Fencing is provided for the full length of the perimeter of the site area.	Prior to commencement of use. Maintained at all times
	<b>Heritage</b>	
1.7	Submit written confirmation, from either the registered Cultural Heritage Body or Aboriginal Party or suitably qualified person for the area that the proposed development will not result in the removal, disturbance or destruction of indigenous cultural heritage. The Department of Aboriginal and Torres Strait Islander Partnerships is able to provide contact details for the appropriate entity, and on the duty of care imposed by <i>Aboriginal Cultural Heritage Act 2003</i> (or as amended).	Prior to undertaking any works which disturb or destroy the land's surface.
1.8	Provide onsite direction-signage for vehicles entering the site and accessing the amenities and parking areas.	Prior to commencement of use and to be maintained at all times
	<b>Rehabilitation</b>	
1.9	Rehabilitation of the site is to occur as per: <ul style="list-style-type: none"> <li>Restoration Management Plan - Drawing Number – 0285-005 NTP 160 – prepared by BAAM Ecological Consultants – dated 10 May 2018</li> <li>Final Rehabilitation and Land Use Plan – Drawing Number Z20004-005R3 – Zanows Concrete and Quarries – 7/09/2018</li> </ul>	At required rehabilitation times.
	<b>Extraction Areas</b>	
1.10	Provide to Council a 'metes and bounds survey plan' prepared by a Registered Surveyor registered with Surveyors Board of Queensland which shows that the total area of excavation and operational areas and setbacks to the site boundary is located generally in accordance with the Approved Site Plan.	Prior to commencement in an excavation and/or operational area shown on the Approved Site plan and to be maintained at all times.
1.11	A Registered Surveyor, registered with Surveyors Board of Queensland, must install permanent markers showing the boundary of the excavation and operational areas and the	Prior to commencement in an excavation and/or



	quarry operator must ensure that these markers remain in place, at all times.	operational area shown on the Approved Site plan and to be maintained at all times.
1.12	Excavation (including excavation and dredging) must not take place outside the excavation areas identified on the metes and bounds survey.	At all times
1.13	Operational activities (including stockpiling, storage of machinery, materials processing and all other ancillary activities) must not take place outside the excavation or operational areas identified on the metes and bounds survey.	At all times
	<b>Truck and Machinery Wash Bay and Refuelling Area</b>	
1.14	All ground surfaces within wash bay/fuel dispensing area must be constructed of impervious material such as concrete or equivalent (asphalt is not suitable) and must be maintained free of gaps or cracks.	At all times
1.15	The washbay/fuel dispensing area must be bunded and graded to ensure wastewater generated from washing or spilt fuel during transfer is directed towards a containment vessel that is compatible with petroleum products and other likely chemicals to an appropriate and approved wastewater quality improvement device to remove all water contaminants, particularly hydrocarbons, prior to release to land or a lawful point of discharge.	At all times
1.16	Containment vessels or wastewater quality improvement devices must be sufficiently sized to contain or treat a volume equivalent to at least the volume of the following: <ol style="list-style-type: none"> <li>1. The largest tanker compartment likely to be delivering fuel to the site; plus</li> <li>2. Where the wash bay/fuel dispensing area is not entirely roofed, a nominal allowance for rainfall and stormwater runoff capable of inundating the wash bay/fuel dispensing area during a significant rainfall event.</li> </ol>	At all times
1.17	Where utilised, containment vessels must be fitted with high level alarms to notify operators that the tank requires emptying. All liquid and sludge waste held within the containment vessel must be transported from the site and recycled offsite or transported from the site and disposed of in accordance with the requirements of the <i>Environmental Protection Regulation 2008</i> .	At all times
1.18	Containment vessels, wastewater quality improvement devices and associated drainage infrastructure must be installed, inspected and maintained in accordance with the manufacturer's recommendations. Records of regular inspections, oil and sediment checks and contractor receipts	At all times.

	must be maintained for inspection by Council.	
	<b>Bulk Fuel Storage</b>	
1.19	All aboveground bulk fuel storage containers or tanks must be manufactured to comply with <i>Australian Standard AS 1692 Steel Tanks for Flammable and Combustible Liquids</i> and <i>Australian Standard AS 1657 Fixed Platforms, Walkways, Stairways and Ladder – Design, construction and installation</i> (where applicable), and be located to comply with <i>Australian Standard AS1940 'The storage and handling of flammable and combustible liquids'</i> .	At all times
1.20	All fuel transfers over 200L (other than in association with dredgers and track mounted machinery) must be undertaken within the wash bay/fuel dispensing area and in a manner, that ensures any spillage during transfer is captured within the wash bay / fuel dispensing area.	At all times
1.21	Spill trays, or other similar devices, must be used for all <i>insitu</i> fuel transfers and dredges must be securely moored during fuel transfer.	At all times
1.22	Hydrocarbon containment booms must be provided on dredges, deployed as soon as possible in the event of an on-water spill occurring, and spills cleaned up as soon as practicable to minimise contaminants migrating through groundwater.	At all times
1.23	Any dewatering being undertaken at the time of an on-water spill must cease immediately and must not recommence until the spill is cleaned up.	At all times
<b>SCHEDULE 2 – Engineering</b>		
<i>Assessment Manager</i>		
<b>No</b>	<b>Condition</b>	<b>Timing</b>
	<b>ENGINEERING</b>	
2.1	Unless specified in a Referral Agency's conditions of approval the hours of operation shall be:  Monday to Friday: 6 am to 6 pm Saturday: 6 am to 3 pm  Extractive activities are limited to 7 am to 6 pm  No activities generating audible noise shall be conducted onsite outside the above hours.	At all times
2.2	Make an Operational Work application to Council and pay the required fees where an application involves external roadworks as stated in the following conditions.  It is required that the design and construction of civil components of the Operational Work are to be certified by a	Prior to the commencement of Operational Work

	Registered Professional Engineer Queensland (RPEQ), including: <ul style="list-style-type: none"> <li>Plans and specifications must be prepared and certified with the Operational Work application.</li> </ul> Certification that the works have been undertaken in accordance with the approved plans, specifications and to Council's requirements.	
2.3	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Regional Council Design Standards</i> .	At all times
2.4	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
2.5	It is required that the design and construction of civil components of the Operational Work are to be certified by a Registered Professional Engineer Queensland (RPEQ), including: <ul style="list-style-type: none"> <li>Plans and specifications must be prepared and certified with the Operational Work application.</li> <li>Certification that the works have been undertaken in accordance with the approved plans, specifications and to Council's requirements.</li> </ul>	As part of Operational Works
	<b>EARTHWORKS</b>	
2.6	Any filling below the Defined Flood Level (DFL) will be in accordance with the approved flood study.	At all times
2.7	Any fill, cut and other stored material must be contained within properties comprising the development application. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).	At all times
	<b>ROADWORKS</b>	
2.8	Install all traffic signs and line markings in accordance with <i>Manual of Uniform Traffic Control Devices</i>	As part of Operational Works
2.9	All works on or adjacent to roadways must be adequately signed in accordance with the " <i>Manual for Uniform Traffic Control Devices – Part 3, Works on Roads</i> ". Any Road or lane closure must be applied for in writing to Council, and all conditions of that approval complied with during construction of the works.	Prior to commencement of and during construction of works
2.10	The Applicant is responsible for construction and maintenance of all internal road networks.	At all times
2.11	Submit written confirmation from the Department of Transport	Prior to

	and Main Roads (DTMR) that their conditions have been satisfied.	commencement of the use.
2.11a	Construct the Rocky Gully Road and new Site Access intersection in general accordance with the "Rocky Gully Road Site Access Intersection Works" plan prepared by Traffic Transport plus, Figure A-1 Rev 1, dated 16 April 2018.	Prior to commencement of the use.
2.12	Upgrade the intersection of Rocky Gully Road and Wills Road in general accordance with the "Rocky Gully Road / Wills Road Intersection Works" plan prepared by Traffic Transport Plus, Figure B-1 Rev 1, dated 16 April 2018.	No later than 5 years after commencement of haulage from the subject site;  or when the annual haulage from the site exceeds 150,000tpa for 2 consecutive years;  or when the operator commences use of B-Doubles to transport material
2.13	Upgrade the intersection of Coominya Connection Road and Railway Street in general accordance with the "Coominya Connection Rd / Railway St Intersection Works" plan prepared by Traffic Transport Plus, Figure C-1 Rev 3, dated 2 September 2018.	Prior to commencement of the use.
2.14	Design and construct Rocky Gully Road along the access route to a minimum 7 meter sealed width on an 8 meter formation with drainage and line marking from the site access through to Wills Road / Rocky Gully Road intersection in general accordance with the Roadworks Requirements Post Commencement (DA16842) – Drawing Number SK 200 Issue B – prepared by Diane Kerr and Associates – dated October 2019.	No later than 5 years from approval, or as extended by Council.
2.15	Design and construct Rocky Gully Road along the access route to a minimum 7 meter sealed width on an 8 meter formation with drainage, 200mm pavement overlay, and line marking from Cloak Street to Cornhill Street in general accordance with the Roadworks Requirements Post Commencement (DA16842) – Drawing Number SK 200 Issue B – prepared by Diane Kerr and Associates – dated October 2019.	No later than 5 years from approval, or as extended by Council.
	<b>VEHICLE ACCESS</b>	
2.16	All vehicular access shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Regional Council Design Standards</i> .	At all times

2.17	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.	At all times
2.18	All vehicles shall enter and leave the site in a forward gear	At all times
2.19	<p>The access to the site along Rocky Gully Road is to be designed in accordance with the Department of Transport and Main Roads <i>Road Planning and Design Manual (RPDM)</i>, Austroads <i>Guide to Road Design</i>, and <i>Somerset Regional Council Design Standards</i>. Applicant is required to construct:</p> <ul style="list-style-type: none"> <li>a) BAR and BAL design to all turning movements</li> <li>b) Sealed from the road carriageway of Rocky Gully Road to the property boundary</li> <li>c) Caters for the heavy vehicles used for the site</li> <li>d) In general accordance with the "Rocky Gully Rd Site Access Intersection Works" plan prepared by Traffic Transport Plus, Figure A-1 Rev 1, dated 16 April 2018.</li> </ul> <p>All access upgrade requirements are at the applicant's expense.</p>	Prior to commencement of the use.
2.19a	The crossing access along Banffs Lane is to be designed in accordance with the Department of Transport and Main Roads <i>Road Planning and Design Manual (RPDM)</i> , Austroads <i>Guide to Road Design</i> , and <i>Somerset Regional Council Design Standards</i> in general accordance with the Roadworks Requirements Post Commencement (DA16842) – Drawing Number SK 200 Issue B – prepared by Diane Kerr and Associates – dated October 2019.	<p>As part of Operational Works</p> <p>Northern crossing to be completed prior to commencement of extraction on western side of Banffs Lane. Southern access points (x 2) to be completed as required, and after northern crossing is completed.</p>
2.20	Provide onsite directional signage for vehicles entering the site and accessing the Site Office.	At all times
<b>INDOOR AND OUTDOOR LIGHTING</b>		
2.21	<p>The outdoor lighting of the development must mitigate adverse lighting and illumination impacts by:</p> <ul style="list-style-type: none"> <li>• Not causing nuisance by way of light spill or glare at adjacent properties and roadways.</li> <li>• Providing graduated intensity lighting with lower level brightness at the perimeter of the subject land and higher intensities at the centre of the subject land.</li> <li>• Directing lighting onto the subject land and away from</li> </ul>	At all times

	<p>neighbouring properties.</p> <ul style="list-style-type: none"> <li>Using shrouding devices to preclude light overspill onto surrounding properties where necessary.</li> <li>Not operating lighting that uses sodium lights or flare plumes.</li> </ul>	
	<b>STORMWATER</b>	
2.22	Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times
2.23	Convey stormwater flows through the development from the upstream catchment, excluding any additional upstream stormwater intensification from future developments.	At all times
	<b>EROSION AND SEDIMENT CONTROL</b>	
2.24	<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 operations. The site shall be maintained in a clean orderly state. The Applicant is to ensure that erosion from the site is contained on site. Should proposed controls prove to be ineffective, Council will require the Applicant to:</p> <ul style="list-style-type: none"> <li>Install additional measures.</li> <li>Be responsible for the restoration work.</li> </ul>	At all times
2.25	The Applicant is to ensure that erosion control devices and ponds function properly. The erosion control devices are to be periodically cleaned to remove silt deposits and material removed shall be used on the property. Should Council identify that erosion or sediment damage has occurred on the site, downstream of the site or adjacent to the site, the applicant, if accountable, will be responsible for restoration works.	At all times
2.26	Measures shall be applied to prevent site vehicles tracking sediment and other pollutants onto adjoining streets during the course of operations, and to prevent dust nuisance.	At all times
2.27	<p>Where vegetation is removed, the vegetation waste shall be disposed of by:</p> <ul style="list-style-type: none"> <li>i) Milling;</li> <li>ii) Chipping and/or mulching</li> <li>iii) Disposal at an approved waste disposal facility.</li> <li>iv) Burning provided fire permits are in place.</li> </ul> <p>Waste other than vegetation waste, generated as a result of the operations shall be disposed of to an approved disposal facility.</p>	At all times
2.28	Vegetation above and below disturbed areas is to be retained to prevent silt laden runoff from entering and leaving the site.	At all times

2.29	Stockpiles of topsoil, sand, aggregate, spoil or other material capable of being moved by action of running water shall be stored clear of drainage paths and prevented from entering the road and/or drainage system.	At all times
2.30	All declared weeds and pests are to be removed from the subject land and kept clear of such nuisance varieties during the course of operations.	At all times
<b>SCHEDULE 3 – Environmental Assessment Manager</b>		
<b>No</b>	<b>Condition</b>	<b>Timing</b>
3.1	Notwithstanding any other condition of this development approval, this development approval does not authorise any release of contaminants that causes, or is likely to cause, an environmental nuisance or harm beyond the boundaries of the development site.	At all times
3.2	No change, replacement or operation of any plant or equipment is permitted if the change, replacement or operation of the plant or equipment increases, or is likely to substantially increase, the risk of environmental harm.	At all times
3.3	The approved development shall not cause any adverse impact on the amenity of the neighbourhood by the emission of noise, vibration, smell, glare, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil or otherwise.	At all times
3.4	The approval holder must not implement any management plan prepared as a condition of this development permit, or amend any management plan, where such implementation or amendment would result in a contravention of any condition of this development approval.	At all times
3.5	<p><b>Site Based Environmental Management Plan</b></p> <p>The approved development must be undertaken in accordance with the approved Site Based Environmental Management Plan (SBEMP), referred to in this approval as an Integrated Environmental Management System (IEMS).</p> <p>A copy of the Site Based Environmental Management Plan (IEMS) approved pursuant to this condition must be kept at the approved place and be made available to all employees and an authorised officer of Council, upon request by an employee or that officer.</p>	At all times.
3.6	The approved development is to comply with Site Based Environmental Management Plan.	At all times.
3.7	<p><b>Review of Site Based Environmental Management Plan</b></p> <p>The approved Site-Based Management Plan must provide provisions for a review of this Plan to be carried out at least:</p>	At all times.

	<p>a) immediately a potential or actual source of environmental contamination, that is not already identified in the Plan, is realised; or otherwise</p> <p>b) Every two years after the commencement of the use.</p> <p>Changes, to procedures and operations for carrying out the approved development realised by any review process, must be implemented immediately.</p>	
	<b>Noise</b>	
3.9	<p>The approved use is to operate only during the permitted hours.</p> <p>The permitted hours are:</p> <ul style="list-style-type: none"> <li>Processing and extraction: 7 am – 6 pm Monday to Friday and 7 am – 3 pm Saturday</li> <li>Access and sales: 6 am – 6 pm Monday to Friday and 6 am – 3 pm Saturday</li> <li>Maintenance: 6 am – 6 pm Monday to Saturday</li> </ul>	At all times.
3.10	<p>The plant and equipment used in the approved development and the associated sound power levels identified for each item of plant and equipment must not exceed the sound power levels detailed in the Noise Measurement Services Report No 3773 R5 titled <i>Noise Assessment Report Proposed Extractive Industry Rocky Gully Road Coominya, QLD 4311</i> dated 31 October 2019.</p>	At all times.
3.11	<p>(a) Provide for approval by the assessment manager a site plan detailing the general arrangement of all fixed plant and equipment including GPS coordinates.</p> <p>(b) If the placement of the processing plant and equipment does not accord with one of the permitted placements locations in the approved site plan or the processing plant and equipment is relocated elsewhere on site, the effect of the change in location on the noise levels that are predicted to be emitted into the community is to be re-evaluated by a suitably qualified person and a report submitted to Council for approval.</p> <p>(c) Any remedial actions that are required to be undertaken to preserve compliance with the noise level limits set in Noise Measurement Services Report No 3773 R5 must be undertaken by the approval holder.</p>	<p>During commissioning phase of development, but prior to the authorised commencement of the use.</p> <p>Thereafter upon granting of approval, at all times.</p>
3.12	<p>Plant and equipment used to extract material in the extraction area nominated in the Noise Measurement Services Report Plan on Plate 10 (in south eastern corner of Lot 226 CA31641), and prior to any bulldozer ripping activity on Lot 236 SP260138, will be required to operate behind acoustic screening either</p> <p>(i) naturally generated through extraction benched at least 4.5m below natural ground height, or</p>	During the extraction of material from Plate 10 and prior to any bulldozer ripping activities.



	(ii) constructed using earth bunds, or (iii) combination of both methods.  The acoustic screening is to be constructed so that the noise impact at a noise sensitive receptor/s does not exceed the Noise Measurement Services Report No 3773 R5.	
3.13	The approved development must comply with the noise management plan in the approved Site Based Environmental Management Plan (IEMS).	At all times.
3.16	<b>Dust Nuisance</b> The release of dust or particulate matter resulting from the approved development must not cause an environmental nuisance at any sensitive or commercial place.	At all times
3.17	<b>Dust Control – General</b> The approved development must be managed using all reasonable and practicable measure to minimise the release of windblown dust to the atmosphere. Reasonable and practicable measures may include but not be limited to: <ul style="list-style-type: none"> <li>(a) The restriction of vehicular movement within the approved place to designated access routes.</li> <li>(b) Minimisation of exposed surface areas to that within the current area of operation.</li> <li>(c) Rehabilitation of completed areas as soon as reasonable and practicable following completion of excavation or other earthworks.</li> <li>(d) Transfer of materials in a moist state where possible.</li> <li>(e) Adoption of industry best practice environmental management for the extraction and processing of aggregates.</li> <li>(f) Use of water carts as necessary on-site access roads.</li> <li>(g) Any unsealed traffic area must be maintained, at all time, in a condition the minimises the potential for the release of wind-blown or traffic generated dust to occur, and</li> <li>(h) Water sprays installed and operated on the stockpiles as necessary to minimise the release of dust and particulate matter to the atmosphere.</li> </ul>	At all times
<b>SCHEDULE 4 – SEQ WATER</b>		
<b>No</b>	<b>Condition</b>	<b>Timing</b>
	<b>Storm and Floodwater Management</b>	
4.1	Stormwater runoff from excavation and operational areas must be retained onsite or managed to remove contaminants prior to release from these areas.	At all times
4.2	To reduce the risk of settled sediment being resuspended and washed out of basins via overtopping or basin collapse during extreme rainfall or flood events, basins and their spillways must be sized and constructed to prevent overtopping generated by (up to and including) a rainfall or flood event with an average	At all times

	recurrence interval of 1 in 50 years.			
4.3	Earthen mounds, berms or bunds performing multiple functions (i.e. to prevent flood water ingress, to prevent stormwater ingress / egress and / or noise propagation reduction) must be constructed to a height commensurate with the identified function or combination of functions, whichever height is the greatest, as detailed in the relevant Approved Document.	At all times		
	<b>Surface Water Release Limits and Monitoring</b>			
4.4	<p>Except where released during a rainfall or flood event greater than an average recurrence interval of 1 in 50 years, the only contaminants to be released to surface waters are settled treated stormwater runoff not likely to be contaminated with waste materials to waters described as the tributary of Buaraba Creek in accordance with <i>Table 1 – Non Flooding scenario surface water release limits</i>.</p> <p>The discharge monitoring point is defined as being the overflow from the dam at BW2 (approved Surface Monitoring Runoff Plan, prepared by Carr Quarry Services, Figure 1 Rev B).</p>	At all times		
	<b>Table 1 – Non Flooding Scenario Surface Water Release Limits</b>			
<b>PARAMETER</b>	<b>TYPE</b>	<b>LIMIT</b>	<b>UNIT</b>	<b>MINIMUM MONITORING FREQUENCY</b>
pH	Physical	6.5 – 8.0	-	Prior to and during release
Conductivity		1075	µS/cm	
Dissolved Oxygen		85-110	%	
Colour		15	Hazen	
Total Suspended Solids		6	mg/L	
Turbidity		6	NTU	
Chlorophyll a	Chemical	5	µg/L	
Nitrogen (Total)		500	µg/L	
Nitrogen (Oxidized)		60	µg/L	
Nitrogen (Organic)		420	µg/L	
Ammonia (N)		20	µg/L	
Phosphorous (Total)		50	µg/L	
Filterable reactive phosphorous (FRP)		20	µg/L	
4.5	During a rainfall or flood event greater than an average recurrence interval of 1 in 50 years, surface waters released offsite at BW2 and/or BW3 must be of a quality equal to or better than the quality of water (for those physical parameters listed in Table 1 only) immediately upstream of the discharge point at BW1.			At all times
4.6	Upon commencement of use, implement and maintain an ongoing surface water monitoring program involving the monitoring or sampling of surface water quality near the nominated release point BW2. The physical parameters listed			At all times

	in Table 1 should be monitored monthly and the physical and chemical parameters monitored every three months.	
4.7	<p>By <b>30 July each year</b> submit to Council a Surface Water Monitoring Report prepared by a suitably qualified person that details:</p> <ul style="list-style-type: none"> <li>Results of surface water monitoring undertaken during the previous twelve months;</li> <li>Comparison of results with surface water limits set in this Development Approval in order to identify instances of exceedances;</li> <li>Where exceedances are identified, a discussion regarding the likely cause of the exceedance(s) and if this is attributable to climatic factors experienced and/or extractive industry operations.</li> </ul>	At all times
	<b>Groundwater Management and Monitoring</b>	
4.8	At the time of commencing any dredging activities, pit dewatering or excavation below the water table, implement the groundwater monitoring program detailed in Section 8 of the Groundwater Impact Assessment report listed in this Development Approval.	At the time of commencing any dredging activities
4.9	Written notification of the commencement date of the first dredging activity, pit dewatering or excavation below the water table for each pit must be provided to Council at least five (5) business days prior to commencing the activity. This notification is to include the adopted groundwater quality interim trigger values for the range of parameters identified and set in accordance with Section 8 of the Groundwater Impact Assessment report listed in this Development Approval.	Prior to commencement of dredging activities, pit dewatering or excavation below the water table for each pit.
4.10	<p>Following the commencement of the groundwater monitoring program and subsequently by 30 July each year submit to Council a Groundwater Monitoring Report prepared by an independent hydrogeologist that details:</p> <ol style="list-style-type: none"> <li>Results of groundwater monitoring undertaken during the previous twelve months;</li> <li>Identification and comparison of seasonal and annual trends and fluctuations in groundwater behaviour observed;</li> <li>Comparison of results with groundwater limits set in this Development Approval and the adopted groundwater quality trigger values in order to identify instances of exceedances;</li> <li>Where exceedances are identified, a discussion regarding the likely cause of the exceedance(s) and if this is attributable to climatic factors experienced and/or extractive industry operations;</li> <li>Where exceedances are determined to be caused or materially contributed to by the extractive industry operation and not considered outliers, provide</li> </ol>	At all times

