



**Minutes of Ordinary Meeting  
Held Wednesday 10 February 2021**

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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 Gaedtke

“THAT the Minutes of the Ordinary Meeting held 20 January 2021 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 Helen Brieschke - Matters of public interest**

Cr Brieschke informed the meeting that the Lions Youth of the Year events are coming up for Lowood and Esk. Cr Brieschke wished all the participants the best.

**Cr Cheryl Gaedtke - Matters of public interest**

Congratulations to all Australia Day nominees and award winners, well done, and a very happy birthday to our very own centennial Mrs Butler. Also welcome to our country to the new Australians naturalised during the Australia Day Ceremony.

The longest serving female mayor in New South Wales, Lilliane Brady has passed away at the age of 90. Mayor Brady has been remembered as a legend and a wonderful leader. Ms Brady had received a Lifetime Achievement Award and an Order of Australia medal. Ms Brady was mayor of the outback mining town of Cobar for almost 23 years, and a local councillor for almost 38 years. In 2020, Ms Brady was honoured to receive the Minister for Local Government Award for her commitment to increasing participation of women in local government. The mayor was known for not suffering fools, and once when complimented by a Minister on what she was wearing at a Local Government Conference, Ms Brady replied by saying “I’m here for finance, not romance.”

I am so sorry I never got to meet Mayor Brady, and what a wonderful motivational speaker she would have been for such events as the Women Leading in Local Government Program 2021. A true inspiration to the 90 Queensland female Councillors currently undertaking the program.

Friends of the Forest invite residents who are interested in their forest care project to meet on 3 March 2021. Numbers are restricted to COVID needs. Please contact Carolita Fuentes

0435 411 376 to confirm your attendance.

Following the success of the Stonehouse Open Day held in 2019, the historical Stonehouse Open Days will be held on 24 and 25 July this year. Further information to follow.

### **Cr Kylee Isidro - Matters of public interest**

#### *February 2021*

- 11 Meeting with resident, Moore
- 11 BV Interagency meeting, Via Zoom
- 12 Meeting Twin Bridges
- 15 RADF meeting, Esk
- 16 EDTC meeting, Esk
- 16 Esk Reserve committee meeting, Esk
- 16 Meeting Mural Project, Esk
- 17 LDMG committee meeting, Esk
- 17 TSAC meeting, Esk
- 17 Kilcoy District Progress committee meeting, Kilcoy
- 19 Tennis Steering committee meeting
- 23 QCWA morning tea, Lowood

### **Conflict of Interest**

No declarations of conflict of interest in the following agenda items were notified at this time.

<b>Subject:</b>	<b>Information Management Policy (C/015) – warranties</b>
<b>File Ref:</b>	<b>Internal audit</b>
<b>Action Officer:</b>	<b>DFIN</b>

### **Background/Summary**

Internal audit has identified that “Council does not currently have a centralised process to capture and record warranty information for assets. Unnecessary maintenance costs can be avoided if accurate and complete warranty records are maintained by Council.”

Council has responded to internal audit stating “By 28 February 2021, management will seek an amendment to Council’s Information Management Policy (C/015) to confirm that:

- warranties are a public record that is managed under that policy,
- warranties are to be captured in Council’s electronic document records management system (EDRMS) under the warranties folder, and
- warranties will be assigned as tasks for the most relevant officer to manage (eg the workshop supervisor in respect of mobile plant). Task assigning the warranty documents to the most relevant officer will help manage the risk of Council commissioning maintenance over an item that is covered by warranty.”

Council has also advised internal audit that by 28 February 2021, Council will require officers certifying the receipt of goods and services on purchase orders that “the goods/services were supplied as required including price and conditions and warranties recorded”. This is a modification of the current goods receipt certificate and is an existing part of the asset addition process for larger assets.

**Attachments**

Information management policy

**Recommendation**

THAT the Information Management Policy (C/015) be amended by adding "Warranty documents" after "inspection reports" at section 3 (a) and by adding the following text after "through the Customer Request System" at section 4 (a) (ii):

*"Warranty documents"*

Warranty documents will be captured in Council's EDRMS under a specific warranties folder and once captured, are to be assigned as tasks to the most relevant officer (eg the workshop supervisor for mobile plant warranties) to manage the risk of Council commissioning maintenance over an item that is covered by warranty"

**Resolution**

Moved – Cr Choat

Seconded – Cr Gaedtker

"THAT the Information Management Policy (C/015) be amended by adding "Warranty documents" after "inspection reports" at section 3 (a) and by adding the following text after "through the Customer Request System" at section 4 (a) (ii):

*"Warranty documents"*

Warranty documents will be captured in Council's EDRMS under a specific warranties folder and once captured, are to be assigned as tasks to the most relevant officer (eg the workshop supervisor for mobile plant warranties) to manage the risk of Council commissioning maintenance over an item that is covered by warranty"

Carried*Vote – Unanimous*

<b>Subject:</b>	<b>Conflict of Interest Policy C/037</b>
<b>File Ref:</b>	<b>Internal audit</b>
<b>Action Officer:</b>	<b>DFIN</b>

**Background/Summary**

Council's internal auditors, Crowe have recommended during January 2021 the development of a conflict of interest policy to manage potential conflicts of interest by Council employees.

While there is a body of regulations governing Councillor conflict of interest, the majority of day-to-day decisions are made by Council employees under delegated authority.

An extract of the Crowe internal audit report including sections 3.9, 3.10 and 3.11 and appendices 4 and 5 is attached.

Council has given an undertaking that a conflict of interest policy broadly consistent with appendix 4 of the internal audit report would be developed and recommended to Council for adoption by 31 March 2021.

Council officers will work with Crowe before 31 March 2021 about administrative matters such as the format of registers should the policy be adopted.

**Attachments**

Extract from Crowe internal audit report of January 2021

**Recommendation**

THAT the following Employee Conflict of Interest Policy C/037 be adopted consistent with internal audit recommendations to be effective from 31 March 2021:



<b>Policy Subject/Title:</b>	<b>Employee conflict of interest policy</b>
<b>Policy Number:</b>	<b>C/037</b>
<b>Responsible Officer:</b>	Chief Executive Officer
<b>Related Policies / Procedures:</b>	Code of Conduct
<b>Authorised by:</b>	Somerset Regional Council
<b>Authorised on:</b>	10 February 2021 effective from 31 March 2021
<b>Amendments:</b>	Nil

**1. OBJECTIVE**

To assist employees of Somerset Regional Council (Council) manage instances where their personal interests may be contrary to those of the organisation or have the capacity to conflict with the employee's duty to act in the public interest.