	<p>recommendations to reduce the operations impact on groundwater; and</p> <p>6. Where proposed, amendments to the adopted interim trigger values resulting from review of previous monitoring data.</p>	
	<b>Impacted Bore Make Good Agreements</b>	
4.11	<p>Prior to undertaking any dredging activities, pit dewatering or excavation below the water table enter into a Make Good Agreement with the owners of “<i>Atkinson WTP Bore</i>” (RN129452) and “<i>Burns Bore</i>” (<i>unregistered bore</i>) being the identified owners listed in the Groundwater Impact Report (listed as an approved document) to experience potential drawdown impacts that could impair the capacity, operation and supply from these bores.</p>	Prior to the commencement of the use.
4.12	<p>Make Good Agreements entered into must include, but are not limited to the following particulars:</p> <ol style="list-style-type: none"> <li>1. A baseline capacity and quality assessment undertaken by a suitably qualified person to obtain information about water level and quality, bore yield and construction and existing pumping infrastructure;</li> <li>2. A bore monitoring program;</li> <li>3. Agreed impairment criteria relating to water quantity decline and decline in quality resulting from a water level decline, that if exceeded, will trigger an impairment investigation and the provision of make good measures;</li> <li>4. Provisions relating to instigating and undertaking an impairment investigation where either party is of the opinion that impairment has, or is occurring, including engaging an independent hydrogeologist to review monitoring data, bore usage and extraction activities to determine the extent (if any) that extraction activities caused or materially contributed to an impairment or alleged impairment, where opinions differ;</li> <li>5. Where proven to be a consequence of the extractive industry operations, make good measures to be provided in the event of temporary or permanent impairment of the bore, may include (but are not limited to) measures such as reconditioning the bore, deepening the bore, replacing parts of or the whole bore, drilling a new bore, providing an alternative water supply and/or monetary compensation; and</li> <li>6. All reasonable costs associated with the preparation of the Make Good Agreements, undertaking bore monitoring, provision of monitoring data, engagement of an independent hydrogeologist (if and as required) and make good measures (if and as required) will be borne by the extractive industry operator.</li> </ol>	Prior to commencement of use.
	<b>Riparian and Buffer Establishment</b>	
4.13	<p>Planting of the Riparian Restoration Area is to be completed within 5 years of commencement of use.</p>	Within 5 years of commencement of

		use.
<b>SCHEDULE 5 – REFERRAL AGENCY</b> <b>DEPARTMENT OF STATE DEVELOPMENT, MANUFACTURING, INFRASTRUCTURE AND PLANNING</b> <i>Concurrence Agency Status</i> <i>Agency Response: Recommend Conditions Apply</i>		
5.1	The Department of State Development, Manufacturing, Infrastructure and Planning is a concurrence agency under the Sustainable Planning Regulation 2009 (SPR).  The Department has assessed the impact of the proposed development requires Council to include the 'conditions of development' in the Schedules of Approval as indicated on the attached Statement of Reasons. Reference: SDA-0617-040209 dated 18 December 2018.	
5.2	The State Development, Manufacturing, Infrastructure and Planning response (Conditions and Statement of Reasons) will be attached to Council's Decision Notice for DA16842.	
<b>Advice</b> This approval has effect in accordance with the provisions of <i>Division 5 Section 339</i> of the <i>Sustainable Planning Act 2009</i> . [A copy of Section 339 will be enclosed with the Decision Notice].		
<b>Relevant Period</b> - Pursuant to <i>Section 341</i> of the 'Act' the approval will lapse if the first change of the use under the approval does not start within the 'relevant period' – four (4) years starting the day the approval takes effect.		
The <i>Sustainable Planning Act 2009 (SPA)</i> states that any change to the use or the scale or intensity of the approved use requires the submission of a new development application and subsequent development approval.		
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.		
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Manager of Operations if in his opinion a dust nuisance exists.		
Pursuant to <i>Division 8 Section 461</i> of the <i>Sustainable Planning Act 2009</i> , the Applicant has the Right of Appeal to the <i>Planning and Environment Court</i> regarding any condition of this approval; another matter stated in the development approval and the identification or inclusion of a code under <i>section 242</i> of the 'Act'. [A copy of the Right of Appeal will be enclosed with the Decision Notice]."		
<div>Vote - Unanimous</div> <div>Carried</div>		

<b>Subject:</b>	<b>Development Application No 19322 - Development Application for a Development Permit for a Material Change of Use for a Dwelling House (secondary dwelling)</b>
<b>File No:</b>	<b>DA19322</b>
<b>Action Officer:</b>	<b>PO-MS</b>
<b>Assessment No:</b>	<b>00889-00000-000</b>

## 1.0 APPLICATION SUMMARY

### Subject Land

Location	38 Carralluma Crescent, Fernvale
Real Property Description	Lot 12 RP189649
Area	0.8365 hectares or 8,365 square metres
Current land use	Dwelling house and associated domestic outbuildings
Easements and Encumbrances	Nil

### Somerset Region Planning Scheme Version Three

Zone	General Residential
Precinct	Park Residential

### Shaping SEQ: SEQ Regional Plan 2017

Land Use Category	Urban Footprint
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### Application

Proposed development	Dwelling House (secondary dwelling)
Level of Assessment	Code assessable
Applicant/s	Pauline Isarasena
Applicants contact details	C/- Greg Betts Consulting BURLEIGH HEADS QLD 4220
Landowners	Pauline A Isarasena
Date application received	6 April 2020
Date properly made	8 April 2020

<b>Referral Agencies</b>	Nil
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## RECOMMENDED DECISION

Approve the Development Application No 19322 subject to the requirements and conditions contained in the Schedules and Attachments.

## 2.0 PROPOSAL

The applicant has lodged a development application for a material change of use for a secondary dwelling on the premises. The proposed development is for small dwelling consisting of one bedroom, one bathroom, open plan living, dining, and kitchen, and deck. Total floor area for the dwelling will be 80 square metres, with internal living area of 56 square metres.

The proposal is for the secondary dwelling to be resided in by the property owner, with the owner's daughter and partner residing in the primary dwelling.

The proposal does not involve new or changed access to the premises, and will share access and driveway with the existing primary dwelling. The proposal includes the provision of one

undercover parking space for the secondary dwelling.

The applicant has provided a site plan, perspective drawings, floor plan, and elevations as per Attachments 1 to 4.

### **3.0 SITE DETAILS AND SURROUNDING LAND USES**

The subject site is an irregular shaped lot zoned as General Residential, and in the Park Residential precinct, consisting of 8,365 square metres. The subject site has frontage onto Carralluma Crescent, in Fernvale. The premises is improved upon with a dwelling house and two domestic outbuildings.

Surrounding land use is residential in nature, with the subject site being located within a Park Residential estate in the Fernvale township. Properties within the locality are larger sized lots, averaging just over approx. 1 hectare in size, typical of the Park Residential precinct. The Fernvale Showgrounds are approximately 360 metres from the property.

The property is not affected by any overlays in this instance (with the exception of the HIA Management Area), and is therefore not known to be prone to landslip, subsidence or inundation.

### **4.0 STATE ASSESSMENT**

#### **STATE LEGISLATION**

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 SOUTH EAST QUEENSLAND REGIONAL PLAN**

The proposed development is located within the Urban Footprint of the South-East Queensland Regional Plan. The proposed use did not require assessment or referral under the provisions of Schedule 10, Part 16 of the *Planning Regulation 2017*.

#### **4.3 VEGETATION MANAGEMENT ACT 1999**

According to the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) Development Assessment Mapping System (DAMS), the property is not mapped as containing State regulated vegetation. The proposal does not include the clearing of any vegetation.

### **5.0 COUNCIL ASSESSMENT**

#### **LOCAL GOVERNMENT LEGISLATION**

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 ASSESSMENT

The Somerset Region Planning Scheme identifies assessment benchmarks which development is to be assessed against, with proposed solutions measured against the performance outcome proposed by the Code. An assessment against the relevant parts of the Planning Scheme is set out below. In instances where alternative solutions are provided in lieu of the acceptable outcomes they are discussed below.

Applicable Code	Compliance with Overall Outcomes	Performance Outcomes
General residential zone code	Yes	PO6
Dwelling house code	Yes	Achieves acceptable outcomes applicable
Transport, access and parking code	Yes	Achieves acceptable outcomes applicable
Applicable Overlay Code	Compliance with Overall Outcomes	Performance Outcomes
-	-	-

Where the application does not achieve acceptable outcome criteria that is applicable, an assessment against the performance outcome criteria is presented in the following tables.

### General residential zone code

Performance outcomes	Acceptable outcomes
<b>For assessable development</b>	
<b>Amenity</b>	
<b>PO6</b> The design, location and operation of development does not result in any undue adverse impact on the amenity of the locality and must take into account and seek to ameliorate any existing negative environmental impacts, having regard to: <ul style="list-style-type: none"> <li>(a) hours of operation;</li> <li>(b) lighting;</li> <li>(c) noise;</li> <li>(d) dust, odour and other airborne emissions;</li> <li>(e) public health and safety;</li> <li>(f) traffic generation;</li> <li>(g) the use of <i>advertising devices</i>;</li> <li>(h) visual amenity; and</li> <li>(i) overlooking and privacy.</li> </ul>	<b>AO6</b> No acceptable outcome provided.
<b>Performance outcome assessment</b>	
A secondary dwelling is a low impact residential development, not resulting in undue adverse impacts on the amenity of the locality. The development achieves required minimum setbacks applicable for the zone. No negative environmental impacts are known to affect the immediate vicinity, being an established residential area. The design and siting of the secondary dwelling is such that the development should not result in opportunities for overlooking or privacy issues.	



## **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 serviced by the reticulated water network, however the subject land is not serviced by a sewerage network. The proposal includes plans for an onsite wastewater treatment system and effluent disposal area. The development will be conditioned to provide a sewage system that is compliant with the relevant Australian standards.

#### **6.2 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 directed to a lawful point of discharge, and design in accordance with the Queensland Urban Drainage Manual has been included in the schedule of conditions.

#### **6.3 Transport Network**

The property has frontage to a formed road, being Carralluma Crescent. The applicant has stated that the development is to use the currently existing access for the primary dwelling. A condition will be included to ensure access is designed in accordance with Council's design standards.

#### **6.4 Parks and Open Space Network**

The subject land is contained within the Public Parks and Community Land Service Catchment as per the Local Government Infrastructure Plan.

#### **6.5 Services**

The property is serviced with the provision of electricity by overhead power lines.

#### **6.6 Infrastructure Charges**

Infrastructure charges are applicable for a secondary dwelling. In this instance, the premises fall within Council's infrastructure catchments for the Stormwater Network, Parks and Open Space Network, and Transport Network. An infrastructure charges notice has been prepared in accordance with Council's Infrastructure Charges Resolution (No. 1) 2019, and will be supplied to the applicant.

#### **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 CONCLUSION**

The development application is for a material change of use for a proposed dwelling house, being a secondary dwelling, within the General Residential zone, Park Residential precinct in

Fernvale. The proposal is for a small, low-key, single bedroom dwelling for additional family to reside on the property.

The proposed development complies with the acceptable outcomes of the relevant assessment benchmarks or provided alternative solutions for the performance outcomes. The proposed development will be conditioned to be carried out generally in accordance with the development conditions attached to the Decision Notice.

## 9.0 ATTACHMENTS

1. Site Plan, Drawn by RT, Funky Little Shack, Date Prepared 30 March 2020, Drawing No. 1100
2. Perspectives, Drawn by RT, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 0000
3. Floor Plan, Drawn by MM, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 2000
4. Elevations, Drawn by RT, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 3000
5. Draft Infrastructure Charges Notice

## RECOMMENDED DECISION

1. THAT Council approve the Development Application No 19322 for a Development Permit for a Material Change of Use for a Dwelling House (secondary dwelling) on land described as Lot 12 RP189649, and situated at 38 Carralluma Crescent, Fernvale, subject to the requirements and conditions contained in the Schedules and Attachments.
2. THAT Council's report for this application be published to the website as Council's Statement of Reasons in accordance with s63(5) of the *Planning Act 2016*.

<b>SCHEDULE 1 – GENERAL CONDITIONS</b>		
<i>Assessment Manager</i>		
<b>No</b>	<b>Condition</b>	<b>Timing</b>
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.	At all times
	Site Plan, Drawn by RT, Funky Little Shack, Date Prepared 30 March 2020, Drawing No. 1100	
	Perspectives, Drawn by RT, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 0000	
	Floor Plan, Drawn by MM, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 2000	
	Elevations, Drawn by RT, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 3000	
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme Version Three, 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	On-site effluent disposal is to be compliant with the relevant Australian standards.	Before the change happens
1.6	Obtain Council approval for the demolition or removal of any existing buildings on site necessary for the approved development to proceed.	Before the change happens
1.7	Building works and plumbing and drainage works approvals must be gained.	Before the commencement of use
1.8	Provide the development with standard household infrastructure connections for reticulated water, power and telecommunications.  Evidence of connections to be provided to Council.	Before the commencement of use
<b>SCHEDULE 2 – ENGINEERING</b>		
<i>Assessment Manager</i>		
<b>No</b>	<b>Condition</b>	<b>Timing</b>
<b>Public Utilities/Infrastructure</b>		
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	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 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
<b>Stormwater drainage</b>		
2.4	Ensure Stormwater drainage is directed 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.
<b>Vehicle access</b>		
2.6	All vehicular access shall provide convenient and safe access and egress from the site in accordance with Somerset Regional Council Design Standards.	At all times
2.7	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.	
	<b>Erosion and sediment control</b>	
2.8	<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"> <li>▪ Be required to install additional measures</li> <li>▪ Be responsible for the restoration work.</li> </ul>	At all times
<b>SCHEDULE 3 – ENVIRONMENTAL</b>		
<i>Assessment Manager</i>		
<b>No</b>	<b>Condition</b>	<b>Timing</b>
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"> <li>▪ Burn or bury waste generated in association with this development approval at or on the development site; nor</li> <li>▪ Allow waste generated in association with this development approval to burn or be burnt or buried at or on the development site; nor</li> <li>▪ Stockpile any waste on the development site.</li> </ul>	At all times
3.4	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> <li>▪ Release stormwater runoff into a roadside gutter/ swale, stormwater drain or water that results in a build-up of sand, silt or mud in the gutter, drain or water; or</li> <li>▪ Deposit sand, silt or mud in a roadside gutter, stormwater drain or water; or in a place where it could reasonably be expected to move or be washed into a roadside gutter/swale, stormwater drain or water and result in a build-up of sand, silt or mud in the gutter, drain or water.</li> </ul>	During construction phase
<b>SCHEDULE 4 – ADVICE</b>		
<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 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 structures proposed may require their own planning approval and will be assessed on its own merits.

**Attachments for the Decision Notice include:**

1. Site Plan, Drawn by RT, Funky Little Shack, Date Prepared 30 March 2020, Drawing No. 1100
2. Perspectives, Drawn by RT, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 0000
3. Floor Plan, Drawn by MM, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 2000
4. Elevations, Drawn by RT, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 3000

**Resolution**

Moved – Cr Brieschke

Seconded – Cr Gaedtke

- "1. THAT Council approve the Development Application No 19322 for a Development Permit for a Material Change of Use for a Dwelling House (secondary dwelling) on land described as Lot 12 RP189649, and situated at 38 Carralluma Crescent, Fernvale, subject to the requirements and conditions

contained in the Schedules and Attachments.

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

#### **SCHEDULE 1 – GENERAL CONDITIONS**

*Assessment Manager*

<b>No</b>	<b>Condition</b>	<b>Timing</b>
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, Drawn by RT, Funky Little Shack, Date Prepared 30 March 2020, Drawing No. 1100 Perspectives, Drawn by RT, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 0000 Floor Plan, Drawn by MM, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 2000 Elevations, Drawn by RT, Funky Little Shack, Date Prepared 25 March 2020, Drawing No. 3000	At all times
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme Version Three, 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	On-site effluent disposal is to be compliant with the relevant Australian standards.	Before the change happens
1.6	Obtain Council approval for the demolition or removal of any existing buildings on site necessary for the approved development to proceed.	Before the change happens
1.7	Building works and plumbing and drainage works approvals must be gained.	Before the commencement of use
1.8	Provide the development with standard household infrastructure connections for reticulated water, power and telecommunications.  Evidence of connections to be provided to Council.	Before the commencement of use

#### **SCHEDULE 2 – ENGINEERING**

*Assessment Manager*

No	Condition	Timing
	<b>Public Utilities/Infrastructure</b>	
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	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 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
	<b>Stormwater drainage</b>	
2.4	Ensure Stormwater drainage is directed 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.
	<b>Vehicle access</b>	
2.6	All vehicular access shall provide convenient and safe access and egress from the site in accordance with Somerset Regional Council Design Standards.	At all times
2.7	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.	At all times
	<b>Erosion and sediment control</b>	
2.8	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: <ul style="list-style-type: none"> <li>Be required to install additional measures</li> <li>Be responsible for the restoration work.</li> </ul>	At all times
<b>SCHEDULE 3 – ENVIRONMENTAL</b>		
<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	During construction

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

**SCHEDULE 4 – ADVICE**

Assessment Manager

This approval has effect in accordance with the provisions of section 71 of the *Planning Act 2016*, and development may commence in accordance with section 72.

Currency Period - Pursuant to section 85 of the *Planning Act 2016* 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 *Planning Act 2016*.

The *Planning Act 2016* 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 *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*).

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 structures proposed may require their own planning approval and will be assessed on its own merits."

Carried

Vote - Unanimous

### Declaration of Conflict of Interest – Cr Whalley – Agenda Item Number 10

I declare that I have a conflict of interest Agenda Item Number 10, **Development Application 19318 - Material Change of Use - Animal Keeping Cattery - 1073 Glamorgan Vale Road, Glamorgan Vale** (as defined by the *Local Government Act 2009*, section 175D) as follows –

I know the proponent of this business personally, as I served with him on the Glamorgan Vale P & C and also know him as a friend. I have determined that this personal interest is not of sufficient significance that will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However, I acknowledge that the remaining Councillors must now determine pursuant to section 175E(4) of the *Local Government Act 2009* –

- (a) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether:
  - 1. I must leave the meeting while this matter is discussed or voted on; or
  - 2. I may participate in the meeting in relation to the matter, including by voting on the matter.

#### Resolution

Moved – Cr Gaedtke

Seconded – Cr Choat

"THAT Cr Whalley does not have either a real conflict of interest or perceived conflict of interest in Development Application No 19318 and is accordingly free to participate in the meeting while this matter is discussed, including by voting on the matter."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Development Application No 19318 – Material Change of Use – Animal Keeping Cattery – 1073 Glamorgan Vale Rd Glamorgan Vale – 98 CH3113 - 34842-00000-000</b>
<b>File Ref:</b>	<b>DA19318</b>
<b>Action Officer:</b>	<b>SP</b>

### Background/Summary

Council has received a Material Change of Use development application to formalise an expansion to an existing cattery located at 1073 Glamorgan Vale Road, Glamorgan Vale. The application is for the expansion of the Cattery component to increase the maximum number of cats from 20 to 70. The expansion includes the following:

- Stage 1 – A 76m<sup>2</sup> building (19m x 4m). This is an existing building which was built in 2016.
- Stage 2 – A duplication of the Stage 1 building. The timing on the construction of this building will be based on an increase in the demand for cat boarding.
- The existing approved Cattery buildings are also included in this development application to ensure that the use of them for purposes associated with the Cattery, and any historic minor variations, modifications etc, are covered by this Material Change of Use.

As part of the development application the applicant has also requested a reduction in the development application fees. The applicant has paid the applicable development application fee to allow the assessment of the application to continue, this report address the fee reduction/refund request only.

The applicant has provided the following reasons to support their fee reduction request:

1. A cattery (defined as Animal Keeping – Cattery) is impact assessable in the Rural zone.
2. The current 2019-2020 fees are as follows:

Animal keeping - Cattery (Code)	\$	2,417.00
Animal keeping - Cattery (Impact)	\$	4,257.00

3. However, a cattery is not code assessable under any of the Planning Scheme zones. It is impact assessable in the Rural Zone and Emerging Community Zone.
4. I understand why a combined Cattery and Kennel is impact assessable and generates more community concerns (i.e. this is normally associated with noise from the dogs) and a greater level of assessment by Council officers. However, due to the nature of a cattery, the potential impacts (especially noise) are significantly reduced. A Veterinary Service, for example, is acceptable development or code assessable in the Centre Zone and Township Zone, both of which are urban areas. This example is used as the keeping of cats in a cattery should be similar in terms of impacts when compared to the short terms housing of animals in a veterinary building.
5. As raised in an earlier meeting with Council officers, an email from Peter Tabulo (dated 30 November 2018) advised that a combined Kennel and Cattery application would be

*“considered favourably as an Incidental Application which requires a fee of \$5,000”.*  
The Cattery component will have much less potential impacts to assess.

6. This is for an extension to the existing cattery and not a new cattery.
7. Based on the above, it is requested that the Code Assessable fee of \$2,417 be applied to the Cattery application.

The development application seeks to formalise an existing expansion to a cattery facility. Stage 1 of the proposal has been constructed, with Stage 2 proposed to be constructed in the future.

While the proposal is for an expansion to an existing facility, the existing cattery was approved under a superseded planning scheme. As such, the application still requires an assessment against the current planning scheme requirements. The application is impact assessable requiring public notification and submissions received will also need to be appropriately reviewed and considered. Given the above, it is recommended that the development application remains as per the 2019-2020 fees and charges.

#### Attachments

Nil

#### Recommendation

THAT the development application fee for DA19318 – Material change of use – Animal keeping (expansion to an existing cattery) at 1073 Glamorgan Vale Road Glamorgan Vale, Lot 98 CH3113 remain at \$4,257 as per Council's 2019-20 fees and charges.

#### Resolution

Moved – Cr Choat

Seconded – Cr Isidro

“THAT the development application fee for DA19318 – Material change of use – Animal keeping (expansion to an existing cattery) at 1073 Glamorgan Vale Road Glamorgan Vale, Lot 98 CH3113 remain at \$4,257 as per Council's 2019-20 fees and charges.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Planning and Building Services Monthly Report - April 2020</b>
<b>File:</b>	<b>Governance - Reporting - Officer Reports</b>
<b>Action Officer:</b>	<b>DPAD, ESM, SP, SBC, NRMO</b>

#### Report

A summary of the Department's activities during the month of April 2020 is provided for Council's information.

#### 1. Planning Development Applications

During the month the following Development Applications were received:

Assessment Type	March 2020	April 2020
Building Works assessable against the Planning Scheme	3	4
Material Change of Use	2	5

Reconfiguring a Lot	3	2
Operational Works	2	-
Combined Applications	-	-
<b>Total</b>	<b>10</b>	<b>11</b>

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

During the month the following Development Applications were decided:

<b>Approved/Refused</b>	<b>March 2020</b>	<b>April 2020</b>
Refused - Council	-	-
Refused – Delegated Authority	-	1
Approved - Council	4	3
Approved - Delegated Authority	3	5
<b>Total</b>	<b>7</b>	<b>9</b>

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

## **Planning and Environment Court Appeals**

### ***Roubaix Properties Pty Ltd v Somerset Regional Council and Anor Planning and Environment Court No 2327 of 2019***

The Appeal is against Council's decision to refuse the development application and has been the subject to preliminary proceedings and expert reviews. The Appeal was reviewed on 24 April by her Honour Judge Kefford who foreshadowed a trial date for June 2020. Briefings have commenced with Council's expert witnesses and Counsel.

### ***Edith Pastoral Company Pty Ltd -V- Somerset Regional Council Planning and Environment Court No 2773 of 2019***

The Appeal is against Council's decision to refuse the development application has been the subject to preliminary proceedings and expert reviews. At the most recent hearing on 17 April, his Honour Judge Jones allowed for a substitution of the Appellant's expert in the fields of noise, air quality and vibration, with a further joint expert reports now scheduled to be provided by 27 May 2020. The next review for case management before his Honour Judge Rackemann is scheduled for 29 May 2020.

## **2. Building Development Approvals**

A total of thirty-eight (38) building approvals were issued in the region for March 2020.

### **Assessment Type: Building Works**

<b>Status</b>	<b>March 2020</b>
Accepted	38
Approved - Council	9
Approved - Private Certifier	29
Info Request	0
Finalised	40

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

## Building Compliance Matters

The following are non-compliant building activities in this period:

### March:

Unapproved building works at Minden, Fernvale, Gregors Creek, Villeneuve, Mount Archer, Esk, Sheep Station Creek, Lowood, Cooeimbardi, Mount Kilcoy, Clarendon, Mount Tarampa, Moore, Buaraba, Glen Esk and Hazeldean.

Unlawful use of buildings at Hazeldean and Biarra.

## 3. Plumbing Compliance Permits and Inspections

A total of ten (10) plumbing and drainage approvals were issued in the region for April 2020.

### Assessment Type: Plumbing Approval

Status	April 2020
Approved	13
Info Request	5
<b>Total</b>	<b>18</b>

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

The number of home sewerage treatment plants on Council's register is 1952 of which 54 or 2.76% are currently overdue for servicing. Letters have been sent to the owners of these systems to ensure compliance.

### Mid-Brisbane River and Linville Risk Mitigation Program

Council Plumbing Inspectors and NRM officer are currently in the process of managing a subsidy program aimed at improving water quality in the mid Brisbane River catchment.

The subsidy of up to \$17,000 per household is being offered for the upgrade of septic systems on properties identified as high risk to water quality. The subsidy is funded by Seqwater.

Following an initial inspection program carried out during 2018, 16 properties have been offered the opportunity to apply for the subsidy, of these 9 have expressed interest with 6 others showing an interest later in the program. 15 properties have followed up with an application and 12 applications have been finalised. One additional application has now been lodged and approved in the month of January and awaiting work to be carried out.

Council Plumbing Inspectors are continuing with the next stage of the program which is in Linville area. Letters have been sent out in January 2020 to the township of Linville regarding information on how to look after your septic/HSTP systems.

Another letter has been sent to 34 residents of the Linville township offering them to participate in the upgrading of their septic system to a HSTP. Council have received a reply from 18 residents, with 7 replies indicating no interest in the program.

Of the remaining responses from the 10 residences, 9 site inspections have been carried out by Council's Plumbing Inspectors. Out of the 10 residences, Council can possibly have 11 septic systems upgraded to household sewerage treatment plants with 1 property having 2 dwellings on a property. Council has now approved 4 applications for upgrades to HSTPs with 1 application finalised with payment.

## 4. Environmental Services

### *Environmental Health Services*

#### **Toolbox overview**

The below figures reflect the customer sessions on Somerset Regional Council's content on Toolbox for the months of February and March.

#### **Visitors to Council content**

	February 2020	March 2020
Users	90	63
Sessions	127	75
Pageviews	432	280
Pages/Sessions	3.40	3.73
Avg. Session Duration	3m50s	3m12s
Downloads	35	43

#### **Most popular content**

Top content pages	Unique Pageviews	
	February 2020	March 2020
Noise Pollution	61	62
Food	25	15
Document library	-	14
How to start a food business	-	8
Air Pollution	-	7
Cats and dogs	17	-
Do I need a food business licence?	15	-
Pets and animals	14	-

#### **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](http://www.somerset.imalert.com.au)

A total of 13 users completed the training during the month of March.

#### **Swimming Pool Water Quality Monitoring**

Swimming pool water samples were not collected this month as the Toogoolawah, Kilcoy and Lowood pools are currently closed and will reopen for the swimming season in late September 2020. Sampling for compliance with the *Queensland Health Water Quality Guidelines for Public Aquatic Facilities, September 2019* will recommence at that time.

#### **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 Government. The first school based immunisation clinics were conducted Tuesday 3 March 2020. Clinics scheduled for June have been postponed due to Covid-19 restrictions and Council will work with Queensland Health on the delivery of the program moving forward.

#### **Mosquito Monitoring**

Officers have been conducting the 2020 mosquito surveillance program in conjunction with Queensland Health in various towns and villages in the region to be conducted from February

to April 2020. In March, monitoring was conducted in Esk and Toogoolawah results sent to Queensland Health for analysis. The survey program was postponed in mid-March due Covid-19 restrictions.

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

The following is a report on activities in the Pest Management sections for the months of March and April.

### Invasive Animal Control

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

#### Wild dogs

1080 baits injected:

(Note: scheduled 1080 baiting days have been suspended until further notice due to Covid-19 restriction. Reactive 1080 is available by appointment on property).

	March 2020	April 2020
<b>Mt Kilcoy</b>	8	-
<b>Toogoolawah</b>	-	5
<b>Coal Creek</b>	-	15
<b>Linville</b>	-	8
<b>Total</b>	<b>8</b>	<b>28</b>

Scheduled 1080 baiting days are currently postponed due to Covid-19 restrictions. Reactive 1080 is available by appointment on property.

#### Dingo scalps presented:

(Note: wild dog bounty payments have been suspended until further notice due to Covid-19 restrictions)

	March 2020	April 2020
Diaper	9	-
Esk	8	-
Biarra	2	-
<b>Total</b>	<b>19</b>	<b>-</b>

#### Feral pig scalps presented:

(Note: feral pig bounty payments have been suspended until further notice due to Covid-19 restrictions)

	March 2020	April 2020
<b>Diaper</b>	1	-
<b>Total</b>	1	-

**Rabbits:**

- Officers have been working with landholders to control rabbit infestations in the following areas:
  - March: Hazeldean, Prenzlau, Toogoolawah.
  - April: Hazeldean, Gregors Creek.
- Officers are continuing to work closely with Seqwater in controlling rabbits around Somerset and Wivenhoe Dams.

**Invasive Plant Control**

A summary of invasive plant and other vegetation treatment activities for the month is as follows:

**March:**

- **Groundsel** – Gregors Creek, Glamorganvale.
- **Giant rats tail grass** – Mt Kilcoy, Sandy Creek, Royston, Monsildale Road, Linville, Moore, Wivenhoe Pocket, Glamorganvale.
- **Annual Ragweed** – Pine Mountain, Mt Tarampa, Glamorganvale, Fernvale, Cressbrook, Toogoolawah.
- **Lantana** - Villeneuve, Neurum.
- **Prickly Pear** – Coal Creek.
- **Leucaena** - Esk Kilcoy Road and Wivenhoe Somerset Road.
- **Main Roads Element 5** – Kilcoy-Murgon Road, D'Aguilar Highway East and West.
- **Main Roads Element 8** – Forest Hill Fernvale Road, Brisbane Valley Highway, Mt Glorious.
- **Herbicide applied** – 23, 092L.
- **Lantana Control** – Herbicide treatment was carried out by Council staff, due to the wet weather all mechanical removal was put on hold due to the boggy conditions.

**April:**

- **Groundsel** –Tarampa.
- **Giant rats tail grass** – Mt Kilcoy, Sandy Creek, Wivenhoe Pocket, Lowood hills.
- **Annual Ragweed** –Toogoolawah, Hazeldean.
- **Lantana** - Sandy Creek, Neurum, Mt Beppo and Gregors Creek.
- **Mother of Millions** - Coominya, Prenzlau, Fernvale, Mt Tarampa, Minden, Clarendon, Toogoolawah.
- **Prickly Pear** – Toogoolawah.
- **Parthenium** - Lowood.
- **Parkinsonia** - Prenzlau.
- **Main Roads Element 5** – D'Aguilar Highway, Brisbane Valley Highway, Esk Hampton Road, Forest Hill Fernvale Road.
- **Main Roads Element 8** - Esk Kilcoy Road.
- **Herbicide applied** –15,665L.
- **Lantana Control** - Mechanical removal of lantana was conducted along Gregors Creek Road with herbicide control carried out on Cooeimbari Road, Gregors Creek Road, Mary Smokes Road, Toogoolawah-Biarra Road, Contract herbicide sprayer employed to treat lantana along Mary Smokes Road.





### Compliance under the *Biosecurity Act 2014*:

	March 2020	April 2020
Information notices	7	3
Biosecurity Orders	1	-
Enter and Clear action	-	-
<b>Total</b>	<b>8</b>	<b>3</b>

### Animal Management

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

## 5. Natural Resource Management

### Land for Wildlife

- No New Land for Wildlife sign-up during April due to Covid 19 restrictions.

### Somerset Flora and Fauna

- Ongoing feedback and consultation regarding the State government review of Koala provisions.
- Progressing Matters of Local Environmental Significance (MLES) to inform future Planning Scheme review, particularly in respect of proposed State Koala reform/s.

### Catchment Management

- Resilient Rivers Project Updates:
  - Planting has been completed across the 4 properties included in the Black Snake Creek Project, and pending establishment, begins a period of 1 years contracted maintenance.
  - A draft options paper has been circulated to project partners for consideration in respect of the Hills Crossing and Savages Crossing investigation project. Internal council officer comments have been provided for consultant consideration.
- The steering committee has decided to defer the continuation of the Upper Brisbane

and Stanley Catchment Action Plan project until Covid19 restrictions allow for in-person public consultation, and ensure all sectors have opportunity to participate. In preparation for the future consultation opportunity, the steering committee had a virtual meeting on April 22 to review consultancy products provided to date, and provide product refinement recommendations. Lead agency Seqwater will provide feedback to the consultants.

- Stage 3 of the On-site Wastewater Mitigation Program is ongoing, with Council Plumbing officers engaging properties in Linville Township, and further properties along the Mid Brisbane River (in a continuation of Stage 2 delivery). A program meeting was held virtually with Somerset Regional Council Staff, and Seqwater representation on April 22 to review program delivery, and discuss future delivery options.

### Offsets – Planting

- Delivery of Councils 2019/20 Capital Works Offsets:
  - Kilcoy – Approximately one third of the planting at Yowie Park has been completed and is currently being maintained by Council staff. Further community plantings to complete the work are on hold until social distancing rules allow such events.
  - Toogoolawah – Planting in new gardens along the rail trail corridor is now complete and is being maintained by Council staff.
  - Lowood - Planting of trees on this site has been completed and is being maintained by contractors.
- Preparations underway for offset planting along Kilcoy creek with funding from Department of Transport and Main Roads, and SEQ Water. Planting by contractors is anticipated in May if conditions are suitable.

### Collaborations

- Continued discussion regarding the establishment of a collaborative Canoe trail across the Brisbane River Catchment. Ipswich City Council is currently drafting Canoe Trail signage and symbology to support a broader collaborative canoe trail.
- Meeting with Department of Transport and Main Roads on 30 April regarding culvert replacement on Kilcoy Murgon Road, and impacted plant salvage in association with Brisbane Valley Kilcoy Landcare.

### Recommendation

THAT the Department of Planning and Development Monthly Report for April 2020 be received and the contents noted.

#### Resolution

Moved – Cr Gaedtke

Seconded – Cr Brieschke

“THAT the Department of Planning and Development Monthly Report for April 2020 be received and the contents noted.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Financial reports – 1 July 2019 to 29 April 2020</b>
<b>File Ref:</b>	<b>Monthly financial statements</b>
<b>Action Officer:</b>	<b>DFIN</b>

## Background/Summary

### Financial reports

Month end financial reports for the period 1 July 2019 to 29 April 2020 are attached detailing the progress that has been made in relation to Council's FY2020 budget as per section 204 of the Local Government Regulation 2012.

A list of payments is also provided as previously requested. This is not a statutory requirement.

Financial results are summarised in the attached dashboard.

### Investments

Council's 2019/2020 revised budget interest revenue is \$2.08 million or \$177 per rateable property for the year.

Interest rates have been falling. Council resolved on 26 June 2019 to endorse the entering into of an agreement for a second credit facility with Urban Utilities (QUU) of \$30 million to help sustain Council's long term non-rate revenue.

Council already has one QUU credit facility of \$13.8 million in place.

Government approvals have been sought for this second credit facility by both Council and QUU for several months. Both the Department of Local Government and Department of Natural Resources, Mines and Energy have supported the QUU transaction however final approval for the transaction from Queensland Treasury is still pending. QUU have revised the timing of their loan until July 2020 because of the Queensland Treasury delays.

### Grants

- In December 2019, Council officers submitted applications under the Australian Government's competitive Building Better Regions Fund including a \$10 million upgrade to Lowood Minden Road, a \$2.2 million project called "Brisbane Valley Rail Trail Install stabilised pavements and concrete surfaces – Fernvale to Esk" and a \$1.5 million recycled water pipeline from the new Lowood sewerage treatment plant to Fernvale. No advice has been received about these applications.
- Council's application under the State Government's Building our Regions program for the \$2.2 million rail trail surface project was unsuccessful despite being shortlisted.
- Council officers have been preparing a proposed program of works for lantana removal in accordance with guidelines for a \$275,000 Australian Government bushfire funding approval.
- Council officers are preparing funding applications under the Australian Government's Bridges Renewal Program and Heavy Vehicle Safety and Productivity Program for renewal of 17 Doolan Deck bridges, replacement of Lester Kropp Bridge on Neurum Road, replacement of Braeburn Road Bridge (Monsildale), replacement of Sandy Creek Bridge on Copley Lane (Crossdale) and sealing of the western-most portion of

Esk Crows Nest Road consistent with Council's resolution and discussions of 25 March 2020.

## Rates

All rate recovery actions have been terminated with the declaration of a pandemic.

Rates are issued in six monthly cycles and were issued on 25 February 2020 and have a revised due date of 28 May 2020.

Rate debtors were as follows before the issue date:

- \$1.62 million – 31 July 2019
- \$1.76 million – 3 February 2020

Rate debtors were as follows at the date of this report and as at six months prior:

- \$2.55 million – 31 October 2019 (all rate debtors at 31 October were overdue)
- \$4.08 million – 30 April 2020 (current period rates are not due until 28 May 2020)

## Growth

Rateable property data provides an indication of regional growth.

The number of rateable properties has changed as follows:

Date	Number of rateable properties	Growth in rateable properties
30 June 2017	11,672	0.8%
30 June 2018	11,757	0.7%
30 June 2019	11,748	0%
30 April 2020	11,764	0%

## Road maintenance detail

Councillors have previously requested additional information about road maintenance:

	Rural (\$000's)	Urban (\$000's)	Total (\$000's)
Bitumen road maintenance	459	170	629
Gravel road maintenance	2,004	15	2,019
Roadside drainage	390	233	623
Culvert maintenance	19	2	21
Vegetation maintenance	304	192	496
Traffic furniture	208	31	239
Linemarking	15	20	35
Total actual year to date	3,399	663	4,062
Expected pro-rata budget year to date	3,405	586	3,991

Please note, these are pro-rata year to date figures. Council's total 2019/2020 road and street ordinary maintenance budget is \$4.8 million. (maintenance only)

As previously requested, Council's 30 most costly road segments for bitumen, gravel or culvert maintenance were:

Road segment	(\$000's)
Esk Crows Nest (gravel) Ch26120-Ch34090	119
Atkinsons Dam Rd (bitumen) Ch3200-Ch5600	92
Bellthorpe Rd (gravel) Ch0-Ch11460	70
Banffs La (gravel) Ch0-Ch3050	57
Mt Byron Rd (gravel) Ch2020-Ch15370	55
Kingaham Rd (gravel) Ch0-Ch8960	55
Larsens Rd (gravel) Ch3870-Ch5920	55
Monsildale Rd (gravel) Ch1630-Ch10200	50
Spring Creek Rd (gravel) Ch60-Ch4210	40
Brennan Rd (gravel) Ch100-Ch4020	35
Muckerts La (gravel) Ch1370-Ch2780	33
Diaper Rd (gravel) Ch0-Ch3000	31
Boyces Rd (gravel) Ch0-Ch2460	30
Harris Rd (gravel) Ch120-Ch3340	30
Stanley Pocket Rd (bitumen) Ch0-Ch12030	29
Diaper Rd (gravel) Ch3000-Ch6200	28
Westvale Rd (gravel) Ch13550-Ch15210	26
Seib St (gravel) Ch0-Ch340	26
Westvale Rd (gravel) Ch1340-Ch13550	25
Clarendon Rd (bitumen) Ch5750-Ch8860	24
Highwood La (gravel) Ch2610-Ch6690	24
Silverleaves Rd (gravel) Ch40-Ch2150	24
Highwood La (gravel) Ch0-Ch2610	23
Kiernan La (gravel) Ch0-Ch1570	22
O'Reillys Weir Rd (bitumen) Ch110-Ch4250	21
Zernike La (gravel) Ch20-Ch1100	21
Voss Rd (gravel) Ch880-Ch2690	21
Monsildale Rd (gravel) Ch12000-Ch19100	21
Spring Creek Rd (gravel) Ch4210-Ch7200	20
Brightview Rd (bitumen) Ch8350-Ch9100	20
Subtotal	1,127k

### Attachments

Financial reports and payment listings

### Recommendation

THAT Council receive the financial reports for 1 July 2019 to 29 April 2020 including payments presented for the period 30 March 2020 to 30 April 2020 totalling \$7,257,006.86 and that the contents be noted.

### Resolution

Moved – Cr Isidro

Seconded – Cr Choat

"THAT Council receive the financial reports for 1 July 2019 to 29 April 2020 including payments presented for the period 30 March 2020 to 30 April 2020 totalling \$7,257,006.86 and that the contents be noted."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Class concession proposal - business inspection charges - coronavirus assistance package further measures</b>
<b>File Ref:</b>	<b>Rates - rate payments - rebates</b>
<b>Action Officer:</b>	<b>DFIN</b>

### Background/Summary

Council runs inspection programs in the following industries to ensure operators comply with conditions of approval and/or relevant laws:

- Cafes, restaurants and other food establishments
- Poultry industry
- Extractive industries
- Kennels

The inspection programs are funded through special charges levied on rate notices.

As part of Council's coronavirus assistance package for business and to manage public health issues potentially arising from interactions between business owners and Council officers, Council may wish to grant a rebate of the special charges.

The above inspection programs are not complete for 2019/2020 and the budgeted special charges total around \$83,000.

### Attachments

Nil

### Recommendation

THAT Council provide a class concession under section 122 of the Local Government Regulation 2012 to all current property owners whose properties have been subject to an inspection program special charge during 2019/2020 where the concession is provided on the basis of hardship and represents a rebate of the inspection program special charge for 2019/2020 plus any interest charged to date on any inspection program special charge that would be overdue if not for this resolution and further that the decision to not complete the 2019/2020 inspection program be endorsed for public health and economic development reasons.