This Policy defines how Council will respond to breaches of the conflict of interest policy, define how to identify a conflict of interest, including how to avoid conflicts of interest; and Council's commitment to assist employees to identify and manage conflicts of interest and to foster:

- a) integrity and impartiality;
- b) promoting the public good;
- c) commitment to the system of government; and
- d) accountability and transparency.

**2. BACKGROUND**

On 9 September 2020, Council's Audit Committee confirmed an internal audit program for 2020 that included an internal audit of conflict of interest matters.

Internal auditors, Crowe performed the internal audit between 25 November 2020 and 29 November 2020 and reported findings in January 2021 including recommendations.

This policy has been adopted in response to those internal audit recommendations.

### 3. PURPOSE

Council has developed this conflict of interest policy that includes:

- Defining how to identify a conflict of interest, including how to avoid conflicts of interest;
- Recording and reporting the identified conflicts of interest;
- Managing declared conflicts of interest, including communicating the conflict of interest to key stakeholders and action taken to mitigate the risk to council of the declared conflict of interest;
- Monitoring declared conflict of interest, including ensuring the conflict of interest register is up to date; and
- How Council will respond to breaches of the conflict of interest policy.

### 4. SCOPE

This policy applies to all employees as defined below.

### 5. POLICY

#### Definitions

**Conflict of Interest** - A conflict of interest involves a **potential, perceived** or **actual** conflict between an employee's official duties and responsibilities in serving the public interest and their private interests. A conflict of interest can arise from avoiding personal losses as well as gaining a personal advantage - whether financial or otherwise. This includes advantages to relatives, friends and business associates. A conflict of interest can occur when an employee has, or is seen to have, a private interest, either pecuniary or non-pecuniary, which interferes, or may appear to interfere, with the discharge of the employee's duties.

Types of conflict of interest include:

- An actual conflict of interest exists where the actions of an employee, at the present time, could be influenced by the employee's private interests.
- A perceived conflict arises where it appears that decisions that an employee makes in the course of their employment may be influenced by the employee's private interests, whether or not this is in fact the case.
- If an employee is employed in a role where their future decision making may be influenced by their private interests, the employee has a potential conflict of interest.

**Employee** means all employees of Council, whether employed on a permanent, temporary, or part-time basis.

**Interest** means anything that can have an impact on an individual or group. It includes anything that can bring a benefit or disadvantage to an employee, or others an individual may wish to benefit or disadvantage.

Interests may be pecuniary or non-pecuniary:

**Non-pecuniary interest** - do not have a financial component but may arise from personal or

family relationships or involvement in sporting, social, community or cultural activities. They include any tendency toward favour or prejudice resulting from friendship, animosity or other personal involvement that could bias an employee's judgment or decisions.

***Pecuniary interest*** - involves an actual or potential financial gain or loss. It may result from the employee or related party owning property, holding shares or a position in a company bidding for government work, accepting gifts or hospitality, or receiving an income from a second job. Money does not have to change hands for an interest to be pecuniary.

***Personal interests*** - personal, professional (other than Council) or business interests that can benefit or disadvantage employees, or others an individual may wish to benefit or disadvantage. They also include the personal, professional and business interests of individuals or groups with whom employees associate. Private interests include a wide range of external activities including financial and economic interests, family or private businesses and interest groups and involvement in other employment.

***Public interest*** - the collective interest of the entire community, not the sum of individual interests nor the interest of a particular group.

### **Policy Statement**

Council is committed to ensuring that the conduct of all employees is beyond reproach and that appropriate processes are in place to assist employees to act impartially and in accordance with the public interest at all times. This accords with Section 6 of the Public Sector Ethics Act 1994 which establishes that the primary obligation of a government employee is to always act in the public interest.

All employees must place the public interest above their private or personal interests when carrying out their official duties. Employees achieve this by, among other things:

- Carrying out official duties in accordance with the ethical and local government legislative principles as outlined in the Somerset Regional Council Employee Code of Conduct;
- Assessing their private and personal interests as to whether they conflict, or have the potential to conflict, with their employment at Council;
- Proactively identifying and declaring any conflicts of interest;
- Avoiding, where possible, situations that may give rise to a conflict of interest;
- Managing conflicts of interest in accordance with any agreed resolution or management plan; and
- Notifying Council of any change in circumstances that may impact on a conflict of interest.

Directors, Managers and Supervisors must:

- Encourage a culture of disclosure;
- Model compliance and appropriate behaviour in relation to Council's conflict of interest policy;
- Educate employees about Council's conflict of interest policy and procedure;
- Regularly remind employees of the obligation to identify and declare any conflict of interest;
- Work together with employees to manage and resolve conflicts of interest;
- Monitor the work of employees and the risks to which they are exposed in order to develop adequate controls to minimise conflicts occurring;
- Monitor employees in adhering to agreed conditions in any agreed resolution or management plan;
- Keep conflict of interest declarations confidential with the exception of gifts received



- for which a viewable central register will be kept;
- Recording and reporting the identified conflicts of interest;
- Take appropriate action in circumstances where employees do not appear to have responded to the obligation of working in the public interest and where there are continuing unresolved conflicts of interest;
- Managing declared conflicts of interest, including communicating the conflict of interest to key stakeholders and action taken to mitigate the risk to council of the declared conflict of interest; and
- Monitoring declared conflict of interest, including ensuring the conflict of interest register is up to date.

### Handling Conflicts of Interest

In the course of their duties, officers must not give preference to any person, organisation or interest, whether pecuniary, commercial, political, religious or other, as a result of any private association with that person, organisation or interest.

Immediately on becoming aware that a conflict between private interests and official duty has, or is likely to arise, officers must disclose such details in writing to the Chief Executive Officer on the prescribed form.

Such disclosures should automatically be made by officers engaged in regulatory, inspectorial or other discretionary functions when dealing with relatives, close friends or business acquaintances.