### Resolution

Moved – Cr Gaedtke

Seconded – Cr Brieschke

"THAT Council provide a class concession under section 122 of the Local Government Regulation 2012 to all current property owners whose properties have been subject to an inspection program special charge during 2019/2020 where the concession is provided on the basis of hardship and represents a rebate of the inspection program special charge for 2019/2020 plus any interest charged to date on any inspection program special charge that would be overdue if not for this resolution and further that the decision to not complete the 2019/2020 inspection program be endorsed for public health and economic development reasons."

Carried

*Vote - Unanimous*

<b>Subject:</b>	<b>Concession request - banked development land</b>
<b>File Ref:</b>	<b>Rates - rate payments - rebates</b>
<b>Action Officer:</b>	<b>DFIN</b>

### Background/Summary

Face Investments Pty Ltd owns three properties north-west of Eagle Rise Estate, Lowood.

The properties had a subdivision development permit (DA6907) for 72 small residential lots dating from 2008. Face Investments sought extensions on the development permit with the most recent extension being granted by Council on 20 December 2018 until 18 November 2022.

The development permit resulted in the properties being classified for rating purposes as "banked development land" since 2013.

On 25 February 2020, Council issued rate notices which again categorised the properties as banked development land (category 201).

After the issue of the rate notices, Face Investments Pty Ltd sought to cancel DA6907. The approval was cancelled at the owners' request on 2 April 2020.

Face Investments then objected to the rating categorisation decision. The objection against the rating categorisation decision was denied because at the time Council made the decision, the development permit was in force. The objection was also not given within the time limit provided in the legislation.

Face Investments emailed as follows on 24 April 2020:

*"We would like to appeal the abovementioned decision at the next Scenic Rim council meeting, based on section 119 of the local Government regulation 2012 for a rebate under this section. It is our belief that we would be quite happy to pay the rates pro rata for the time previous to us lodging the application, and council adjust the rates from that period on to the normal rates struck for residential blocks by your council. Your consideration is greatly appreciated in these trying times of Covid -19 as you are all aware that we are all in this together, and we are appealing for a fair go for all."*

The rates levied were as follows:

<b>Assessment</b>	<b>Area (Ha)</b>	<b>Nett rates and charges after discount</b>
02597-05000-000	0.4968	\$2,424.93
02597-00000-000	4.000	\$4,486.20
02596-20000-000	3.661	\$4,476.15
<b>Total</b>	<b>8.1578</b>	<b>\$11,387.28</b>

If desired, Council could under sections 119 to 122 of the Local Government Regulation 2012 resolve to:

- accept the email from Face Investments Pty Ltd of 24 April 2020 as an application for a rating concession on the grounds of hardship for each of rate assessments 02596-20000-000, 02597-00000-000 and 02597-05000-000
- while noting that there is no legal provision for a pro rata application of a rating category

during a rating period, allow a concession as a rebate of rates calculated as 62% of the net difference between the rates levied and the rates that would have been applicable under rating category 1 if that category had applied to all three properties for the rating period.

It is considered that the rate notices were correctly and accurately issued and the existence of the development permit was always within the owner's control.

#### Attachments

Correspondence from Face Investments Pty Ltd of 6 April, 21 April and 24 April 2020  
Correspondence from Council of 16 April 2020, 21 April 2020 and 2 April 2020

#### Recommendation

THAT Council provide no rebate to Face Investments Pty Ltd.

#### Resolution

Moved – Cr Choat

Seconded – Cr Isidro

“THAT Council, under sections 119 to 122 of the Local Government Regulation 2012 resolve to:

- accept the email from Face Investments Pty Ltd of 24 April 2020 as an application for a rating concession on the grounds of hardship for each of rate assessments 02596-20000-000, 02597-00000-000 and 02597-05000-000
- while noting that there is no legal provision for a pro rata application of a rating category during a rating period, allow a concession as a rebate of rates calculated as 62% of the net difference between the rates levied and the rates that would have been applicable under rating category 1 if that category had applied to all three properties for the rating period.”

Carried

*Vote - Unanimous*

#### As required under Local Government Regulation 273 -

*Reason for change to Officer's recommendation -*

Councillors agreed, as a result of financial hardship associated with the COVID-19 pandemic, to support a rating concession based on the evidence provided by Face Investments Pty Ltd.

<b>Subject:</b>	<b>Revenue policy FY2020 – proposed amendment – Coronavirus assistance package</b>
<b>File Ref:</b>	<b>Financial management – budgeting – budget</b>
<b>Action Officer:</b>	<b>DFIN</b>

#### Background/Summary

Council is required to adopt a revenue policy annually under section 193 (3) of the Local Government Regulation 2012 as a precursor to the annual budget process.



A revenue policy must include details of principles that council uses to recover overdue rates and charges. Council's adopted revenue policy FY2020 includes the following requirements:

*"Council is to receive twice each financial year recommendations for sale of lands for overdue rates actions covering all properties for which actions may legally be commenced except where the overdue rates or charges exceed the rateable valuation of the land. Where this situation applies, a recommendation to acquire the land for overdue rates may be made."*

Council does not use any other legal recovery mechanisms for rates such as court action and does not appoint debt collectors.

47 out of the 48 sale of lands for overdue rates actions commenced by Council during 2018/2019 were successfully finalised without an auction being held.

It is proposed that the rate recovery policy provisions be relaxed for the remainder of 2019/2020 as part of Council's coronavirus assistance package.

#### Attachments

Revenue policy FY2020

#### Recommendation

THAT Revenue Policy FY2020 be amended by adding the following text after the words "overdue rates may be made.":

*"As a result of the Coronavirus pandemic, only properties with more than \$100,000 in overdue rates and charges will be included in any recommendations for sale of lands for overdue rates actions until 1 January 2021."*

#### Resolution

Moved – Cr Gaedtke

Seconded – Cr Wendt

"THAT Revenue Policy FY2020 be amended by adding the following text after the words "overdue rates may be made.":

*"As a result of the Coronavirus pandemic, only properties with more than \$100,000 in overdue rates and charges will be included in any recommendations for sale of lands for overdue rates actions until 1 January 2021."*

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Revenue policy FY2021</b>
<b>File Ref:</b>	<b>Financial management – budgeting – budget</b>
<b>Action Officer:</b>	<b>DFIN</b>

#### Background/Summary

Council is required to adopt a revenue policy annually under section 193 (3) of the Local Government Regulation 2012 as a precursor to the annual budget process.

**Attachments**

Nil

**Recommendation**

1. THAT Council remove the Revenue Policy FY2020 from the policy register on 1 July 2020.
2. THAT Council adopt the following Revenue Policy FY2021 -



**Policy Subject/Title:** Revenue Policy FY2021

**Policy Number:** F/001

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**Policy Subject/Title:** Revenue Policy FY2021

**Responsible Officer:** Director Finance

**Legislative or Regulatory Reference:** *Local Government Act 2009* and Regulation

**Related Policies / Procedures:** Revenue statement

**Authorised by:** Somerset Regional Council

**Authorised on:** 13 May 2020 [Doc ID ...]

**Review/Amendment dates:** This policy is reviewed annually

### 1. OBJECTIVE

Council aims to fulfil a statutory requirement through adoption of this revenue policy under section 193 of the Local Government Regulation 2012.

### 2. BACKGROUND

Council is required to review its revenue policy each financial year under section 193 of the Local Government Regulation 2012.

### 3. PURPOSE

The revenue policy sets guidelines for the development of Council's budget, revenue measures and other financial matters as outlined.

### 4. SCOPE

The policy applies to Somerset Regional Council and all persons and entities that contribute

or might contribute revenue to the Council.

## 5. POLICY

Section numbers referred to below relate to the Local Government Regulation 2012.

### • s193(1)(a)(i) The principles that the local government intends to apply in the financial year for levying rates and charges

Rates and charges are levied to enable Council to meet its recurrent and capital cash costs, outlays and returns plus a portion of non-cash costs.

For general rates, the guiding principle is that of seeking to achieve the greatest practicable level of equity within the constraints imposed by a system based upon government-assessed official land values, having regard to services provided, access to services and relative potential capacity of the land to produce an income.

The application of those principles to the circumstances of the Somerset Region has lead Council to the view that those principles cannot be adequately reflected by levying a single rate in the dollar for general rates.

The primary reasons for that conclusion are differences between different land types of and use in terms of consumption of services, relative valuation, relative potential to earn an income and other factors relevant to rating equity.

Council therefore intends to raise its general rate revenue by the levy of differential general rates, with differences in land use, valuation and other matters affecting the capacity of the land to produce an income being the key bases of rating differentiation.

For utility charges, and other rates or charges for particular services or functions (regulatory or otherwise) the guiding principle is that of user pays, with the overall level of revenue raised by each charge being based so far as practicable upon the full cost price of providing the service or facility concerned.

Council will meet legal requirements for the cost-effective levying of rates including providing all required information on rate documents.

### • s193(1)(a)(ii) The principles that the local government intends to apply in the financial year for granting concessions for rates and charges

Council may grant rate remissions or deferrals on the grounds of financial hardship on a case-by case but consistent basis.

Financial hardship does not necessarily mean simple inability to pay.

Council will administer the State Government Pensioner Rate Subsidy Scheme under the scheme rules for the maximum benefit of landowners.

Council may allow concessions to certain classes of pensioner landowners for rating equity reasons. The conditions of any concessions will be outlined in the local government's revenue statement and budget resolutions.

### • s193(1)(a)(iii) The principles that the local government intends to apply in the financial year for recovering overdue rates and charges

Council will inform ratepayers with arrears of rates of the powers it may use in collecting outstanding rates including legal action, application of interest penalties, loss of discounts, release of information to mortgagees and other parties with interests in properties, sale of lands and any other potential action.

Council may offer assistance to people to access their own superannuation if applicable.

Council's recovery action will be cost effective.

Council will not enter into arrangements that limit its legal power to recover rates.

Following each rating period, Council will forward reminder letters to owners with overdue rates where appropriate or courtesy advices to ratepayers who have missed discounts.

Legal rate recovery actions or referrals to debt collectors may be authorised by the Chief Executive Officer.

Council is to receive twice each financial year recommendations for sale of lands for overdue rates actions covering all properties for which actions may legally be commenced except where the overdue rates or charges exceed the rateable valuation of the land. Where this situation applies, a recommendation to acquire the land for overdue rates may be made.

As a result of the Coronavirus pandemic, only properties with more than \$100,000 in overdue rates and charges will be included in any recommendations for sale of lands for overdue rates actions until 1 January 2021.

Where Council invokes section 130 (7) of the Local Government Regulation 2012 to set a later discount date than indicated on a rate notice and this has clearly resulted in a credit balance for a local ratepayer equal to the discount available, Council will write to the local ratepayer advising that the account is in credit.

Council is to receive a recommendation to commence sale of land for overdue rates and charges action whenever an infrastructure charge becomes overdue for a period of more than three years.

**• s193(1)(a)(iv) The principles that the local government intends to apply in the financial year for cost-recovery methods**

Council may seek to recover costs of the matters permitted under section 97 of the Local Government Act 2009.

Costs to be recovered with cost-recovery fees may include all direct and indirect costs of the providing the relevant facility, service or activity including cash and non-cash costs and including but not limited to the cost of capital, corporate overheads and depreciation.

Council will not seek to impose a taxation component for any cost-recovery fee.

Council may charge less than the full cost of providing the relevant facility, service or activity when setting any cost-recovery fee.

**• s193(1)(b) The purpose of concessions granted for rates and charges**

Various concessions may be granted for rates and charges including retaining the

concessions of a predecessor council or for any of the matters permitted by law as it is assumed that the types of concessions allowable by law are permitted for a valid purpose.

The conditions of any concessions will be outlined in the local government's revenue statement and budget resolutions.

• **s193(1)(c) The extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development**

Developers may be required to pay the full costs of any increased capacity in the physical infrastructure due to any new developments, and where appropriate, a contribution towards social infrastructure changes required to cater for the increase or changes in population caused by new developments.

**6. EFFECTIVE FROM**

This policy is effective from 13 May 2020 in respect of the 2020/2021 financial year.

**7. CONTROLS**


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

**8. DATE OF RESOLUTION**

This policy was approved by the Chief Executive Officer and adopted by the Somerset Regional Council at the Ordinary Meeting of 13 May 2020.

Signed:

Dated:

<b>Resolution</b>	Moved – Cr Brieschke	Seconded – Cr Choat
	<p>“1. THAT Council remove the Revenue Policy FY2020 from the policy register on 1 July 2020.</p> <p>2. THAT Council adopt the following Revenue Policy FY2021 -</p>	
		
	<b>Policy Subject/Title:</b>	<b>Revenue Policy FY2021</b>
	<b>Policy Number:</b>	<b>F/001</b>
	<b>Policy Subject/Title:</b>	Revenue Policy FY2021
	<b>Responsible Officer:</b>	Director Finance
	<b>Legislative or Regulatory Reference:</b>	<i>Local Government Act 2009 and Regulation</i>

<b>Related Policies / Procedures:</b>	Revenue statement
<b>Authorised by:</b>	Somerset Regional Council
<b>Authorised on:</b>	13 May 2020 [Doc ID ...]
<b>Review/Amendment dates:</b>	This policy is reviewed annually

## 1. OBJECTIVE

Council aims to fulfil a statutory requirement through adoption of this revenue policy under section 193 of the Local Government Regulation 2012.

## 2. BACKGROUND

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Council will inform ratepayers with arrears of rates of the powers it may use in collecting outstanding rates including legal action, application of interest penalties, loss of discounts, release of information to mortgagees and other parties with interests in properties, sale of lands and any other potential action.

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owners with overdue rates where appropriate or courtesy advices to ratepayers who have missed discounts.

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Council may seek to recover costs of the matters permitted under section 97 of the Local Government Act 2009.

Costs to be recovered with cost-recovery fees may include all direct and indirect costs of the providing the relevant facility, service or activity including cash and non-cash costs and including but not limited to the cost of capital, corporate overheads and depreciation.

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Council may charge less than the full cost of providing the relevant facility, service or activity when setting any cost-recovery fee.

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Various concessions may be granted for rates and charges including retaining the concessions of a predecessor council or for any of the matters permitted by law as it is assumed that the types of concessions allowable by law are permitted for a valid purpose.

The conditions of any concessions will be outlined in the local



government's revenue statement and budget resolutions.

**• s193(1)(c) The extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development**

Developers may be required to pay the full costs of any increased capacity in the physical infrastructure due to any new developments, and where appropriate, a contribution towards social infrastructure changes required to cater for the increase or changes in population caused by new developments.

**6. EFFECTIVE FROM**

This policy is effective from 13 May 2020 in respect of the 2020/2021 financial year.

**7. CONTROLS**

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

**8. DATE OF RESOLUTION**

This policy was approved by the Chief Executive Officer and adopted by the Somerset Regional Council at the Ordinary Meeting of 13 May 2020.

Signed:

Dated: "

Carried

*Vote - Unanimous*

<b>Subject:</b>	<b>Action under section 130 of the Local Government Regulation 2012</b>
<b>File Ref:</b>	<b>Rates and government valuations - rate payments – FY2020</b>
<b>Action Officer:</b>	<b>DFIN</b>

**Background/Summary**

It is recommended that Council use section 130 of the Local Government Regulation 2012 to potentially save administrative costs in respect of rate payments received between Friday 29 May 2020 and Monday 1 June 2020 inclusive. The amended due date for the current rating period is Thursday 28 May 2020.

The regulation says:

130 (7) The local government may, by resolution, change the discount period to end on a later day (the new discount day).

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

**Attachments**

Nil

**Recommendation**

THAT Council under subsections 130 (7) and (8) of the Local Government Regulation 2012, change the discount date and the due date for payment for the current rating period to 1 June 2020.

**Resolution**

Moved – Cr Brieschke

Seconded – Cr Whalley

“THAT Council under subsections 130 (7) and (8) of the Local Government Regulation 2012, change the discount date and the due date for payment for the current rating period to 1 June 2020.”

Carried*Vote - Unanimous*

<b>Subject:</b>	<b>Tender 1171 – Supply and Delivery of Quarry Materials</b>
<b>File Ref:</b>	<b>Corporate Management - Tendering</b>
<b>Action Officer:</b>	<b>SPO</b>

**Background/Summary**

Tender 1171 is a standing offer arrangement for the supply and delivery of quarry materials as and when required as per a schedule of materials that meet Council's requirements, nine submissions were received. Two non-local suppliers submitted non-conforming tenders.

This arrangement has been called for a 36-month period with prices fixed for the full term of the contract.

Tenderers were asked to submit a pricing schedule based on multiple delivery sites and multiple material types as per the materials schedule. While the majority of purchases would be made using the best-ranked (lowest cost) supplier, not all materials are suitable for all areas. An example of this would be where road base gravel is required to perform under traffic for a period of time prior to sealing, experience has shown that some materials do not perform as required in this situation and would require rework prior to sealing resulting in additional costs to Council. In these situations the lowest cost most suitable material would be selected rather than the lowest cost material.

It is recommended that this tender be awarded to multiple suppliers to give Council the most advantageous options for the purchase of quarry materials.

**Attachments**

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

**Recommendation**

1. THAT Council accept the tender offers from all suppliers named on the tender analysis for Tender 1171 as ranked for the Supply and Delivery of Quarry Materials as a Standing Offer Arrangement for materials as and when required for a period of 36-months starting 18 May 2020 with the contract to terminate on 14 May 2023; and

2. THAT when required due to specific job requirements the lowest cost most suitable material is selected rather than the lowest cost material.

<b>Resolution</b>	Moved – Cr Brieschke	Seconded – Cr Gaedtke
	<p>“1. THAT Council accept the tender offers from all suppliers named on the tender analysis for Tender 1171 as ranked for the Supply and Delivery of Quarry Materials as a Standing Offer Arrangement for materials as and when required for a period of 36-months starting 18 May 2020 with the contract to terminate on 14 May 2023; and</p> <p>2. THAT when required due to specific job requirements the lowest cost most suitable material is selected rather than the lowest cost material.”</p>	
	<p><i>Vote - Unanimous</i></p> <p style="text-align: right;"><u>Carried</u></p>	

<b>Subject:</b>	<b>Concession request - multi residential units</b>
<b>File Ref:</b>	<b>Rates - rate payments - rebates</b>
<b>Action Officer:</b>	<b>DFIN</b>

#### Background/Summary

P and G Services Pty Ltd (owner of Esk Caravan Park) and Glenn Rocks Property Pty Ltd (owner of Brisbane Valley Rail Trail Motel) have written requesting a 100% rebate of rates.

Esk Caravan Park is rated in a “multi residential units” rating category. Council’s budget defines multi residential units to mean “residential accommodation of more than 1 flat, caravan site or other similar styles of accommodation, where such accommodation is not for use by the ordinary travelling public.”

Esk Caravan Park contains permanent housing and tourist accommodation.

The tourism use of a property should not affect the rating of a multi residential units property because it is based only on the accommodation that is “not for the use of the ordinary traveling public”. Esk Caravan Park has been assessed as containing 30 to 39 multi residential units. Esk Caravan Park has not objected to the rating categorisation.

Brisbane Valley Rail Trail Motel is rated as a category 4 commercial property.

The rating position of comparable properties is summarised as follows:

<b>Property</b>	<b>Owner</b>	<b>Comment</b>
Esk Caravan Park	P and G Services Pty Ltd	Requested a 100% waiver of rates on 29 April 2020
Lowood Caravan Park		Paid 100% rates on 3 April 2020
Kilcoy Caravan Park	Aust Park Pty Ltd	Paid 100% rates on 6 April 2020
Brisbane Valley Rail Trail Motel	Glenn Rocks Property Pty Ltd	Requested a 100% waiver of rates on 29 April 2020
Esk Wivenhoe Motor Inn	Dorman Group Pty Ltd	Requested an extension of time on 31 March 2020. Council has

		now extended the due date to 28 May 2020.
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### Attachments

Letter from P and G Services Pty Ltd and Glenn Rocks Property Pty Ltd of 29 April 2020  
Aerial image of Esk Caravan Park

### Recommendation

1. THAT no rebate be provided to P and G Services Pty Ltd and Glenn Rocks Property Pty Ltd
2. THAT Council confirms that it will take into account the economic effects of the pandemic and review the rates for all multi residential unit properties in its FY2021 budget process.

### Resolution

Moved – Cr Whalley

Seconded – Cr Isidro

“THAT Council, for hardship reasons, provide a class concession for all property owners where differential general rating category 37 applies for the period 1 January 2020 to 30 June 2020 being a rebate equal to 25% of the net general rate assessed.”

Carried

*Vote – 6 for – 1 against*

### As required under Local Government Regulation 273 -

#### *Reason for change to Officer's recommendation -*

Councillors agreed, as a result of financial hardship associated with the COVID-19 pandemic, to provide a class concession for all property owners where differential general rating category 37 applies for the period 1 January 2020 to 30 June 2020 being a rebate equal to 25% of the net general rate assessed.

<b>Subject:</b>	<b>Review of insurance coverage - risk management policy</b>
<b>File Ref:</b>	<b>Risk management - insurance - property</b>
<b>Action Officer:</b>	<b>DFIN</b>

### Background/Summary

Council has been seeking a review of its property insurance coverage through Jardine Lloyd Thompson Pty Ltd trading as LGM Assets since 29 January 2020 after considering the likely potential impacts of bushfires on insurance premiums.

This scheme is promoted through the Local Government Association of Queensland (LGAQ) as a collective scheme for all local governments. Council paid a FY2020 insurance premium for property plant and equipment of \$384,741. The insured value of buildings is \$76 million.

Council moved further towards self-insurance in 2017 and 2018. Council's risk management policy documents the uninsured risks that Council considers appropriate given Council's financial position. These include removal of flood coverage and a \$100,000 insurance deductible for property claims.

LGM Assets have identified \$3.57 million in assets that they consider may be:

- Low value
- Isolated from other assets (and therefore unlikely to be damaged together with others)
- Resilient to damage

The email from LGM Assets and a list of the reviewed properties including public toilets and skate parks is attached.

It is considered that removal of the identified \$3.57 million assets from the insured assets list might reduce Council's annual insurance premiums by around \$15,000 (compared with the cost of not removing the assets). Modelling of the effects of further increases in the property insurance deductibles on premiums will also be provided by LGM Assets in coming weeks.

#### Attachments

Risk management policy

Email of 30 April 2020 from Jardine Lloyd Thompson Pty Ltd trading as LGM Assets and list of assets provide by LGM Assets totalling \$3,576,696 (document 1193757)

#### Recommendation

THAT the risk management policy be amended by adding the following text after the words "property protection insurance given Council's financial position":

*"Removal of property insurance coverage for low value, isolated and resilient to damage assets identified on 30 April 2020 by LGM Assets totalling \$3,576,696 in document 1193757 is considered appropriate given Council's financial position."*

#### Resolution

Moved – Cr Brieschke

Seconded – Cr Whalley

"THAT the risk management policy be amended by adding the following text after the words "property protection insurance given Council's financial position":

*"Removal of property insurance coverage for low value, isolated and resilient to damage assets identified on 30 April 2020 by LGM Assets totalling \$3,576,696 in document 1193757 is considered appropriate given Council's financial position."*

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Council Meeting Dates - 2020</b>
<b>File Ref:</b>	<b>Governance - council meetings - Notices of Motion</b>
<b>Action Officer:</b>	<b>CCSO</b>

#### Background/Summary

Council is requested to adopt the Schedule of Meeting dates for the period May to December 2020 set out below. Council meetings will commence at 9 am:

Wednesday 13 May	Wednesday 9 September
Wednesday 27 May	Wednesday 23 September

Wednesday 10 June (Budget)	Wednesday 14 October
Wednesday 24 June	Wednesday 28 October
Wednesday 8 July	Wednesday 11 November
Wednesday 22 July	Wednesday 25 November
Wednesday 12 August	Wednesday 9 December
Wednesday 26 August	Thursday 17 December

It is suggested due to COVID-19 restrictions meetings from 13 May through 24 June 2020 be closed to the public for health and safety reasons and audio streams be made available on Council's website.

#### Attachments

Nil

#### Recommendation

1. THAT Council adopt the meeting dates as proposed in the below schedule of meeting dates for the period May to December 2020 -

Wednesday 13 May	Wednesday 9 September
Wednesday 27 May	Wednesday 23 September
Wednesday 10 June (Budget)	Wednesday 14 October
Wednesday 24 June	Wednesday 28 October
Wednesday 8 July	Wednesday 11 November
Wednesday 22 July	Wednesday 25 November
Wednesday 12 August	Wednesday 9 December
Wednesday 26 August	Thursday 17 December

2. THAT Council close the meetings from 13 May through 24 June 2020 to the public for Health and Safety reasons and make audio streams available to the public through Council's website.

#### Resolution

Moved – Cr Gaedtke

Seconded – Cr Choat

- “1. THAT Council adopt the meeting dates as proposed in the below schedule of meeting dates for the period May to December 2020 -

Wednesday 13 May	Wednesday 9 September
Wednesday 27 May	Wednesday 23 September
Wednesday 10 June (Budget)	Wednesday 14 October
Wednesday 24 June	Wednesday 28 October
Wednesday 8 July	Wednesday 11 November
Wednesday 22 July	Wednesday 25 November
Wednesday 12 August	Wednesday 9 December
Wednesday 26 August	Thursday 17 December

2. THAT Council close the meetings from 13 May through 24 June 2020 to the public for Health and Safety reasons and make audio streams available to the public through Council's website."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Organisational Closedown - Christmas / New Year 2020</b>
<b>File Ref:</b>	<b>Governance - Reporting - Officer Reports</b>
<b>Action Officer:</b>	<b>DCORP</b>

### Background/Summary

In previous years, Council has approved the closure of its office and libraries for the Christmas – New Year period.

Staff have been required to take leave and any emergent issues were dealt with by a skeleton crew. Council has not received any adverse public comment arising from such closure.

It is proposed that the offices and libraries be closed for the 2020 Christmas – New Year period. The statutory holidays fall on Thursday, 24 December 2020 from 6 pm, Friday, 25 December 2020, Monday 28 December 2020 (Boxing Day) (*The Holidays Act 1983* provides for an extra public holiday if either Christmas Day, Boxing Day or New Year's Day should fall on a weekend) and Friday 1 January 2021.

It is proposed that offices remain closed for the working days of 29, 30 and 31 December 2020 and reopen on Monday, 4 January 2021.

Staff should be encouraged to take leave during this time, including banked RDO's / TOIL accrued for genuine operational needs.

For the outside workforce, an annual closedown is observed with a skeleton crew dealing with any emergency issues. The closedown will commence on Thursday, 17 December 2020 with staff returning to work on Monday, 18 January 2021.

Council's meeting schedule currently includes Thursday, 17 December 2020 as an Ordinary Meeting day.

### Attachments

Nil

### Recommendation

1. THAT all Somerset Regional Council offices and libraries remain closed for the 2020 - 21 Christmas – New Year period commencing Friday, 25 December 2020 and reopen on Monday, 4 January 2021 and further that all staff be encouraged to take leave during this time;
2. THAT Council note the annual closedown for the outside workforce will commence on Thursday, 17 December 2020, with staff recommencing on Monday, 18 January 2021.

### Resolution

Moved – Cr Whalley

Seconded – Cr Brieschke

- "1. THAT all Somerset Regional Council offices and libraries remain closed for the 2020-21 Christmas – New Year period commencing Friday, 25 December 2020 and reopen on Monday, 4 January 2021 and further that all staff be encouraged to take leave during this time;
2. THAT Council note the annual closedown for the outside workforce will commence on Thursday, 17 December 2020, with

staff recommencing on Monday, 18 January 2021."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Cultural Mapping – Have Your Say Questionnaire</b>
<b>File Ref:</b>	<b>Officer report</b>
<b>Action Officer:</b>	<b>(RL) Regional Librarian</b>

### Background/Summary

The Arts and Cultural Development program delivered by Somerset Regional Council aims to foster and cultivate a vibrant community that values, explores and engages with the arts, and expresses its artistic interests and needs with confidence and purpose.

Somerset Council aims to support long term community arts and cultural development involving individuals, artists, arts workers and organisations working collaboratively to create great artwork and engaging arts experiences that result in positive change.

As such, council would like to build upon the existing arts and cultural offering in Somerset via a community consultation platform- Have Your Say.

In order to better access how we can remove the barriers that prevent access to art experiences and initiatives in the region and enable communities to develop local creative capital, a questionnaire will be made available to the community for a three-month period on Council's website.

Information gathered via the survey will help to better inform council and community in:

- Providing access to high quality, inclusive arts programs created for, by and with the community that result in broader cultural, social outcomes and benefits.
- Employment in the arts, cultural and community sectors.
- Sustainable partnerships and strategic alliances.
- Professional development and exchange of knowledge, skills and experiences between artists, communities and organisations.
- Development of artistic practice through working with communities including those with diverse social and cultural backgrounds.

### Attachments

Cultural Mapping Survey

### Recommendation

THAT Council receive the *Cultural Mapping report* and that the contents be noted.

### Resolution

Moved – Cr Brieschke

Seconded – Cr Gaedtke

"THAT Council receive the *Cultural Mapping report* and that the contents be noted."

Carried

Vote - Unanimous



<b>Subject:</b>	<b>Sale of Land - Lot 26 on M5626 - 6 Church Street Moore</b>
<b>File Ref:</b>	<b>Disposal of Land Doc id 1181385,1185712</b>
<b>Action Officer:</b>	<b>CCSO</b>

### Background/Summary

A letter has been received regarding the potential sale of land located at 6 Church Street Moore

The parcel of land, Lot 26 on M5626 is approximately 0.1429 ha and is currently a vacant site. The parcel came into Councils possession on 19 March 1997 through Local Government Application as a result of unsold land from rates arrears action.

The following advice was received from the Design and Development Manager and Planning Departments:

- Property access would be preferred from Church Street Moore.
- The property is impacted by a few planning scheme overlays but none would prevent the construction of a dwelling house.

In accordance with Section 227 of the Local Government Regulation 2009, Council cannot dispose of its valuable non-current assets without first inviting written tenders for the contract, or offering the non-current asset for sale by auction.

### Attachments

Map of Lot 26 M5626

### Recommendation

THAT Council invite tenders for the disposal of Lot 26 M5626 located at 6 Church Street Moore.

#### Resolution

Moved – Cr Whalley

Seconded – Cr Wendt

"THAT Council invite tenders for the disposal of Lot 26 M5626 located at 6 Church Street Moore."

Carried

*Vote - Unanimous*

<b>Subject:</b>	<b>Youth Engagement Officer April 2020 Monthly Report</b>
<b>File Ref:</b>	<b>Community Services - Youth Development - Youth Services</b>
<b>Action Officer:</b>	<b>YEO</b>

### Background/Summary

The following report contains an overview of the key projects and activities of the youth engagement officer for the month of April 2020 -

#### Networks, partnerships and local connections

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

#### Networks and committees attended:

- Covid-19 - Local Government, IHF, LLA and PHN Engagement Group
- Kilcoy Interagency
- Talkin' it Up Steering Committee Meeting
- Toogoolawah SHS Support Meeting

#### General activities and key projects undertaken

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

##### *2020 Somerset Youth Leadership Camp*

The YEO has started to prepare the Somerset Youth Leadership Camp exhibition that will be displayed at Somerset Regional Art Gallery – The Condensery from 15 November 2020 to 10 January 2021. The YEO is using photos supplied by Somerset student leaders and will seek further input from students regarding the display.

##### *Talkin' It Up*

The steering committee for Talkin' It Up – Regional Youth Mental Health Forum have started discussing alternative options for the future of Talkin' It Up 2020. An online delivery platform has been suggested as the most appealing option and various members of the committee are now researching the capacity of schools, presenters and other stakeholders to be a part of this alternative arrangement. The committee has asked stakeholders to pencil 20 August as a 'save the date' pending the outcome of stakeholder feedback.

##### *School Support Meetings*

The YEO hosted a teleconference for the Toogoolawah SHS Support Meeting on 2 April. Due to a clash with other meetings only one service was represented at the meeting (with two trying to dial in after the meeting had closed). The current and potential future impacts of the Covid-19 pandemic on the school were discussed and support will be requested as needed by the school. Another meeting will be set up upon request by Toogoolawah SHS as soon as necessary in Term 2.

#### Grant submissions

The following successful grant application is on hold pending continued Covid-19 restrictions:

- Queensland Youth Week 2020 Grant - funding for Somerset Youth Week (\$2000)

The following grant has been withdrawn/postponed by the organiser due to Covid-19:

- 2019-20 Celebrating Multicultural Queensland Program - a Multicultural Basketball Program in Kilcoy

#### Attachments

N/A

#### Recommendation

THAT Council receive the *Youth Engagement Officer Monthly Report for April 2020*, and that the contents be noted.

#### Resolution

Moved – Cr Brieschke

Seconded – Cr Choat

"THAT Council receive the *Youth Engagement Officer Monthly Report for April 2020*, and that the contents be noted."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Youth Engagement Officer Report – Youth Leadership Camp January 2020</b>
<b>File Ref:</b>	<b>Community Services – Youth Development – Youth Services</b>
<b>Action Officer:</b>	<b>YEO</b>

### Background/Summary

The following report contains an overview of the key projects and activities of the youth engagement officer (YEO), sport and recreation officer (SRO) and events officer (EO) at the Somerset Youth Leadership Camp.

The Somerset Youth Leadership Camp was held at the Sunshine Coast Recreation Centre, Currumundi, from Monday, 20 January to Wednesday, 22 January 2020. Somerset Regional Council (SRC) provided the opportunity free of charge, inclusive of transport, activities, catering and accommodation, to 25 youth from the Somerset region.

Attending were student leaders from all Somerset region Secondary Schools including Kilcoy State High School (KSHS), Lowood State High School (LSHS) and Toogoolawah State High School (TSHS). For the first time, Somerset Regional Council invited Lockyer Valley Regional Council (LVRC) to attend the camp to share resources and ideas for both staff and students. LVRC provided the camp free of charge to 19 youth from Faith Lutheran College – Plainland, Laidley State High School and Lockyer District State High School.

The program aimed to engage the regions young people and to provide a platform in which their voices can be heard. The program also aimed to help develop Somerset youths' leadership skills.

The Youth Leadership Camp provided positive development opportunities for school leaders in the Somerset region including: -

- Increasing leadership skills and recognising the qualities of a good leader
- Promoting positive mental health
- Fostering a sense of belonging and connection
- Personal development opportunities including developing decision-making strategies
- Fostering social and behavioural competence including conflict resolution
- Providing reward/recognition of positive behaviour and school engagement (camp participation is invitation only to the region's secondary school leaders)
- Facilitating interschool peer associations (including interactions with youth from neighbouring regions) and demonstrating effective communication skills

Activities facilitated by Sunshine Coast Recreation Centre facilitators included Archery Tag, Alpine Team Rescue, Caving, High Ropes, Giant Swing, Body Boarding and Dodgeball. These activities focused on developing students both personally and as leaders. Activities facilitated by SRC and LVRC staff included sessions focusing on what is good in Somerset and what needs improving, what Council does, a project that could improve Somerset and general team building activities. SRC and LVRC staff worked together after the camp to develop a survey

for students to complete; this survey has informed staff about what students took away from the camp, what they would like to see improved in Somerset, and how to improve future camps.

Prior to camp, the YEO asked all school leaders invited to the Youth Leadership Camp to take photos of the places or objects they love about the Somerset region. The majority of students from Kilcoy, Lowood and Toogoolawah State High Schools submitted photos. From 15 November, 2020 until 10 January, 2021 a selection of these photos will be placed on display at an exhibition at Somerset Regional Art Gallery - The Condensery.

The YEO, SRO and EO will continue working with the Somerset student leaders throughout the 2020 school year. This will include seeking student input for events, providing volunteering opportunities to students and working with students on school and community projects undertaken through their leadership roles at their respective schools.

#### Attachments

- Activity descriptions and suggested improvements for future Somerset Youth Leadership Camps
- Uncollated camp survey results available as a separate document upon request (confidential)

#### Recommendation

1. THAT the Youth Leadership Camp 2020, Youth Engagement Officer's Report be received and the contents noted.
2. THAT 'Activity descriptions and suggested improvements for future Somerset Youth Leadership Camps' be considered in planning subsequent Somerset Youth Leadership Camps.

#### Resolution

Moved – Cr Whalley

Seconded – Cr Gaedtke

- "1. THAT the Youth Leadership Camp 2020, Youth Engagement Officer's Report be received and the contents noted.
2. THAT 'Activity descriptions and suggested improvements for future Somerset Youth Leadership Camps' be considered in planning subsequent Somerset Youth Leadership Camps."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Road Opening and Closure - Esk Forest Road</b>
<b>File Ref:</b>	<b>Road Openings - Changes and Classifications</b>
	<b>Doc Id 1189446, 1183656, 1183627</b>
<b>Action Officer:</b>	<b>CCSO</b>

#### Background/Summary

Correspondence has been received from Baird and Hayes Surveyors on behalf of Beryl Limberg, informing Council of the encroachment of Esk Forest Road on to her land.

Mrs Limberg is currently replacing fencing burnt out in the December 2019 bushfires, as part

of this replacement Mrs Limberg sought to ensure that the alignment of the fence was correct with the property boundary.

Baird and Hayes are seeking to open a total area of approximately 687m<sup>2</sup> (areas A, B, C) in Lot 175 CA31894 and Lot 162 CSH2218 to road and close an area of approximately 687m<sup>2</sup> (area D) in Lot 175 CA31894. Also contained within area C is a spoil heap which the landowners would like relocated.

Council could remove the spoil heap from the boundary of the property further into Mrs Limberg's property at an approximate cost to Council of \$2000.

Council's Development and Design Manager met with surveyors on site to discuss the matter and offers no objection to the proposal. The Development and Design Manager noted that the proposal will help improve site distance on the corner where there have been some issues previously.

As Baird and Hayes were already carrying out the surveying works for Mrs Limberg Council sought a quotation for them to complete survey works on Council's behalf. The quotation attached shows a costing of \$3437.50 inc GST.

Application fees to the relevant State authority would total an approximate amount of \$500

A simultaneous road closure and road opening can only occur in freehold land when the road being opened is a replacement for the road being closed because of a realignment of the road network or the road being opened and closed is in the same lot or an adjacent lot held by the same registered owner and the roads being opened and closed are for the benefit of the public.

#### Attachments

Drawing 14063/1 Mud Map 20 March 2020

Email quotation of 9 April 2020 from Baird and Hayes

#### Recommendation

1. THAT Council seek permission from the landowners of Lot 175 CA31894 and Lot 162 CSH2218 to make application for a simultaneous road closure and opening to rectify the encroachment of Esk Forest Road.
2. THAT Council accept the quotation from Baird and Hayes Surveyors to carry out the works as detailed in their quotation of 9 April 2020. and
3. THAT Council agree to move the spoil pile located in area C further into Lot 175 CA31894 at an approximate cost to Council of \$2000.

#### Resolution

Moved – Cr Isidro

Seconded – Cr Brieschke

- “1. THAT Council seek permission from the landowners of Lot 175 CA31894 and Lot 162 CSH2218 to make application for a simultaneous road closure and opening to rectify the encroachment of Esk Forest Road.
2. THAT Council accept the quotation from Baird and Hayes Surveyors to carry out the works as detailed in their quotation of 9 April 2020. and
3. THAT Council agree to move the spoil pile located in area C

further into Lot 175 CA31894 at an approximate cost to Council of \$2000."

Carried

*Vote - Unanimous*

<b>Subject:</b>	<b>Toogoolawah Community Gym Project Grant Deed</b>
<b>File Ref:</b>	<b>Governance - Reporting - Officer Reports</b>
<b>Action Officer:</b>	<b>SRO</b>

### Background/Summary

On 28 November 2019, the SRO submitted a funding Expression of Interest (EOI) to the Queensland Government Active Community Infrastructure (ACI) program (see Appendix 1.) as per the 23 October 2019 Council Resolution regarding building a new Toogoolawah Community Gym adjacent to the Toogoolawah Swimming Pool.

On 21 February 2020 Council received correspondence from Mick de Brenni MP, State Minister for Housing and Public Works, Digital Technology and Sport, that the EOI to construct a new multipurpose facility to support fitness at Toogoolawah was successful and would move to the next stage of development.

On 28 February 2020 Council received further correspondence from Aaron Broughton, Executive Director Infrastructure and Venues – Sport and Recreation, that the proposed investment for the project was \$820,000.00 (GST exclusive).

On 15 April 2020, the DCORP and SRO had a Toogoolawah Community Gym Project inception meeting with representatives from the Department of Housing and Public Works (Sport and Recreation). The main purpose of the meeting was to discuss the project scope, budget, timelines and management.

Prior to the meeting the SRO requested Graham Richardson Associates to review the project cost estimates and provide revised costings to Council (refer to Appendix 2.). The revised estimates were below Government estimates.

Council received the proposed Active Community Infrastructure Grant Deed from the Queensland Department of Housing and Public Works (Sport and Recreation) (Refer to Appendix. 3). The Grant Deed is for a total project funding of \$663,000; \$555,000 from the State Government and \$108,000 from Somerset Regional Council, with Council responsible for all cost overruns. This funding is in line with Council's EOI to the ACI program and the revised project cost estimates.

The Grant Deed outlines that a Project Control Group (PCG), will oversee the implementation of the project. The PCG includes two representatives from the Department of Housing and Public Works (Sport and Recreation), two representatives from Somerset Regional Council and the Project Manager (Mr. Graham Richardson FRAIA).

Having reviewed the Grant Deed, Council Officers have no objections to the approval of the Deed.

### Attachments

1. EOI – Active Community Infrastructure Round 1 – Toogoolawah Community Gym Project Submission
2. Correspondence – Toogoolawah Community Gym Project, Revised Estimated Cost

## 3. Grant Deed – Active Community Infrastructure, Toogoolawah Community Gym Project

**Recommendation**

THAT Council authorise the signing of the Active Community Infrastructure Grant Deed from the Queensland Department of Housing and Public Works (Sport and Recreation) for the Toogoolawah Community Gym project.

**Resolution**

Moved – Cr Isidro

Seconded – Cr Brieschke

"THAT Council authorise the signing of the Active Community Infrastructure Grant Deed from the Queensland Department of Housing and Public Works (Sport and Recreation) for the Toogoolawah Community Gym project."

Carried*Vote - Unanimous*

<b>Subject:</b>	<b>Aquatic Facilities Maintenance and Capital Works</b>
<b>File Ref:</b>	<b>Recreation and Cultural Services - Service Provision - Recreation Facilities</b>
<b>Action Officer:</b>	<b>SRO</b>

**Background/Summary**

At the 22 November 2019 Council Workshop Meeting it was resolved that the SRO would compile an Aquatic Facilities Maintenance and Capital Works report pre and post the aquatic season, September and May annually. Due to the early closures of aquatic facilities on Wednesday 1 April following the federal announcement of restrictions to combat the COVID-19 pandemic, the report has been compiled earlier.

Over the past 12 months Council has undertaken various maintenance works at Council each of the Council owned aquatic facilities; Kilcoy Aquatic Centre, Lowood Swimming Pool and Toogoolawah Swimming Pool. Council has also undertaken minor capital works at the Esk Swimming Pool, which is a Queensland Education Department owned facility. The Facilities Maintenance Coordinator has overseen these works with the assistance of the Sport and Recreation Officer.

As a result of increased (unavoidable) expenditure and increased management costs all aquatic facilities will deliver a budget deficit. The total of works completed at Council facilities over the past 12 months is approximately \$261,140.30 (including GST). The current combined maintenance budgets for Council aquatic facilities is approximately \$42,550.00.

Current pool maintenance and capital expenditure is quite limited and implemented on a reactionary basis. Current maintenance budgets do not account for the age of the facilities, especially with regards to the filtration and heating equipment.

With the exception of the Kilcoy Aquatic Centre (KAC), all Council facilities are close to 40 years of age. The Lowood Swimming Pool is believed to have been built around 1980, the Toogoolawah Swimming Pool is believed to have been built around 1970 and the Kilcoy Aquatic Centre was built in 2008.

In addition to maintaining aging facilities, Council aquatic facilities are now held to a higher health standing. In September 2019, Queensland Health released the Water Quality Guidelines for Public Aquatic Facilities. Under the previous guidelines, Council aquatic

facilities were treated as medium risk facilities. Under current guidelines Council pools are now categorised as high-risk facilities.