On receipt of a disclosure, the Chief Executive Officer will determine the extent of any conflict of interest and direct the action required to resolve the conflict. Failure to comply with the Chief Executive Officer's direction may make the officer liable to disciplinary action and/or dismissal. At any time, an officer who is uncertain whether a conflict of interest exists should seek direction from the Chief Executive Officer.

The format of the conflict of interest register shall be determined by the Chief Executive Officer

## 6. DATE OF RESOLUTION

This policy was approved by the Chief Executive Office and adopted by the Somerset Regional Council at the Ordinary Meeting of 10 February 2021 with effect from 31 March 2021.

### **Resolution**

Moved – Cr Choat

Seconded – Cr Wendt

“THAT the following Employee Conflict of Interest Policy C/037 be adopted consistent with internal audit recommendations to be effective from 31 March 2021:



**Policy Subject/Title:**

**Employee Conflict of Interest Policy**

**Policy Number:**

**C/037**

**Responsible Officer:**

Chief Executive Officer

**Related Policies / Procedures:**

Code of Conduct

**Authorised by:**

Somerset Regional Council

**Authorised on:** 10 February 2021 effective from 31 March 2021  
**Amendments:** Nil

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- Avoiding, where possible, situations that may give rise to a conflict of interest;
- Managing conflicts of interest in accordance with any agreed resolution or management plan; and
- Notifying Council of any change in circumstances that may impact on a conflict of interest.

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- Monitor employees in adhering to agreed conditions in any agreed resolution or management plan;
- Keep conflict of interest declarations confidential with the exception of gifts received for which a viewable central register will be kept;
- Recording and reporting the identified conflicts of interest;
- Take appropriate action in circumstances where employees do not appear to have responded to the obligation of working in the public interest and where there are continuing unresolved conflicts of interest;
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Immediately on becoming aware that a conflict between private interests and official duty has, or is likely to arise, officers must disclose such details in writing to the Chief Executive Officer on the prescribed form.

Such disclosures should automatically be made by officers engaged in regulatory, inspectorial or other discretionary functions when dealing with relatives, close friends or business acquaintances.

On receipt of a disclosure, the Chief Executive Officer will determine the extent of any conflict of interest and direct the action required to resolve the conflict. Failure to comply with the Chief Executive Officer's direction may make the officer liable to disciplinary action and/or dismissal. At any time, an officer who is uncertain whether a conflict of interest exists should seek direction from the Chief Executive Officer.

The format of the conflict of interest register shall be determined by the Chief Executive Officer

**6. DATE OF RESOLUTION**

This policy was approved by the Chief Executive Office and adopted by the Somerset Regional Council at the Ordinary Meeting of 10 February 2021 with effect from 31 March 2021."

*Carried*

*Vote - Unanimous*

<b>Subject:</b>	<b>Tenure conversion - freehold land 31 Mary Street Esk</b>
<b>File Ref:</b>	<b>State Government Emergency Management Levy</b>
<b>Action Officer:</b>	<b>DFIN</b>

**Background/Summary**

Council freehold land L 704 E1721 along Creek Street in Esk is shown in Council's land record as significant flood hazard land (shown in yellow below) or high flood hazard land (shown in orange).

The land occupies 4,477 square metres. Council engineers agree that the land would be unlikely to be able to be sold due to the assigned flood hazard and due to a drainage path through the parcel.

It is recommended that the land be converted to road to:

- Manage risks associated with freehold land ownership such as fencing obligations
- Reduce Council operating costs
- Provide a type of tenure for the land that is consistent with its drainage use

**Attachments**

Nil

**Recommendation**

THAT Council authorise conversion of the tenure of lot 704 E1721 into road reserve and further that pursuant to section 69 of the Local Government Act 2009 and in the interests of public safety, the unnamed road formerly described as L 704 E1721 be temporarily closed for all classes of traffic until 31 December 2100 except for the following classes of traffic:

- Emergency services vehicles
- Council vehicles and plant
- Other vehicles and uses as permitted by the Chief Executive Officer in writing.

**Resolution**

Moved – Cr Brieschke

Seconded – Cr Isidro

"THAT Council authorise conversion of the tenure of lot 704 E1721 into road reserve and further that pursuant to section 69 of the *Local Government Act 2009* and in the interests of public safety, the unnamed road formerly described as L 704 E1721 be temporarily closed for all classes of traffic until 31 December 2100 except for the following classes of traffic:

- Emergency services vehicles
- Council vehicles and plant
- Other vehicles and uses as permitted by the Chief Executive

Officer in writing.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Procurement Policy F/008 – contract register</b>
<b>File Ref:</b>	<b>Internal audit</b>
<b>Action Officer:</b>	<b>DFIN</b>

### Background/Summary

Internal auditors, Crowe have made recommendations (extract attached) during January 2021 about Council's contract register and Council has responded giving the following undertakings:

“By 30 June 2021, Council will record all contract purchase commitments of greater than \$200,000 as purchase orders within PCS including relevant links to Council's electronic document records management system (EDRMS) where relevant details are not able to be recorded within the PCS ordering system.

By 30 June 2021, Council management will seek amendment of the procurement policy to support this undertaking and to confirm that the officer responsible for the relevant contract will also be responsible for ensuring that a purchase order is raised to reflect and record the contract in Council's financial system.”

PCS (also known as Practical Plus) is Council's integrated financial system.

The below recommendation will facilitate compliance with the contract disclosure requirements of Section 237 of the Local Government Regulation 2012 (attached).

### Attachments

Extract from internal audit report of January 2021  
Section 237 of the Local Government Regulation 2012

### Recommendation

THAT the following text be added to the Procurement Policy F/008 after the words “All decisions regarding tenders are to be made by Council resolution.”:

“M. RAISING OF PURCHASE ORDERS TO SUPPORT LEGAL DISCLOSURE REQUIREMENTS

Council will record all contract purchase commitments of greater than \$200,000 as purchase orders within Council's financial system including relevant references to Council's electronic document records management system (EDRMS) where details are not able to be recorded within the financial system. The officer responsible for the contract will also be responsible for ensuring that a purchase order is raised to reflect and record the contract in Council's financial system within five days of the contract being entered into.”

### Resolution

Moved – Cr Wendt

Seconded – Cr Brieschke

“THAT the following text be added to the Procurement Policy F/008 after the words “All decisions regarding tenders are to be made by Council resolution.”:

“M. RAISING OF PURCHASE ORDERS TO SUPPORT LEGAL

## DISCLOSURE REQUIREMENTS

Council will record all contract purchase commitments of greater than \$200,000 as purchase orders within Council's financial system including relevant references to Council's electronic document records management system (EDRMS) where details are not able to be recorded within the financial system. The officer responsible for the contract will also be responsible for ensuring that a purchase order is raised to reflect and record the contract in Council's financial system within five days of the contract being entered into."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Expression of interest to purchase L4 RP42558 Glen Esk Road North</b>
<b>File Ref:</b>	<b>State Government Emergency Management Levy</b>
<b>Action Officer:</b>	<b>DFIN</b>

**Background/Summary**

Council owns freehold land L 4 RP42558 which runs for 527 metres along Glen Esk Road North near Lake Wivenhoe in a broad arrow shape as shown below. Council engineers have noted from aerial imagery that there also appears to be an overland flow path running through the property. Glen Esk Road North is a gravel road in this location.

While L 4 RP42558 occupies 1.874 hectares in a rural area, it is considered that the unusual shape of the land and drainage flow path may make it difficult for any person to develop or manage the property other than the adjoining owners.

For example, for fencing purposes the boundary of L 4 RP42558 is 1.28 km long. 1.874 hectares in a more logical configuration (eg a square) might be expected to have a boundary length of less than half this (548 metres).

Council has been progressively reducing its freehold land holdings to manage costs and risk. Consistent with this approach, Council officers approached the owners of the adjoining farming property lot 8 RP145124 to seek their views on the future of L 4 RP42558. The adjoining owners were advised that *"Owners of rural adjoining freehold lots are able to apply to realign the boundaries between their freehold parcels to create new surveyed lots that are more viable in size and/or configuration."*

The adjoining owners have written to Council on 2 February 2021 *"to express interest in the freehold 1.874 hectare Lot 4 RP42588 located on Glen Esk Road North" for the "indicative figure on Lot 4 RP42558 (of) \$6500."*

It is considered that Council would be able to dispose of L 4 RP42588 to the adjoining owners without calling tenders under s236 (c) of the Local Government Regulation 2012 (copy attached) and it is recommended that Council dispose of the land to:

- Manage risks associated with freehold land ownership such as fencing obligations
- Reduce Council operating costs and increase Council's rate base
- Promote sustainable rural development

It is noted that the official State land valuation per hectare of the adjoining lot 8 RP145124 and its conjointly valued properties is \$1,197.

**Attachments**

Section 236 (c) of the Local Government Regulation 2012

**Recommendation**

THAT Council authorise the Chief Executive Officer to dispose of L4 RP42588 to the owners of lot 8 RP145124 (being the adjoining owners of L4 RP42588) without calling tenders for a price that is consistent with the amount indicated in document 1264086 because it is considered that:

- L 4 RP42588 is not suitable to be disposed of by tender because of its size, shape and drainage characteristics
- The only adjoining owner other than the owner of lot 8 RP145124 is Seqwater and Seqwater are not known to have indicated any intention or desire to acquire L 4 RP42588
- It is in the public interest to dispose of L 4 RP42588 without a tender or auction because disposal to the adjoining private owner will provide an opportunity for the impracticably shaped land to be developed effectively and sustainably and because the disposal will reduce Council's costs and risk and increase Council's rate base
- The disposal to the adjoining farm owner is in accordance with sound contracting principles including the development of competitive local farming business and industry

**Resolution**

Moved – Cr Whalley

Seconded – Cr Brieschke

“THAT Council authorise the Chief Executive Officer to dispose of L 4 RP42588 to the owners of lot 8 RP145124 (being the adjoining owners of L 4 RP42588) without calling tenders for a price that is consistent with the amount indicated in document 1264086 because it is considered that:

- L 4 RP42588 is not suitable to be disposed of by tender because of its size, shape and drainage characteristics
- The only adjoining owner other than the owner of lot 8 RP145124 is Seqwater and Seqwater are not known to have indicated any intention or desire to acquire L 4 RP42588
- It is in the public interest to dispose of L 4 RP42588 without a tender or auction because disposal to the adjoining private owner will provide an opportunity for the impracticably shaped land to be developed effectively and sustainably and because the disposal will reduce Council's costs and risk and increase Council's rate base
- The disposal to the adjoining farm owner is in accordance with sound contracting principles including the development of competitive local farming business and industry.”