The Lowood and Toogoolawah Swimming Pool's chemical storage and filtration facilities were audited in November and December 2019 respectively by Workplace Health and Safety Queensland. There were multiple issues identified that have since been rectified by the Facility Maintenance Coordinator. No infringement or breach notices were issued as a result of these inspections. Workplace Health and Safety Queensland have also communicated to Council Officers of their intent to audit supervision practices at aquatic facilities in late 2020.

To ensure that Council is fully informed of the current state of aquatic facilities the SRO, in consultation with the Facility Maintenance Coordinator and Pool Lessee, have drafted a list of maintenance and capital works tasks to be undertaken at each facility (refer to appendices).

Below is a summary of the most significant works completed at each facility. For further information on works completed, in progress or to be confirmed at each site please refer to appendices 1 – 4.

Kilcoy has had approximately \$157,265.43 (including GST) of works completed over the past 12 months. Significant works are listed below.

KILCOY AQUATIC CENTRE				
INFRASTRUCTURE	DESCRIPTION	STATUS	COST	BUDGETED
25M POOL	TILE REPAIR	COMPLETED	\$ 88,075.00	NO
THERAPY POOL	TILE REPAIR	COMPLETED	\$ 20,000.00	NO
TODDLER POOL	PEBBLE CRETE REPAIR	COMPLETED	\$ 17,198.50	NO
25M POOL	HAND RAIL REPAIR	COMPLETED	\$ 3,388.00	NO
TOILETS	WALLS REPAINTED	COMPLETED	\$ 3,265.17	NO

Lowood has had approximately \$34,341.76 (including GST) of works completed over the past 12 months. Significant works are list below.

LOWOOD POOL				
INFRASTRUCTURE	DESCRIPTION	STATUS	COST	BUDGETED
PLANT ROOM	DOSING PUMP (CHLORINE CONTROLLER)	COMPLETED	\$ 9,900.24	NO
GROUND	SINK HOLE	COMPLETED	\$ 3,477.10	NO
PLANT ROOM	GAUGES	COMPLETED	\$ 3,000.00	NO
PLANT ROOM	SPRAY SCREEN AROUND CHLORINE TANK	COMPLETED	\$ 1,700.00	NO
PERIMETRE FENCE	WIND BREAK	COMPLETED	\$ 1,628.00	YES

Toogoolawah has had approximately \$66,532.06 (including GST) of works completed over the past 12 months. Significant works are list below.

TOOGOO LAH POOL				
INFRASTRUCTURE	DESCRIPTION	STATUS	COST	BUDGETED
HEATING	SOLARWISE HEAT PUMP	COMPLETED	\$ 25,845.60	NO
KIOSK/OFFICE	ROOFING REPAIRS	COMPLETED	\$ 16,271.00	NO
TOILETS	WALLS NEED REPAINTING	COMPLETED	\$ 6,752.00	NO
TOILETS	RETILING	COMPLETED	\$ 4,048.00	NO
PLANT ROOM	SPRAY SCREEN AROUND CHLORINE TANK	COMPLETED	\$ 1,700.00	NO



Esk has had approximately \$3,001.06 (including GST) of works completed over the past 12 months. Completed works were required to ensure that the facility was at a compliant standard for commercial use. Works included installing a pool fence to control pedestrian traffic into the pool and pool safety signage.

Below is a summary of priority maintenance or capital works to be confirmed at each facility. For further information on works to be confirmed at each site please refer to Appendices 1 – 4.

KILCOY AQUATIC CENTRE						
INFRASTRUCTURE	DESCRIPTION	STATUS	PRIORITY	COST	ESTIMATE / QUOTE	BUDGETED
HEATING	HEATING FOR 25M POOL	TBC	MEDIUM	\$ 86,874.00	QUOTE	NO
25M POOL	AUTOMATIC VACUUM	TBC	MEDIUM	\$ 6,000.00	QUOTE	NO
25M POOL	POOL BLANKETS & BUTLER	TBC	MEDIUM	\$ 32,000.00	ESTIMATE	NO
TOILETS	TOILET DOORS	TBC	MEDIUM	\$ 6,000.00	ESTIMATE	NO
TOILETS	FLOORS SLIPPERY IN THE TOILETS	TBC	MEDIUM	\$ 7,500.00	ESTIMATE	NO

ESK POOL						
INFRASTRUCTURE	DESCRIPTION	STATUS	PRIORITY	COST	ESTIMATE / QUOTE	BUDGETED
HEATING	HEATING FOR 25M POOL	TBC	MEDIUM	\$ 90,000.00	ESTIMATE	NO
HEATING	BLANKETS FOR POOLS	TBC	MEDIUM	\$ 10,000.00	ESTIMATE	NO
25M POOL	LADDERS	TBC	MEDIUM	\$ 2,000.00	ESTIMATE	NO
25M POOL	NEW BLOCK COVERS FOR NO DIVING	TBC	MEDIUM	\$ 1,200.00	QUOTE	NO
PLANT ROOM	CHLORINE TANK SIGHT	TBC	MEDIUM	\$ 800.00	ESTIMATE	NO

LOWOOD POOL						
INFRASTRUCTURE	DESCRIPTION	STATUS	PRIORITY	COST	ESTIMATE / QUOTE	BUDGETED
25M POOL	LEAKING WATER	IN PROGRESS	HIGH	\$ 3,016.20	QUOTE	NO
25M POOL	TILE REPAIR	IN PROGRESS	HIGH	\$ 30,000.00	ESTIMATE	NO
PLANT ROOM	FILTRATION RECIRCULATION PUMP	TBC	HIGH	\$ 100,000.00	ESTIMATE	NO
PLANT ROOM	STEEL PRESSURE FILTER	TBC	HIGH	\$ 50,000.00	ESTIMATE	NO
PLANT ROOM	ABOVE GROUND PIPE WORK	TBC	HIGH	\$ 50,000.00	ESTIMATE	NO
PLANT ROOM	IN GROUND RECIRCULATION PIPEWORK	TBC	HIGH	\$ 80,000.00	ESTIMATE	NO
PLANT ROOM	POOL FILTERS	TBC	HIGH	\$ 10,000.00	ESTIMATE	NO
PLANT ROOM	SAFETY SHOWER REPAIR	IN PROGRESS	HIGH	\$ 2,500.00	ESTIMATE	NO

TOOGLOOLAWAH POOL						
INFRASTRUCTURE	DESCRIPTION	STATUS	PRIORITY	COST	ESTIMATE / QUOTE	BUDGETED
HEATING	POOL BLANKETS	TBC	MEDIUM	\$ 32,000.00	ESTIMATE	NO
TODDLER POOL	NEEDS RETILING	TBC	MEDIUM	\$ 3,000.00	ESTIMATE	NO
PLANT ROOM	NEEDS HIGHER FENCE TO STOP ACCESS BY PUBLIC	TBC	MEDIUM	\$ 1,000.00	ESTIMATE	NO
25M POOL	STAIRS NEED SERVICING - RUSTING BOLTS	TBC	MEDIUM	\$ 800.00	ESTIMATE	NO
HEATING	HEATING FOR 25M POOL	TBC	LOW	\$ 90,000.00	ESTIMATE	NO
FIRST AID	FIRST AID ROOM	TBC	LOW	\$ 15,000.00	ESTIMATE	NO
25M POOL	NEW LANE ROPES AND REEL	TBC	LOW	\$ 6,000.00	ESTIMATE	NO

### Attachments

Appendix 1. Kilcoy Aquatic Centre - Maintenance and Capital Works  
 Appendix 2. Lowood Swimming Pool – Maintenance and Capital Works  
 Appendix 3. Toogoolawah Swimming Pool – Maintenance and Capital Works  
 Appendix 4. Esk Swimming Pool – Maintenance and Capital Works (NOT A COUNCIL ASSET)

### Recommendation

THAT Council receive the Aquatic Facilities Maintenance and Capital Works report for May 2020 and that the contents be noted.

**Resolution**

Moved – Cr Isidro

Seconded – Cr Brieschke

“THAT Council receive the Aquatic Facilities Maintenance and Capital Works report for May 2020 and that the contents be noted.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Sport and Recreation report - April 2020</b>
<b>File Ref:</b>	<b>Governance - Reporting - Officer Reports</b>
<b>Action Officer:</b>	<b>SRO</b>

**Background/Summary**

The following report contains an overview of current activities of the Sport and Recreation Officer (SRO), an update of programs and projects for the month of April 2020.

**1. Indoor sport and gymnasium operations**

Please note that the highlights are from the April sports facility reports.

*Fernvale Indoor Sports Centre*

- Memberships have been maintained at 364 during the government restrictions.
- PCYC has allowed members to place their weekly membership payment on hold during the closure.
- PCYC have launched online home fitness programs and gymnastics classes during the restrictions.
- Equipment and air-conditioning units at the centre have been serviced.

*Kilcoy Indoor Sports Centre*

- Membership numbers have been maintained at the facility, with a total of 184 members electing to place their membership payments on hold.
- Somerset Health and Fitness has transitioned well to online services and is now offering 12 free online classes per week in yoga, Pilates, fitness and kids only, as well as offering free fitness testing online.
- Somerset Health and Fitness also hosted kids Easter colouring in competitions and hunts, as well as having an Easter dress up class and dance.
- Jayne is planning re-opening events and promotions in preparation for health restrictions being lifted.
- Jayne has undertaken a range of maintenance tasks during the current closure including re-upholstering equipment, carpet cleaning and minor paint works.

*Toogoolawah Community Gym*

- Membership numbers have remained the same at 58 during the facility closure.
- Jayne has completed basic internal maintenance at the site.

**2. Swimming pool operations**

In line with standard protocols for the winter season shut down the FMC, SRO and the pool manager have taken steps to update maintenance tasks and prioritise potential capital works

for the off-season. Please refer to the Aquatic Facilities Maintenance and Capital Works report submitted to Council on 6 May 2020.

The Lowood Swimming Pool was drained following works to detect leaks in the pool. Works will now be undertaken to repair the leak/s and repair broken tiles.

The Kilcoy Aquatic Centre has had the perimeter fence repaired following an attempted break-in in late March. Police were notified of the incident by Somerset Leisure. Repairs to the pool pumps and valves have also been undertaken.

Somerset Leisure will continue to complete monthly yard maintenance and monitor the water quality in line with Council winter shut down protocols.

**3. Collaborate with local sport and recreation organisations in delivering activities and events that maximise facility use and provide access to opportunities and quality tuitions for residents, particularly young people**

*18<sup>th</sup> annual Somerset Rail Trail Fun Run or Ride*

Following the outbreak of COVID-19 and increasing restrictions planning for the 18<sup>th</sup> annual Somerset Rail Trail Fun Run or Ride was put on hold until a final decision on the event is made. At present registrations for the event have not opened and invoices have not been sent to sponsors. Neither will occur until a final decision on the event is confirmed. The SRO will submit a report to Council outlining potential contingencies in the instance that the event is unable to go ahead.

*Somerset Facilities Promotion*

The SRO has been working with the Council ITO department to expand the list of facilities advertised on the Council website to include the region's outdoor sporting complexes, showgrounds and racecourses.

*Fernvale Sports Park Equipment*

The Brisbane Valley Rattlers JAFRC have proactively purchased a range of hospitality equipment, through grant funding, for the proposed extensions to the Fernvale Sports Park amenities building. The construction of the amenities building is contingent upon the success of a funding application submitted to the national Building Better Regions Fund in late 2019. Council will be notified of the success of the application in the coming months.

The Rattlers do not have the facilities to store the equipment. The SRO has organised for Council to store the equipment at the Esk Council Depot until further notice.

**4. Build effective working relationships with local schools to assist with the development of sporting pathways for students within the region**

Nil to report.

**5. Provide current and best practice administration advice for local sport and recreation clubs**

The SRO has sent multiple email communications and verbally followed up with several identified clubs throughout April. Communications have primarily been focussed on planning for the future and re-opening of facilities once health restrictions are lifted.

**6. Provide for the sporting and recreational needs of the local communities through each indoor sport centre and swimming pool**

The SRO continues to coordinate the progression of the new Toogoolawah Community Gym project and is regularly liaising with facility managers regarding re-commencement of operations once current health restrictions are lifted.

The SRO also investigated the potential installation of automatics external defibrillators at Council owned and managed indoor sporting and aquatic facilities.

## **7. Progressively implement Parkland Strategies and Recreation Framework as resources become available**

The SRO, in collaboration with CPR Group, has finalised a draft of the Kilcoy Sport and Recreation Needs Analysis for Council's consideration.

The SRO has drafted the Somerset Region Sporting Facilities and Program Strategy document. The purpose of the document is to inform Council strategy with regards to sport and recreation facilities and programs, identifying and prioritising projects and programs to enhance sporting facilities and improve Somerset sporting club capability. A draft of the document will be presented to Council within the coming months.

The SRO also continues to liaise with the University of Queensland Business School regarding the implementation of the Brisbane Valley Rail Trail Research Project. The project will look to progress online until health restrictions and guidelines are lifted.

### **Attachments**

Nil

### **Recommendation**

THAT Council receive the Sport and Recreation Report for the month of April 2020 and that the contents be noted.

#### **Resolution**

Moved – Cr Isidro

Seconded – Cr Gaedtke

"THAT Council receive the Sport and Recreation Report for the month of April 2020 and that the contents be noted."

Carried

*Vote - Unanimous*

**Subject:** Vandalism - February to April 2020  
**File Ref:** Risk Assessment - Vandalism  
**Action Officer:** DCORP

### **Background/Summary**

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

The following incidents were reported during the period of 1 February to 30 April 2020

Date	Location	Incident
17 March 2020	Coachstop Toilets William Street Kilcoy	Toilet roll holders and door damaged

24 March 2020	Coachstop Toilets William Street Kilcoy	Soap dispensers stolen
24 March 2020	Moore Public Toilets, D'Aguiar Highway Moore	Soap dispensers stolen

The Vandalism Repair Costs until 30 April 2020 are attached. It should be noted that there were no vandalism costs reported for the month of April. There were also no Insurance Claims relating to Vandalism for this period.

#### Attachments

Table – Vandalism Repair Costs – April 2020.

#### Recommendation

THAT Council receive the Vandalism Report for the period 1 February to 30 April 2020 and the contents be noted.

#### Resolution

Moved – Cr Choat

Seconded – Cr Brieschke

"THAT Council receive the Vandalism Report for the period 1 February to 30 April 2020 and the contents be noted."

Carried

*Vote - Unanimous*

#### Adjournment of Meeting

The meeting adjourned at 10.06 am for morning tea, resuming at 10.31 am.

**Subject:** Road names - DA5613 - 303 Clarendon Road, Rifle Range  
**File Ref:** SRC Development Applications - Esk Shire Council Planning  
 Files - DA5613 - 3 (Doc ID 1183173)  
**Action Officer:** QAO

#### Background/Summary

The developer of land at 303 Clarendon Road, Rifle Range has submitted a list of names for consideration as street names associated with Development Application 5613. A public notice was recently placed in local papers listing the names being considered, with comments due by 24 April 2020. No responses were received by Council by close of business on that date.

The proposed names Poinciana Avenue, Bottlebrush Crescent, Lillypilly Place, Grevillea Way, Cassowary Place and Rosella Place fall within the fauna and flora category of Council's Place Naming Policy OP001 and are considered to be appropriate for use in this particular development.

#### Attachments

Map showing the proposed allocation of street names for DA5613

#### Recommendation

THAT Council approves the names Poinciana Avenue, Bottlebrush Crescent, Lillypilly Place, Grevillea Way, Cassowary Place and Rosella Place for the Roads 1, 2, 3, 4, 5, and 6 respectively within the development at 303 Clarendon Road, Rifle Range.

**Resolution**

Moved – Cr Whalley

Seconded – Cr Wendt

"THAT Council approves the names Poinciana Avenue, Bottlebrush Crescent, Lillypilly Place, Grevillea Way, Cassowary Place and Rosella Place for the Roads 1, 2, 3, 4, 5, and 6 respectively within the development at 303 Clarendon Road, Rifle Range."

Carried*Vote - Unanimous*

<b>Subject:</b>	<b>Provision of customer parking at Council offices</b>
<b>File Ref:</b>	<b>Roads - design and construction - roads</b>
<b>Action Officer:</b>	<b>QAO SES</b>

**Background/Summary**

There are currently no on-street parking facilities dedicated / designated for Council customers visiting our offices in Esk, Kilcoy or Lowood and identified by Council's front counter staff as a potential issue for our customers. With a view to providing a more positive experience for customers from their first point of engagement with Council, this situation has recently been reviewed.

**Existing Arrangements:***Esk –*

- Redbank Street:
  - one bay with adjacent ramp (suitable, but not designated, for disabled use),
  - one 20m long loading bay (signs x2 displaying 20-minute limit 7:30AM-5:30PM circa Jul 2007),
  - seven individually marked bays for general use (signs x2 displaying parallel parking no time limit circa Sep 2003)
- Heap Street:
  - thirteen marked bays for general use on near side, and nine for general use on far side (typically used by council staff)

*Kilcoy –*

- Kennedy Street:
  - more than 30 metres of kerb – sufficient for five vehicles – available for general use (no individually parking bays marked) – signs (x3) "1P 8:30AM-5:30PM MON\_FRI" circa July 2003
- McCauley Street:
  - one bay with adjacent ramp designated for disabled use

*Lowood –*

- Michel Street:
  - 14 metres of kerb available for general use (no defined parking bays)
- Main Street:
  - defined parking bays – more generally associated with shops in this street

**Feedback from office staff***Esk –*

It was requested that four existing parking bays be designated for use by customers by way

of time limited parking (e.g. 10-20 minutes).

*Lowood –*

No significant or specific issues have been raised regarding availability of parking facilities. Suggested off-street area previously allocated for TMR vehicle inspections be designated for disabled use. Parks out the front would be good if they were designated short term Council customer parking. It was noted that library visitors tend to visit for longer periods.

*Kilcoy –*

Onstreet parking can be problematic, especially when there is a function on at Memorial Hall or the RSL. Designated bays out the front would be good.

**Analysis:**

*Esk –*

- The existing parking bay closest to Ipswich Street could be designated for disabled use; apart from signage, no additional work is required as a suitable ramp is in place.
- Two parking bays at the south western (Heap Street) end of the loading zone could be designated for Council visitor use, with or without a posted time limit.
- If considered necessary in the future, the length of the existing loading zone could be reduced sufficiently to allow an additional car park bay at the north eastern (Ipswich Street) end – avoiding hydrants at the other end.
- Parking of private staff vehicles could be restricted to Heap Street and the far side of Redbank Street, with Council vehicles and customers using remaining (undesignated) bays on either side of Redbank Street.
- The parking area associated with the library appears to be adequate for library patrons and occasional use by Council staff and Councillors.

*Lowood –*

- This Council facility incorporates the Council library and QGAP services; there is therefore a real need for long term parking in addition to what is currently available in on-street parking.
- The off-street parking area on Council land adjacent to the building consists of seven bays for undesignated general use; these bays are currently used by up to five Council staff.
- A “No Parking” sign is affixed to the building adjacent to the entrance to this parking area, assumed to be referring to the area adjacent to the building wall.
- Two bays could be line-marked in the current parking area in Michel Street and designated for Council visitors’ use, with or without a posted time limit.

*Kilcoy –*

- As this facility also incorporates the Council library, there may be a need for long term parking at this location; however, currently available on-street parking appears to be sufficient to accommodate this need.
- Line-marking of individual bays may improve the efficient use of this parking area, with two bays designated for Council visitors’ use, with or without a posted time limit.

**Attachments**

Location maps and proposed designs

**Recommendation**

1. THAT appropriate signs and line-marking be installed for:

- a. two car parking bays designated for Council customer use at each of Council's customer service centres in Esk, Kilcoy and Lowood, and
  - b. a designated disabled use parking bay at the north-eastern end of Redbank Street.
2. THAT Council staff be discouraged from using parking bays along the street frontages of all Council offices.

**Resolution**

Moved – Cr Isidro

Seconded – Cr Brieschke

"1. THAT appropriate signs and line-marking be installed for:

- a. two car parking bays designated for Council customer use at each of Council's customer service centres in Esk, Kilcoy and Lowood, and
- b. a designated disabled use parking bay at the north-eastern end of Redbank Street.

2. THAT Council staff be discouraged from using parking bays along the street frontages of all Council offices."

Carried*Vote - Unanimous*

<b>Subject:</b>	<b>Operations Report for April 2020</b>
<b>File Ref:</b>	<b>Governance - Reporting - Officer Reports</b>
<b>Action Officer:</b>	<b>CSSA (Debbie Chandler)</b>

**Background/Summary – Technical Design Team (Michael Kinion)**

This team has continued the detailed designs for the 2019-2020 capital works program and have begun to design some of the future works projects for budget consideration. They have provided support to the construction crews on the roadworks at the construction of Short Street, Lowood, which is now complete, Hope Street and Mary Street, Kilcoy and have provided support for the construction of Bertram Shallcross Bridge.

This team has also provided technical assistance to the contractors who have been tasked with the construction of shared path and rural fencing within the region and liaised with landowners and surveyors for the agreement and planning of road openings for future works.

The Technical Design team continue to set out traffic counters within the region to maintain our current information and update our asset system with the latest information

Permit	Apr-20	Apr-19
Property Searches	53	40
Land Access Permit	65	45
Property Access Applications	7	4
National Heavy Vehicle Regulator Permits Processed	14	13



**Background/Summary – Works Department (Rob Bouchier)***Weather Conditions:*

Weather continues to cause us no lost time. Most crews took advantage of a short week after Easter and had a few days leave.

**Team Building:**

Ongoing social distancing and personal hygiene are being observed by the workforce due to COVID 19 virus.

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

This crew is continuing with works on Esk Crows Nest Road widening and overlay. The majority of which is now up to subgrade level with gravel being brought in for the subbase layer.

**Excavator crew (Dave Banditt)**

There has been one burial during April. This crew has been working on drainage customer service requests, illegal tips and helping as needed on Esk Crows Nest Road job.