Carried

Vote - Unanimous

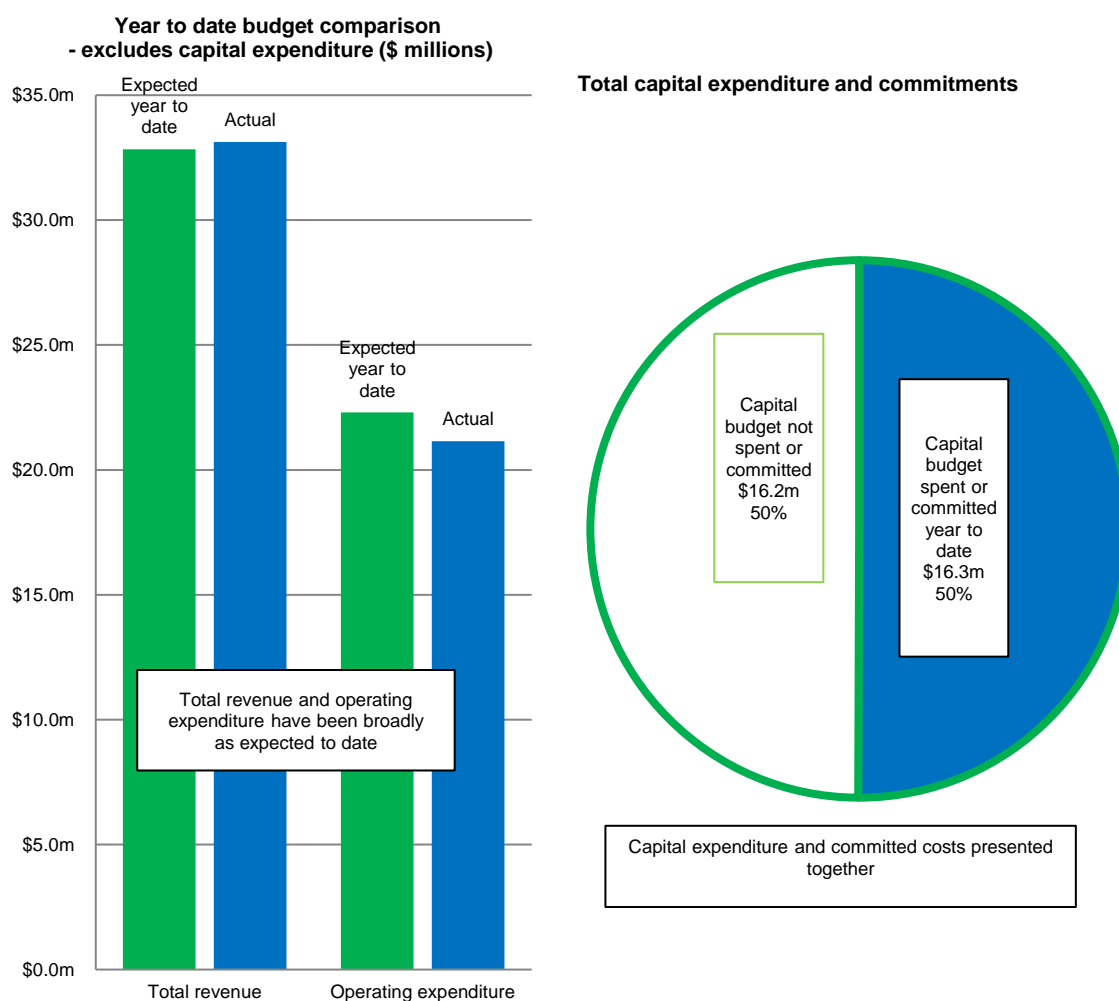


<b>Subject:</b>	<b>Financial reports - 1 July 2020 to 1 February 2021</b>
<b>File Ref:</b>	<b>Monthly financial statements</b>
<b>Action Officer:</b>	<b>DFIN</b>

## Background/Summary

### Financial reports

Month end financial reports for the period 1 July 2020 to 1 February 2021 are attached detailing the progress that has been made in relation to Council's FY2021 budget as required by section 204 of the Local Government Regulation 2012. Financial results are broadly summarised as follows:



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

### Grants

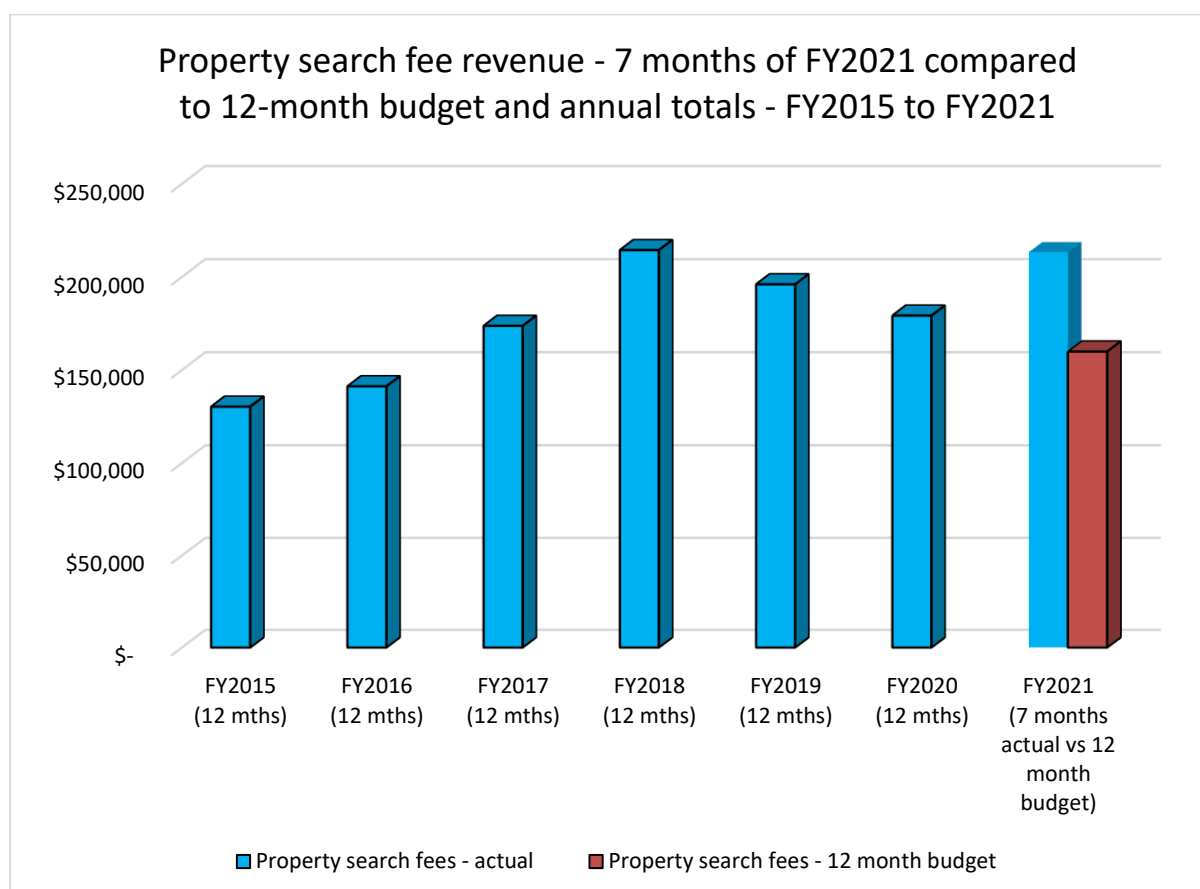
- On 28 January 2021, the Queensland Reconstruction Authority (QRA) advised that three of Council's applications under the joint Australian Government/ Queensland Government bushfire local economic recovery (LER) program were approved. These are as follows:

<i>Project</i>	<i>LER grant</i>	<i>Council contribution required</i>	<i>Total project cost</i>
Upgrade amenities and water supply in Moore	\$403,452	\$44,828	\$448,280
Brisbane Valley Rail Trail trailhead access – Fernvale, Esk and Toogoolawah	\$478,800	\$53,200	\$532,000
Brisbane Valley Rail Trail – Toogoolawah and Esk CBD shared paths and solar lighting	\$1,502,960.80	\$375,740.20	\$1,878,701
<b>Total</b>	<b>\$2,385,212.80</b>	<b>\$473,768.20</b>	<b>\$2,858,981</b>

- An SES Support Grant application for funding solar panels on Esk SES headquarters was lodged on 18 November 2020. Advice is expected in March 2021 about this application.
- Council officers have been preparing Building Better Regions Fund applications for further upgrades to Lowood Minden Road and Esk Crows Nest Road

### Highlighted transactions for the year to date

Council's property search fee revenue partly reflects property sale activity. The chart below shows that after seven months of 2020/2021, Somerset Regional Council property search revenue equals or exceeds that of any of the past six full financial years (that is, the 12-month totals for each of those years).

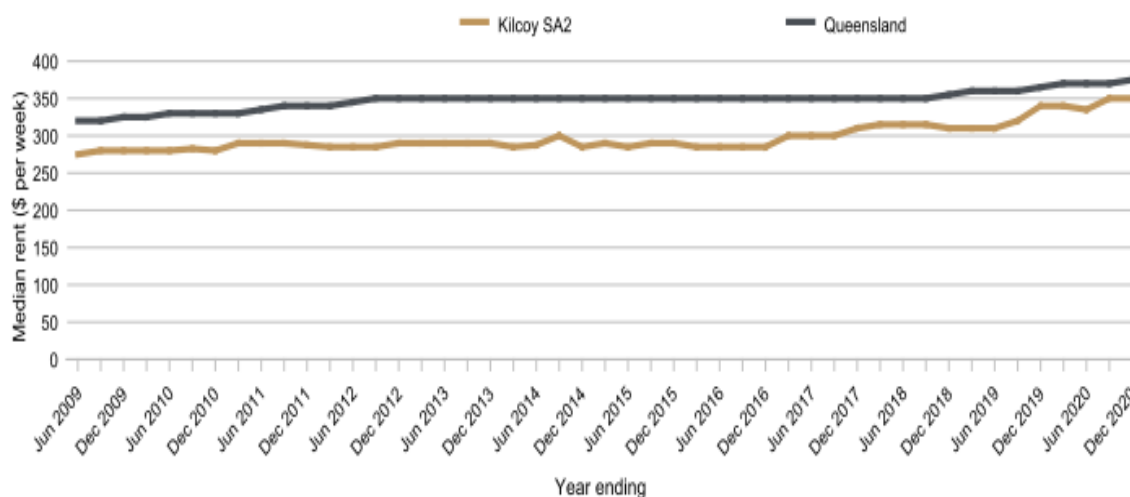


The level of interest in Somerset property is supported by other statistics including median three-bedroom house rentals. The chart below was supplied by the Queensland Government

Statistician's Office based on Residential Tenancies Authority data.

The median house rental for the Kilcoy SA2 statistical area has increased by around 16% in 18 months to \$350 per week. For Somerset overall, median house rental has also increased (\$320 per week in December 2020).

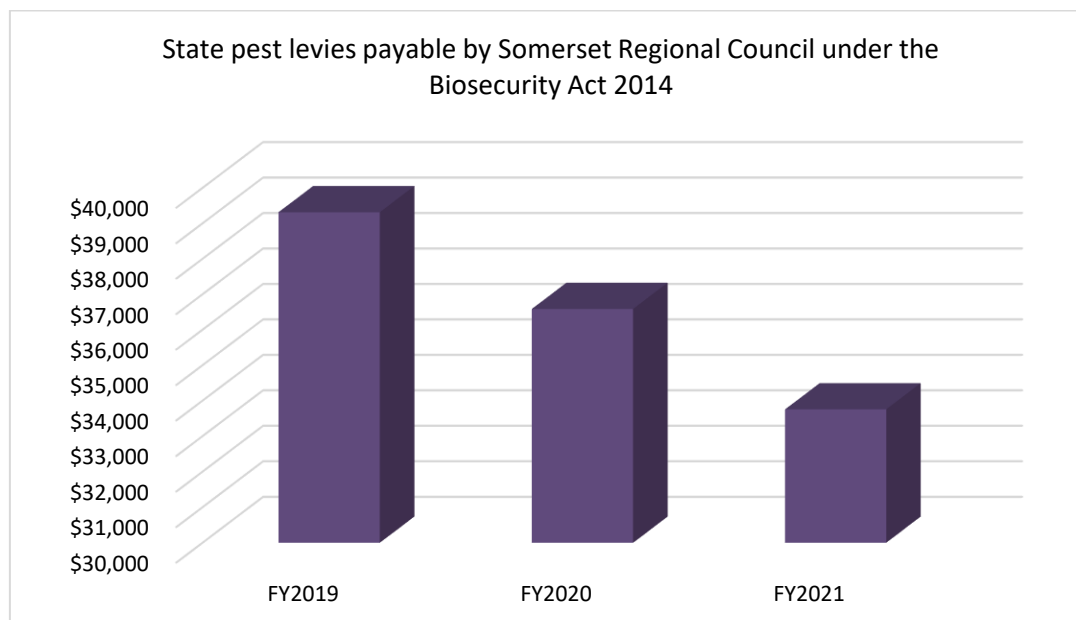
**Figure 9 Median rent of three bedroom house, Kilcoy SA2 and Queensland**



Refer to explanatory notes for additional information.