**Landfill (Rob Hester)**

Waste operations are continuing as normal at Esk landfill with various illegal dump site clean ups. Green waste and cardboard have been mulched. A report will be presented to Council next month regarding the mulching of the cardboard trial at the Esk landfill.

**Thomas Varney - (Acting Foreman):****Southern Maintenance Crew (Brett Steinke Acting Ganger)**

This crew has completed maintenance on Muckerts Lane before heading up to assist with work on Esk Crows Nest Road. It has also assisted with closure of skate parks etc as required.

**Esk Concrete Crew (Ron Ratcliffe)**

This crew has now completed all works in Short Street, Lowood. This crew is now working in Esk on the footpath replacement in Ipswich Street.

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

The works on the Mary Street reconstruction project is now back in full swing with traffic diverted through the parking areas from Royston to Hope Street. The pavement has been excavated and replaced with the rock layer. Cement treated base will be placed the week beginning 5 May and EME2 asphalt layer will go in on 11 May, weather permitting.

**Kilcoy 2 Grader Crew (Peter Cobbin)**

This crew is continuing with maintenance on the Western Branch Road.

**Bob Peters – Foreman:****Bitumen Crew**

This crew has been continuing with TMR work on Brisbane Valley Highway patching between Toogoolawah and Esk. Other works include a shoulder repair on Emu Creek Road, repair failures on Mt Stanley Road, QUU repairs to pavement crossings and TMR pavement repairs on Kilcoy Murgon Road.

**HD 45 Crews**

Our HD 45 trucks continue repairing potholes over the TMR and Council networks along with sealing repairs as mentioned above.

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

This crew is continuing with work on Shallcross Bridge. The end and wing walls are complete and deck construction will continue with steel tying underway.

**Kilcoy Concrete Crew: (Acting Ganger John Floss)**

This crew is continuing with work on the Kilcoy footpath construction job in Hope Street. It is currently placing bollards on the corner of Mary and Hope Streets. Other works include aprons and headwalls on pipes on Mt Stanley Road and assisting with concrete pours on Shallcross bridge as required.

**Wayne Kohler – Senior Foreman:****Repair Crew 1: (Jim Walker)**

This crew is continuing with numerous customer service requests and line marking preparation. Contract line Markers will be on site starting 5 May. It is also continuing with signs for TMR and Council Roads and tree trimming as required in various locations across the region.

**Repair Crew 2: (Steve Nutley Ganger)**

This crew is continuing to work in conjunction with repair crew one to complete projects mentioned above.

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

The gardeners have been undertaking their normal duties

**Esk and Lowood Mowing Crew:**

The mowing crews are continuing with their normal mowing rounds

**Kilcoy Mowing Crew and Gardeners**

The Kilcoy mowing crew and gardeners are continuing with their scheduled mowing rounds and normal duties.

**SRC Slasher Operators:**

The slasher operators are continuing with their normal slashing rounds on Council and Main Roads

**Town Stewards:**

The town stewards are undertaking their normal duties

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

This month we have had the usual repairs, service and scheduled maintenance of Council fleet.

- P.597 Fuso water truck had repairs carried out on the air system under warranty.
- P.511 Fuso water truck had door repaired at Tarampa Smash repairs over the Easter break. P.502 Ausroads truck had repairs to electric/pneumatic system on spreader box gates. P.263 Bomag compactor had the failed engine OP switch replaced. Tutt Bryant the dealer had to clear fault code from the system.
- P.574 Hino bridge truck had repairs carried out to front stabiliser leg and toolbox after being damaged from hitting a bollard.
- One repair carried out on IWS trucks.

- One new Komatsu grader has arrived. Training and inductions were carried out and the grader is in operation.
- The second new UD tip truck and tipping dog trailer both with aluminum bodies and air bag suspension with load scales arrived. Both trucks are in operation.
- New tandem trailer has arrived for the Esk workshop to replace our mobile service trailer. This new trailer has been fitted out and is in operation.
- The new tandem trailer with ramps has arrived for Kilcoy Parks and Gardens crew to carry mowers and is in operation.
- The new tandem trailer and 1100 litre water tank with pump has arrived for Environmental services. This trailer fit out is almost complete and will be handed over to the crew early May.
- There has been one new lease vehicle delivered this month.
- Quarterly trailer inspections have been carried out on all Council trailers and SES trailers.
- Annual service of all SES groups floating plant items, such as chainsaws, generator etc, has been undertaken.
- Monthly check and start test on emergency gensets were carried out at Esk Office, Fernvale Futures and Kilcoy Depot.

**Welding Crew:**

- The welding crew has carried out various repairs to Council plant.
- Fabrication of the guard rail and post for Shallcross Bridge. This is a large project and will take some time to complete, hopefully finished mid-May.
- Quarterly electrical test and tag on Council's portable electrical items and half yearly test and tag on all SES electrical items has been carried out.
- Flag poles in the Region were checked for operation before ANZAC day.

**Hire Plant:**

- Council has been using hired rollers, excavators and water trucks and slashers as required.
- A&M Civil are continuing to provide stabilising services for work on Brisbane Valley Highway and Esk Crows Nest Road.
- RPQ have completed bitumen resealing and will be completing new works soon on Esk Crows Nest Road.
- Concrete and Water filled barriers for the Kilcoy project.
- Electrical Services for lighting provision on Hope Street intersection are now completed and waiting on the light poles to arrive.

**Reflect Info:**

- TMR – RMPC shows 1992 defects with 493 accomplishments.
- Local Roads has 2273 defects recorded with 1891 accomplishments.
- Somerset Bridges has 297 completed inspections, with inspections almost completed.

**Department of Transport and Main Roads (TMR) Works (Peter Hardie)**

Council is presently working on the following projects on behalf of TMR.

- Guardrail repairs and upgrades in various locations ongoing.
- Esk Kilcoy Road flail mowing and tree trimming continues.
- Stabilising works ongoing on Brisbane Valley Highway between Toogoolawah and Esk.
- D'Aguilar Highway (Mary Street) Kilcoy pavement rehabilitation – works have resumed between Hope and William Street. Ancillary works such as lighting civil works completed awaiting arrival of light poles. The design of the William Street intersection is being finalised and where possible taking into account feedback from affected stakeholders and engagement with businesses likely to occur in May.

**Works carried out by Contractors**

- Footpath works at Mt Tarampa School and Esk State School completed by A&M Civil.
- Footpath works in Prospect Street, Lowood has been started by A&M Civil.
- Design works for Neuendorff Road Bridge, Minden and Tetzlaff Lane Bridge, Mt Beppo are in progress by GHD.
- Installation of disabled ramp and relocation of dump point at Kilcoy Showgrounds has been started by Dully's Designer Homes.
- Seal works on Mt Stanley Road, Linville Road, Old Esk Road and Himsteads Road were completed by RPQ.
- Asphalt work in Short Street, Lowood was completed by Austek Asphalt Services.

**Background/Summary – Waste Management (Adam Staunton)**

Month to date figures	April	YTD
<b>Leviabale Waste to Landfill (Esk)</b>		
From Kilcoy	130.48t	1203.42t
From Coominya, Harlin and Esk	114.7t	988.63t
Kerbside Pickups – Ipswich Waste Services	545.19t	4946.32t
Other	27.22t	212.51t
Total leviabale Waste to Landfill (Esk)	817.59t	7350.88t
Levy Payable (approximate, excluding GST)	61,319.25	\$551,316.00
<b>Dockets issued (line items)</b>	<b>896</b>	<b>8,666</b>
Illegal Dumping	0.18t	10.94t

**Background/Summary – Disaster Management (Adam Staunton)**

- Submissions have been lodged for Restoration of Public Assets (REPA) as a result of the February flooding event. In field assessments by QRA and GHD will occur in May.
  - Mt Stanley region - \$641,040.22
  - Kilcoy / Monsildale region - \$502,176.85
  - Harlin / Moore region- \$401,376.45
  - Esk / Toogoolawah region - \$813,414.77
  - Totaling: \$2,358,008.29
- COVID-19 Recovery Sub-plan is in draft, with no Community spread of COVID-19, at this time, Council is looking towards Recovery as a priority
- LDMG remains on Lean Forward at the time of writing this report, looking to move to Alert, and IMT/LDCC on Stand-up (minimal numbers)
- Councillor Helen Brieschke appointed as Deputy Chair to LDMG

- Increase in reporting requirements to Local (LDMG) and District (DDMG) Disaster Management Groups as a response to COVID-19
- Qld Health began providing daily figures at the Local Government level for COVID-19, including the Somerset Regional Council area.
- Local Flood Plain Management Plans are nearing completion, including water level and rainfall triggers for identified priority areas.
- Hire Vehicles were sourced to assist in implementing social distancing in work vehicles. We have also held on to lease vehicles that were due to be returned to further assist with this.
- Discussions held with HQ Plantations regarding issues at Jimna township and the removal of trees that were destroyed during the bushfires in November 2019
- Council ensured COVID-19 was well publicised throughout April in both traditional forms and social media channels
- MOU's have been sent to Education Queensland for updating for Kilcoy State School, Esk State School, Toogoolawah State School, Lowood State High School and Fernvale State School.
- Training is being organised for Councillors and staff as part of the Qld Disaster Management Training Framework

#### **Background/Summary – Customer Service Requests (Debbie Chandler)**

Council received 304 customer service requests for the month of April 2020. A copy of the report is attached for your information.

#### **Monthly comparison table**

Month	No of CSR's Received	For Comparison Month	No of CSR's Received
Jul-19	522	Jul-18	377
Aug-19	476	Aug-18	365
Sept-19	581	Sept-18	410
Oct-19	502	Oct-18	389
Nov-19	446	Nov-18	357
Dec-19	312	Dec-18	258
Jan-2020	455	Jan-19	363
Feb-2020	612	Feb-19	390
Mar-2020	451	Mar-19	403
Apr-2020	304	Apr-19	359

There was a small decrease of 55 customer service requests overall compared to the same time last year. Below is a summary of types of requests received for April 2020.

	April 2020	April 2019
Animal Control	57	90
Dog registrations	1	1
Environmental health/declared plants and animals	43	32

Facilities maintenance	13	12
Illegal dumping	7	11
Local laws	29	32
Parks, gardens, Council land	6	15
Roads, Bridges, Drainage	85	114
Wheelie bins	49	40
Departmental reviews	2	0
Other	12	12
<b>Total</b>	<b>304</b>	<b>359</b>

#### Attachment

Customer service request report for month of April 2020.

#### Recommendation

THAT Council receive the Operations Report for April 2020 and the contents noted.

#### Resolution

Moved – Cr Gaedtke

Seconded – Cr Brieschke

“THAT Council receive the Operations Report for April 2020 and the contents noted.”

Carried

*Vote - Unanimous*

<b>Subject:</b>	<b>Road Lighting - Fulham Street, Toogoolawah</b>
<b>File Ref:</b>	<b>Roads - Design and Construction - Street Lighting</b>
<b>Action Officer:</b>	<b>CD (Gary Love)</b>

#### Background/Summary

Council officers received a service request (Doc Id 1193226) for consideration to install some streetlights at 101 Fulham Street, Toogoolawah. The owner stated, “it is the start of the 50kph zone and it is very dark”.

A previous request for streetlighting, to cover driveway, from the owner of 99 Fulham Street was presented to Council at Ordinary Meeting on 24 February 2016 with Decision (Doc Id 869345) “THAT Council does not provide a streetlight at this location”.

Council’s officer undertook a further inspection of the area to see if there were any suitable locations where a streetlight might be installed and how these locations fit within Council’s previous direction of the location of street lights.

On inspection of the area it was noted that there were some existing power poles in the vicinity that were carrying low voltage power supply. The closest of these poles (P781822) was located adjacent to the property boundary of 101 Fulham Street approximately 55m from the intersection of Fulham Street and Eskdale Road, which is approximately 75m from the start of the 50kph zone. This power pole (P781823) is located close to the property boundary and is further from the road edge than is usually the case with street lighting and would therefore not provide suitable lighting to the street.

Due to its location close to the property boundary the placement of the usual type of outreach mounted light may cause unwanted light spillage onto the neighbouring properties.

Lighting would normally be considered at intersections and mid-block where the intersection spacing is greater than 200m. There is currently no street lighting at the Fulham Street / Eskdale Road intersection. The cost to provide a new poles and lights at this intersection would be approximately \$25,000-\$35,000, which includes Energex design and construction fees.

Options available to Council include:

- Do not provide a streetlight at this location.
- That an item be place onto Council's Forward Works list to install new poles and lights at intersection of Fulham Street and Eskdale Road at an approximate cost of \$25,000 - \$35,000.

#### Attachments

Sketch – 101 Fulham Street, Toogoolawah

#### Recommendation

THAT an item be place onto Council Forward Works list to install new poles and lights at the intersection of Fulham Street and Eskdale Road at an approximate cost of \$25,000 - \$35,000.

#### Resolution

Moved – Cr Whalley

Seconded – Cr Brieschke

"THAT an item be place onto Council Forward Works list to install new poles and lights at the intersection of Fulham Street and Eskdale Road at an approximate cost of \$25,000 - \$35,000."

Carried

*Vote - Unanimous*

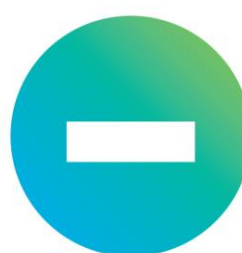
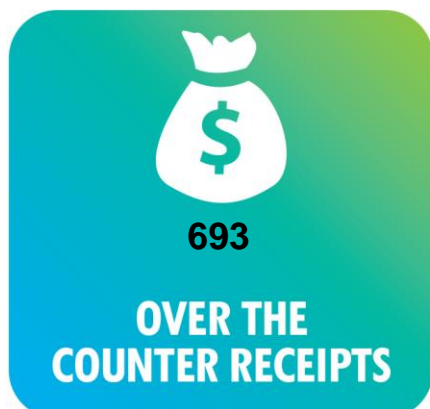
<b>Subject:</b>	<b>Customer Service Report - March 2020</b>
<b>File Ref:</b>	<b>Officers report</b>
<b>Action Officer:</b>	<b>(CSTL) Customer Service Team Leader</b>

**Background/Summary**

A summary of the customer service section activities during the month of March 2020 is provided for Council's information.

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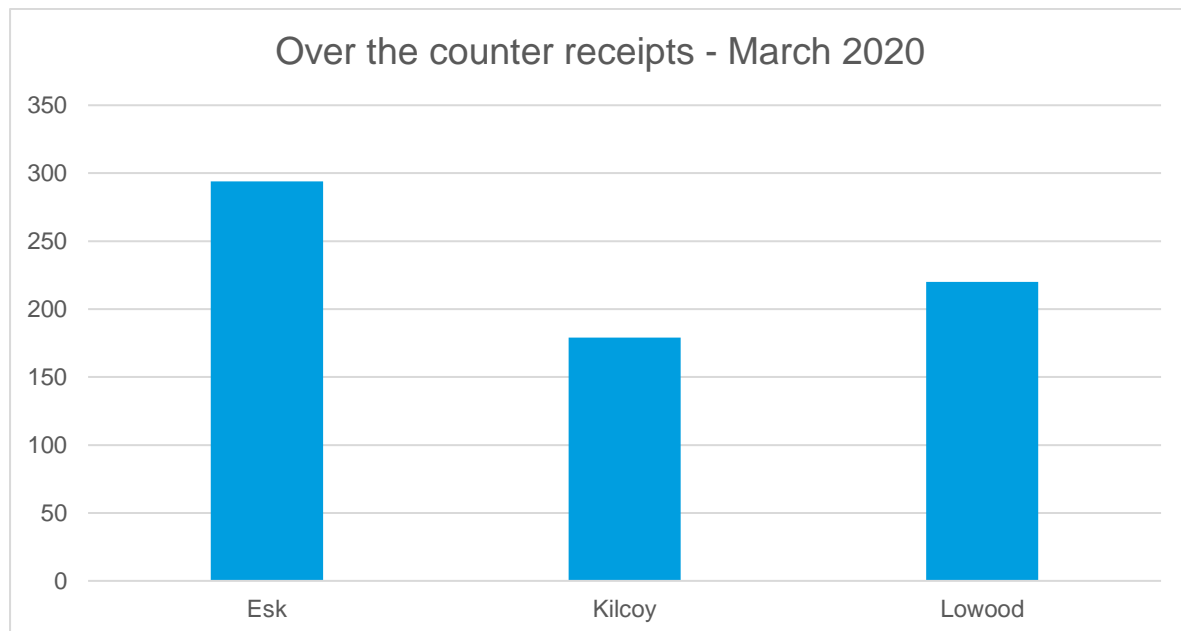
## Summary for March 2020

**4737****TOTAL  
PHONE  
CALLS****4545****PHONE CALLS  
RECEIVED DURING  
BUSINESS  
HOURS****207****PHONE CALLS  
RECEIVED  
AVERAGE  
PER DAY****25****PHONE CALLS  
RECEIVED BY  
AFTER HOURS  
CALL CENTRE****9****PHONE CALLS  
REFERRED TO  
AFTER HOURS  
DUTY OFFICER****693****OVER THE  
COUNTER RECEIPTS****493****QGAP  
TRANSACTIONS****44****PROPERTY  
SEARCHES**

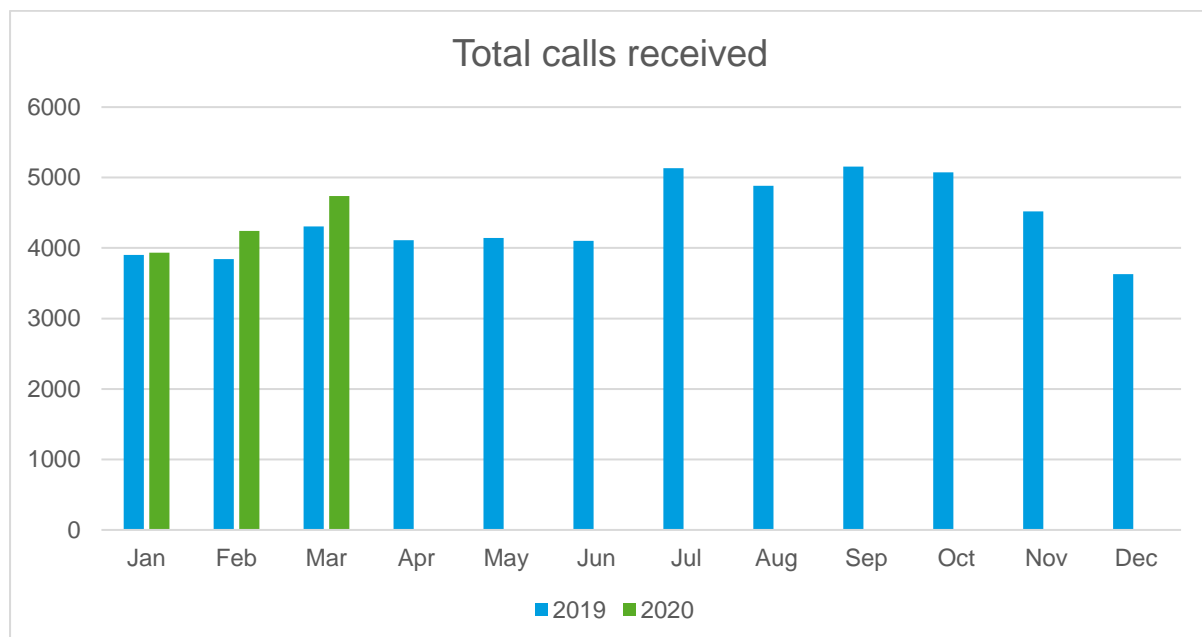
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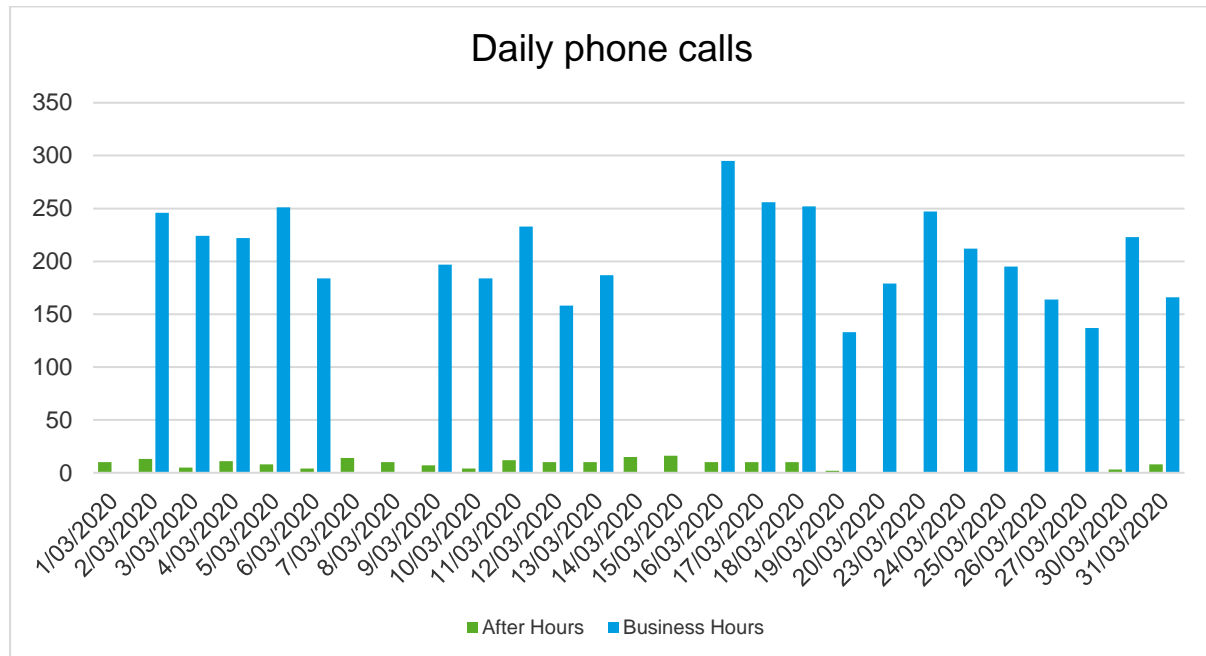
The below table shows the number of Council financial transactions that were taken over the counter at each of the customer service centres in the region for March 2020. These numbers include cheques that were posted into the council. In total there was 693 financial transaction across the three customer service centres with 294 at Esk Administration Centre, 179 at Kilcoy Customer Service Centre and 220 at Lowood Customer Service Centre for March 2020. It is also to be noted that the customer service centres closed to the public at COB Wednesday, 25 March 2020.