Source: Residential Tenancies Authority, Rental Bonds data (Queensland Government Statistician's Office derived)

Council pays the Department of Agriculture an annual pest levy. The Local Government Association of Queensland (LGAQ) was involved in negotiations to review the methodology of how the levy is calculated. This has benefitted Somerset as below (including January 2021 payment):



### Investments

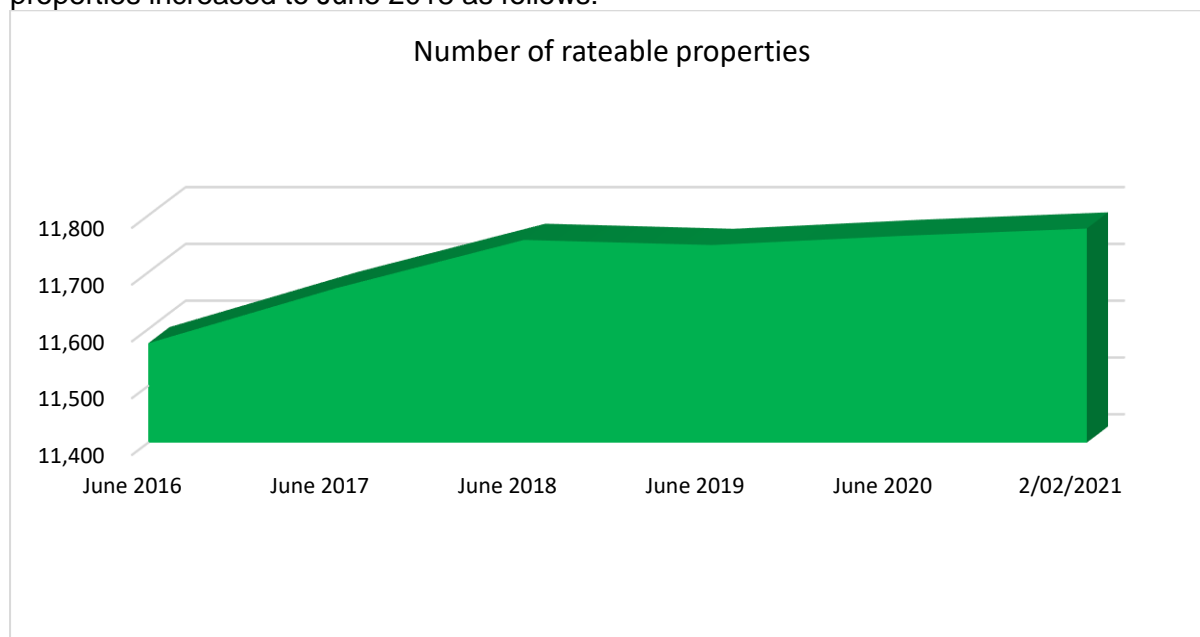
Council relies on interest revenue. Interest rates have been rapidly declining with the official RBA rate now at 0.1%.

Consistent with Council's investment policy, Council approved a second credit facility with Urban Utilities (UU) for \$30M. This facility is earning an interest rate of 1.26% per annum which was assessed by Queensland Treasury Corporation on 25 November 2020.

An investment summary is attached detailing interest earnings from other sources such as Queensland Treasury Corporation (QTC). Nett QTC cash fund interest rates have varied widely including 0.52% for January 2021 and 0.89% in December 2020.

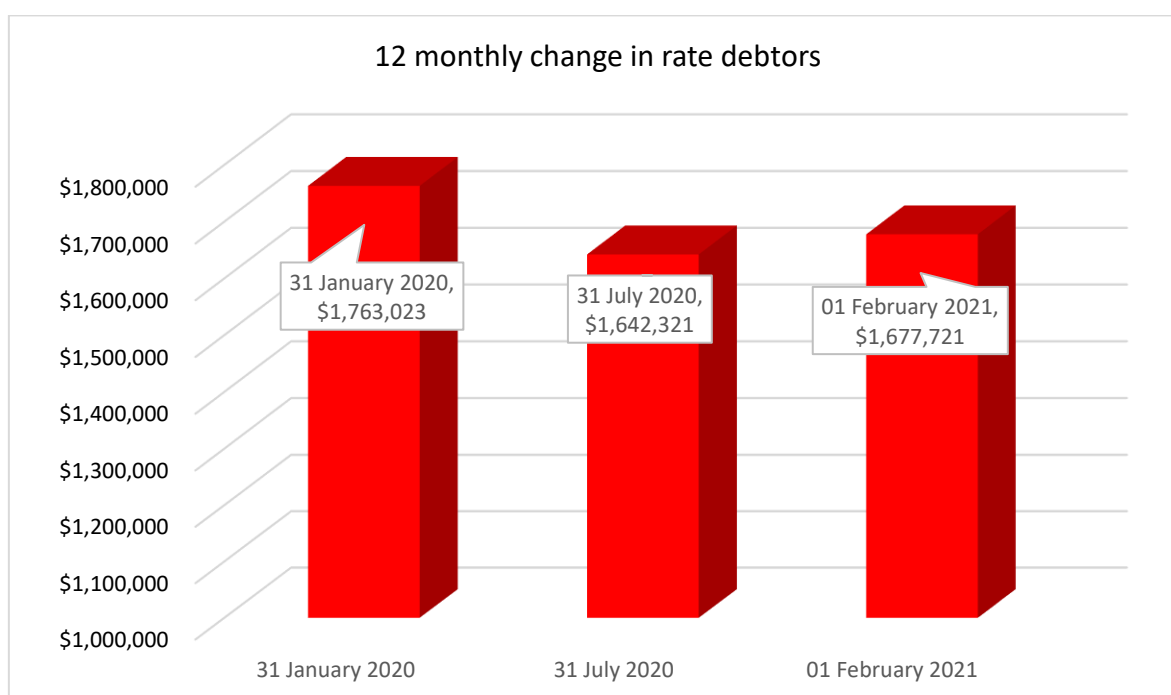
### Growth

Rateable property data provides an indication of regional growth. The total number of rateable properties increased to June 2018 as follows:



### Rates

Rates are issued in six monthly cycles. Total rate debtors at comparable dates over the past year were as follows:



There are no recovery actions currently underway.