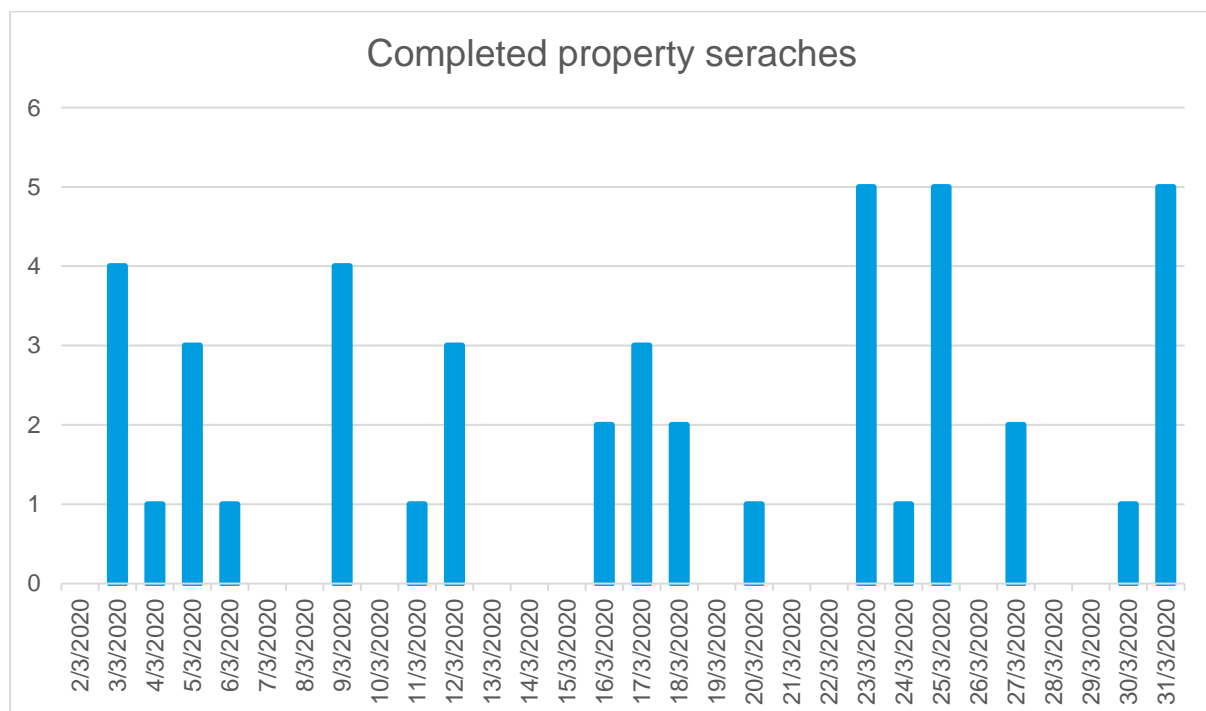
Below are the total number of calls received into the council main phone line (5424 4000) (this includes out of hours) compared to last calendar year. Calls received does not include internal calls made within council or outbound calls.



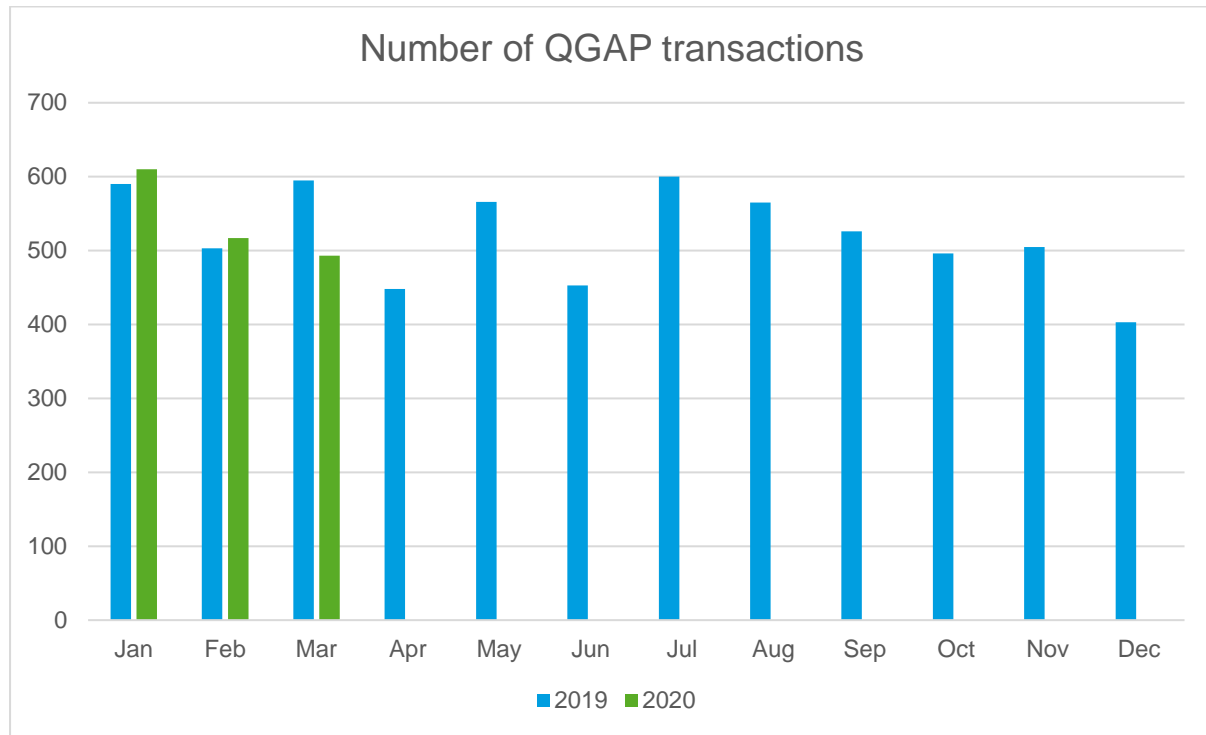
Listed below are the daily phone calls received for March 2020 to the main council line. There were 4545 calls received during business hours and 192 received after hours. Of the 192 calls received out of hours only 25 calls went to the afterhours call centre. On average there were 207 calls received each business day, which is up 19 per day from March 2019. Please note that there were four days in March where no phone calls were received.



For the month of March 2020 there were 44 property searches completed for prospective purchasers. Listed below are in the graph are the day in which the property search was completed.



There were 493 Queensland Government Agent Program (QGAP) transactions for the Lowood QGAP agency in March. This is down 102 from March 2019 (total of 595 in March 2019). March 2020 did have less business days due to the customer service centres closing due to COVID-19 on the 25 March 2020. This means there were four business days they were not open in March.



#### Attachments

Nil

#### Recommendation

THAT Council receive the *Customer Service Report for March 2020* and the contents be noted.

#### Resolution

Moved – Cr Choat

Seconded – Cr Wendt

“THAT Council receive the *Customer Service Report for March 2020* and the contents be noted.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Council of Mayors - Economic Development Working Group - Council representatives</b>
<b>File Ref:</b>	<b>Governance - Reporting - Officer Reports</b>
<b>Action Officer:</b>	<b>CEO</b>

#### Background/Summary

Council of Mayors SEQ have advised that the Council of Mayors Economic Development Working Group will continue to meet.

The next meeting was scheduled for Friday 8 May 2020 however this has been postponed until Friday, 29 May 2020 from 12 pm – 2 pm. The meeting will be held via online Teams meeting if restrictions around COVID-19 are still in place.

Previously Crs Gaedtke and Whalley were Council's representatives on this Working Group.

The Economic Development Working Group generally discusses COM projects including SEQ City Deal, Regional Waste Management and Resource Recovery, Visitor economy etc.

#### Attachments

Nil

#### Recommendation

THAT Council nominate Cr \_\_\_\_\_ and Cr \_\_\_\_\_ as Council's representatives on the Council of Mayors Economic Development Working Group.

#### Resolution

Moved – Cr Gaedtke

Seconded – Cr Isidro

"THAT Council nominate Cr Whalley and Cr Gaedtke as Council's representatives on the Council of Mayors Economic Development Working Group."

Carried

*Vote - Unanimous*

<b>Subject:</b>	<b>Tourism and Promotions Report April 2020</b>
<b>File Ref:</b>	<b>Tourism – Promotions</b>
<b>Action Officer:</b>	<b>CMM</b>

The following is the April 2020 summary of activities for Somerset visitor information centres.

#### Statistics

	Somerset	Brisbane	Other SEQ	Rest of state	Interstate	International	Total
<b>Esk VIC</b>	-	-	-	-	-	-	-
<b>Kilcoy VIC</b>	-	-	-	-	-	-	-
<b>Fernvale VIC</b>	-	-	-	-	-	-	-
<b>SRAG / TVIC</b>	-	-	-	-	-	-	-

#### Motivators

	First	Second	Third
<b>Esk</b>	-	-	-
<b>Kilcoy</b>	-	-	-
<b>Fernvale</b>	-	-	-
<b>SRAG / TVIC</b>	-	-	-

**Merchandise**

	First	Second	Third	Total value
<b>Esk</b>	-	-	-	-
<b>Kilcoy</b>	-	-	-	-
<b>Fernvale</b>	-	-	-	-
<b>SRAG / TVIC</b>	-	-	-	-

**Volunteers**

	Active	Non-active	Total	Resignations	New
<b>Esk</b>	14	0	14	0	0
<b>Kilcoy</b>	10	3	13	1	0
<b>Fernvale</b>	22	2	24	0	0
<b>SRAG / TVIC</b>	8	3	11	0	1

**Closure of Somerset visitor information centres**

Visitor information centres at Fernvale, Esk, Toogoolawah and Kilcoy have been closed since Saturday, 21 March due to COVID-19. VISOs remain in email and phone contact with tourism operators and volunteers.

**Volunteer acknowledgement and engagement**

The volunteer famil planned for Thursday, 30 April was postponed due to COVID-19.

**Room bookings**

	Number	Total value
<b>Esk VIC</b>	-	-
<b>Kilcoy VIC</b>	-	-
<b>Fernvale VIC</b>	-	-
<b>Fernvale Community Hall</b>	-	-
<b>Fernvale Showgrounds</b>	-	-

**Somerset Regional Art Gallery – The Condensery**

Two exhibitions, *From the Bush to the Sea* and *Creative Fusion*, have been postponed due to COVID-19.

**Glen Rock Art Gallery (Esk Visitor Information Centre)**

Kerry Hetherington's exhibition, *Seasons*, is being conducted online at [sasiart.com.au/](https://sasiart.com.au/).

## Events

Planning for the Somerset Rail Trail Fun Run or Ride is on hold pending further direction from the State Government regarding crowd gatherings. The development of event processes continues.

In conjunction with Somerset Libraries and supported by all local agricultural show societies, the Events Officer managed an online 'decorate your bear' competition. A total of 38 entries were received across four categories, with 5,263 votes made for the People's Choice Award, won by Savannah Thornton for her entry titled *ANZAC*.

Winners for the age categories judged by volunteers from the show societies and a Somerset Libraries representative were: Children (5 years and under) *Travelling Ted* by the Toogoolawah Kindergarten, Primary (6 to 12 years) *ANZAC* by Savannah Thornton of Woolmar, Youth (13 to 17 years) *Swaggy* by Liana Heck of Esk and Open (18+ years) *Lady Matilda Teddington* by Kate Coleman of Toogoolawah.

The focus for the coming months will continue to be on the development of event briefs for future events and COVID-19 resident engagement strategies with the Community Development Officer and Youth Engagement Officer.

## Promotions and graphic design

Creating online content for free listings with the Australian Tourism Data Warehouse (ATDW) is ongoing. 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 updated on the Experience Somerset website. Graphic design and promotional material and merchandise to support events is created by the tourism team on an ongoing basis.

## Social media

### Facebook

- Experience Somerset: 2,414 likes (+9)
- Somerset Regional Art Gallery – The Condensery: 593 (+1)
- Somerset Rail Trail Fun Run: 1,518 (-)

### Instagram

- Experience Somerset: 968 (+3)

## Experience Somerset website

- Pageviews: 2,429
- Visitors: 84% new, 16% returning
- Peak time: 121 sessions on Saturday, 2 May
- Most popular pages: Lake Wivenhoe (168), Canoe Trails (122), Coronation Hall (99)
- Device: 39% desktop, 5% tablet, 56% mobile

## Attachments

Nil

### Recommendations

THAT Council receive the Tourism and Promotions Report for the month of April 2020 and that the contents be noted.

#### Resolution

Moved – Cr Choat

Seconded – Cr Brieschke

“THAT Council receive the Tourism and Promotions Report for the month of April 2020 and that the contents be noted.”

Carried

Vote - Unanimous

### Late Reports

<b>Subject:</b>	<b>Battle Plan - Shovel Ready Projects Request</b>
<b>File Ref:</b>	<b>Liaison - Local Government Association of Queensland 2020 - 2024</b>
<b>Action Officer:</b>	<b>CEO</b>

### Background/Summary

The Local Government Association of Queensland (LGAQ) has been requested by Premier Annastacia Palaszczuk to provide a list of “shovel ready” job-creating and economic stimulus projects following the launch of the proposed \$608 million Battleplan by the LGAQ for Queensland local communities on behalf of its members.

Somerset’s priority is to deliver essential services for residents and to keep staff employed and productive while facing the COVID-19 pandemic. Councils will need to partner with State and Federal Governments to keep our local communities safe and strong. With Local Government receiving only three per cent of all government revenue, we do not have the funding capacity to implement the extensive local response that is desirable.

Council is well-positioned to understand what our community needs and the opportunities to strengthen and rebuild our local economies. This battleplan is not about Council or its workforce, it’s about our community. All the jobs this battleplan will create are local. It will mean work for tradespeople, machinery operators, apprenticeships, labourers and suppliers in Somerset and also enable us to plan for the future.

Following the launch of the battleplan, The LGAQ has received significant interest from political parties to understand how the planned economic stimulus initiatives could be delivered. The battleplan aims to support job-creating and economic activity beyond just infrastructure projects with the key initiatives being:

- 8000 jobs recovery package;
- 3000 strong green army to support beautification and environmental restoration from country to coast, protect agricultural productivity and mitigate wildfire risk;
- 77 job creating community infrastructure projects;
- Fast tracked delivery of water security infrastructure, providing safe and reliable water supply to drought affected communities;
- Accelerated upgrades to critical transport infrastructure;
- Localised mental and community health programs,

Somerset Councillors and the Executive Team have prepared a list of “shovel ready” projects, to be included in the expression of interest which will be ready for commencement as soon as the money is committed.

The completed Somerset Battleplan 2020, including the list of projects, was submitted to the Local Government Association of Queensland on 11 May 2020.

#### Attachments

Somerset Regional Council Battleplan 2020

#### Recommendation

THAT Council endorse the Somerset Battleplan 2020 submitted to the Local Government Association of Queensland on the 11 May 2020.

#### Resolution

Moved – Cr Whalley

Seconded – Cr Choat

“THAT Council endorse the Somerset Battleplan 2020 submitted to the Local Government Association of Queensland on the 11 May 2020.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Election of LGAQ Policy Executive District Representative</b>
<b>File Ref:</b>	<b>Government relations - local and regional government liaison -</b>
	<b>Local Government Association of Queensland 2020 - 2024</b>
<b>Action Officer:</b>	<b>CEO</b>

#### Background/Summary

The Local Government Association of Queensland (LGAQ) has written to Council advising that two nominations have been received for the Western Region of the South-East District Association's Policy Executive for the period 2020-2024. The Western Region of the South-East District consists of the following Councils: Ipswich, Lockyer, Scenic Rim, Somerset.

The two nominations are:

- Tanya Milligan from Lockyer Valley Regional Council
- Paul Tully from Ipswich City Council.

The Ballot Paper must be received by no later than 5 pm, Monday 25 May 2020.

Members elected to the LGAQ Policy Executive will take up their position in June 2020.

Council direction is sought.

#### Attachments

Nil

#### Recommendation

THAT the Chief Executive Officer be instructed to mark the ballot paper for the election of LGAQ Policy Executive District Representative as follows – .....



<b>Resolution</b>	Moved – Cr Whalley	Seconded – Cr Choat
<p>“THAT the Chief Executive Officer be instructed to mark the ballot paper for the election of LGAQ Policy Executive District Representative as follows – Mayor Tanya Milligan from Lockyer Valley Regional Council.”</p>		
Vote - Unanimous		<u>Carried</u>

### Closed session

<b>Subject:</b>	<b>Waiver of Rental Fees</b>
<b>Our Ref:</b>	<b>Financial Management - Fees and Charges - Waive Fees</b>
<b>Officer:</b>	<b>Doc id 1185188,1185608,1188322,1188165,1191771,1192031 DCORP</b>

In accordance with Section 275 of the *Local Government Regulation 2012* Council may close a Council meeting. Section 275 reads A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss—

- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

<b>Resolution</b>	Moved – Cr Whalley	Seconded – Cr Choat
<p>“THAT Council move into a closed session at 10.42 am to discuss a confidential matter.”</p>		
Vote - Unanimous		<u>Carried</u>

<b>Resolution</b>	Moved – Cr Whalley	Seconded - Choat
<p>“THAT Council move out of the closed session at 10.47 am and that the meeting be once again open to the public.”</p>		
Vote - Unanimous		<u>Carried</u>

<b>Resolution</b>	Moved – Cr Isidro	Seconded – Cr Brieschke
<p>“THAT Council waive the lease fees for a period of three (3) months from 1 April 2020 to 30 June 2020 as a result of COVID-19 downturn.</p>		
<p>2. THAT Council seek further information from Mr Johnson by 5 pm 22 May 2020 regarding this business, specifically Mr Johnson be required to provide Council with:</p>		
<p>(a) a statement from his accountant outlining the accountant's name and qualifications and Mr Johnson's ability to meet the</p>		

COVID-19 requirements for turnover, profit downturn and his ability to meet further lease payments going forward.

(b) a copy of the application for JobKeeper payment and the eligibility response.

(c) A list of employees who qualified for the JobKeeper payments.

3. THAT Mr Johnson be required to offer Council the right of inspection of the premises and that public liability insurance cover be kept current."

Carried

Vote - Unanimous

#### Meetings authorised by Council

Nil

#### Mayor and Councillor Reports

#### Cr Brieschke - Councillor report

##### April

- 24 Teleconference West Moreton Hospital and Health Service
- 25 ANZAC Day, 'Light Up the Dawn' service in my driveway
- 27 Meeting via Zoom
- 29 Meeting at Toogoolawah Men's Shed
- 30 Meeting regarding Key Resource Area

##### May

- 5 Healthy Waterways webinar
- 8 Teleconference West Moreton Hospital and Health Service
- 11 Council Briefing  
Department of Local Government Training  
Local Disaster Management Training

#### Cr Gaedtke - Councillor report

*Anzac Day Commemoration 2020* was remembered by many in our communities, and in a very different way to how we normally do this. Very proud and grateful communities gathered at the front of their properties with flags, candles, recordings and live connection to Anzac Day Commemoration broadcasts. Well done to those who took the time and effort to commemorate this special day. Given the positive feedback, this type of commemoration may well become a future trend.

I have received numerous complaints about the unacceptable behaviour of some motorists in specific areas of our region. It appears that more roads have become popular meeting spots for burnouts, the practice of keeping a vehicle stationary and spinning its wheels. Burnouts has the potential to become a serious form of competition and entertainment, and the practice is illegal when carried out on public property. I acknowledge the difficulty in policing this matter,

however a holistic approach may be required to deal with the current and future unsafe public road use.

The provision of online technology has kept us in touch were possible during the COVID period. Zoom held meetings has provided the platform to conduct various meetings, and I am aware that one local community group held their monthly meeting via messenger. Webinars are another successful online platform that offers interaction at different levels. I have taken part in two episodes of the Rural Aid Community Builders Series webinars that focus on community rebuilding and resilience and will cover a range of topics designed to inspire towns and prepare them for post COVID-19. Ideas will be shared, help with tourism initiatives, discuss long-term viability, what grants are available and how to access them, and more. The first two topics were focused on What Makes a Great Town? and Building Good Businesses in Small Towns. Peter Kenyon is the facilitator and possesses great experience and knowledge. Many years ago, Peter Kenyon facilitated a public town meeting in Kilcoy which resulted in community invigoration and the experience certainly provided the locals with an “up an at ‘em” attitude. I can report that Peter definitely implanted community with a caring, positive and fresh perspective about our town, and given the current challenges, these attributes are needed region wide.

#### **Cr Isidro - Councillor report**

I would like to acknowledge the efforts of the Somerset communities and how they have contributed in regards to the Covid-19 pandemic. Particularly more so in recent weeks, I would like to acknowledge the tremendous efforts from all Principals, teachers, staff, parents, grandparents, caregivers and students for their commitment to online learning. The ingenuity from teachers to engage with their students should be commended. I can personally relate to the difficulties experienced by many; however, it has been fantastic how everyone has engaged with the task at hand and supported each other for the betterment of the children of Somerset. Well Done.

#### **Mayor Lehmann – Councillor report**

Mayor Lehmann commented on the positive use of technology during this COVID-19 episode with meetings conducted remotely via various electronic devices, noting that it has been an interesting time and that it is good that we have those facilities available to us.

#### **Resolution**

Moved – Cr Whalley

Seconded – Cr Isidro

“THAT Council receive the verbal and written reports of Mayor Lehmann, Cr Brieschke, Cr Gaedtke and Cr Isidro, and that the contents be noted.”

*Carried*

*Vote - Unanimous*

#### **Receipt of Petition**

Nil

**Consideration of notified motions**

Nil

**Reception of notices of motion for next meeting**

Nil

**Items for reports for future meetings**

Nil

**Closure of Meeting*****Summary***

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