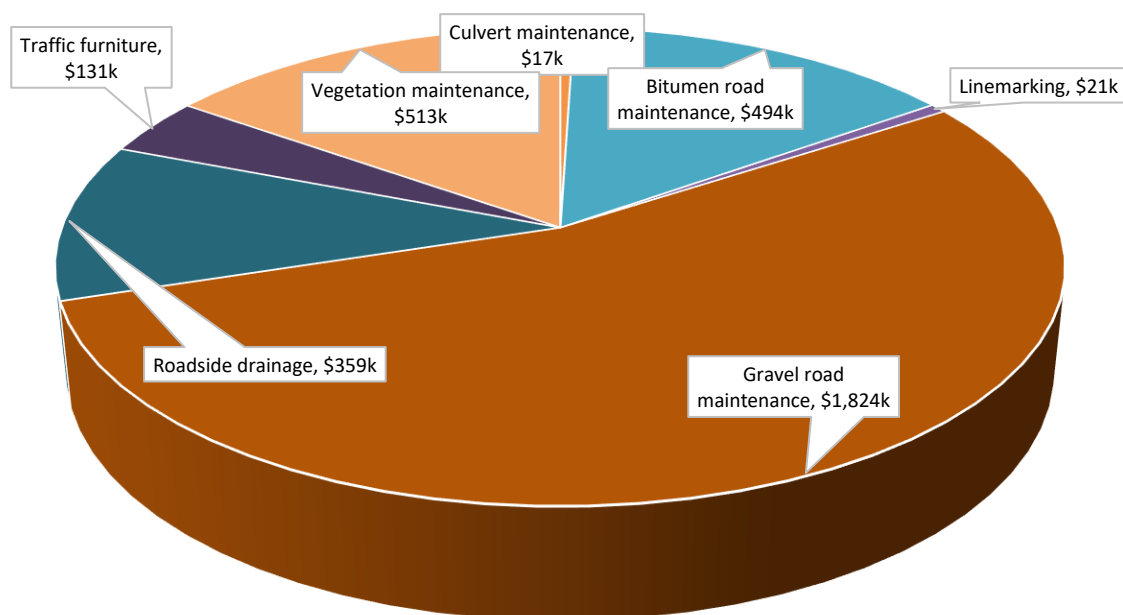
Council's revenue policy provides for the re-commencement of sale of land for overdue rate actions after 1 January 2021. It is envisaged that a recommendation will be brought to Council consistent with the revenue policy on 24 February 2021.

### Ordinary road maintenance detail

Councillors have previously requested additional information about ordinary road maintenance:

<i>Maintenance type</i>	<i>Rural (\$000's)</i>	<i>Urban (\$000's)</i>	<i>Total (\$000's)</i>
Bitumen road maintenance	386	108	494
Gravel road maintenance	1,806	18	1,824
Roadside drainage	261	98	359
Culvert maintenance	13	4	17
Vegetation maintenance	330	183	513
Traffic furniture	114	17	131
Linemarking	6	15	21
Total actual year to date	2,916	443	3,359
Expected pro-rata budget year to date	2,648	444	3,092

### Ordinary road / street maintenance element cost (\$000's)



As previously requested, Council's 30 most costly road segments for ordinary maintenance were as below. Costs per linear metre have been added for context.

<b>Road segment</b>	<b>Cost (\$000's)</b>	<b>Cost per metre (\$)</b>
Mt Stanley Rd (bitumen) Ch0-Ch7420	87	12
Esk Crows Nest (gravel) Ch26120-Ch34090	79	10
Monsildale Rd (gravel) Ch1630-Ch10200	75	9

Banks Creek Rd (gravel) Ch4670-Ch12870	51	6
Eastern Branch (gravel) Ch11720-Ch16480	49	10
Glamorgan Vale Rd (bitumen) Ch0-Ch6520	46	7
Armstrongs La (gravel) Ch850-Ch3090	43	19
Maronghi CkDM61ScourCh2720-2720	41	
Muckerts La (gravel) Ch1370-Ch2780	38	27
Tooloorum Rd (gravel) Ch0-Ch4430	38	8
Monsildale Rd (gravel) Ch29340-Ch33440	37	9
Kimbala Rd (gravel) Ch0-Ch5680	35	6
Eastern Branch (gravel) Ch6010-Ch11570	35	6
Eastern Branch Rd (gravel) Ch880-Ch5930	35	7
Monsildale Creek (gravel) Ch1540-Ch4500	35	12
Morden Rd (gravel) Ch1880-Ch6470	34	7
Sim Jue Creek Rd (gravel) Ch520-Ch4840	32	8
Monsildale Rd (gravel) Ch12000-Ch19100	29	4
Schmidt Rd (bitumen) Ch0-Ch1100	27	25
England Creek Rd (gravel) Ch2960-Ch6190	26	8
Cressbrook Caboonbah (gravel) Ch3900-Ch6630	25	9
Leschkes Rd (gravel) Ch230-Ch1790	24	15
Avoca Creek Rd (gravel) Ch1220-Ch2710	24	16
Kimbala Rd (gravel) Ch5680-Ch9850	23	6
Diaper Rd (gravel) Ch3000-Ch6200	23	7
Louisavale Rd (gravel) Ch5010-Ch5810	23	29
Muddy Creek Rd (gravel) Ch0-Ch3980	23	6
Glenmaurie Rd (gravel) Ch0-Ch1580	22	14
Wanora Rd (gravel) Ch1200-Ch3160	22	11
Banks Ck England Ck Rd (gravel) Ch0-Ch2900	21	7
Subtotal	1,102	k

### Special road maintenance

In addition to ordinary bitumen road maintenance, expenditure on special road maintenance includes resealing of bitumen roads now totalling \$1.4M (excluding committed costs of \$0.3M) as follows:

<b>Road</b>	<b>Cost (\$'000's)</b>
Bellbird Rd Resealing	5
Belz Rd Resealing	4
Fernvale Rd Resealing	393
Finch La Resealing	1
Glamorgan Vale Rd Resealing	28
Hecks Rd Resealing	20
Jenkinsons Rd Resealing	89
Linnings Rd Resealing	5
Lowood Hills Rd Resealing	34
Mary Smokes Cr Resealing	202
Molkentien Rd Resealing	1
Mt Stanley Rd Resealing	137
Neurum Rd Resealing	325
Pooles Rd Villeneuve Resealing	10
Stanley Dr Resealing	7
Sunday Creek Rd Resealing	11
Villeneuve Rd Resealing	107
William St Sth Kilcoy Resealing	11
Winya Rd Resealing	17

**Attachments**

Financial reports and payment listings

**Recommendation**

THAT Council receive the financial reports for 1 July 2020 to 4 January 2021 and payments presented for the period 4 January 2021 to 1 February 2021 totalling \$5,340,760.31 and that the contents be noted.

**Resolution**

Moved – Cr Gaedtke

Seconded – Cr Wendt

“THAT Council receive the financial reports for 1 July 2020 to 4 January 2021 and payments presented for the period 4 January 2021 to 1 February 2021 totalling \$5,340,760.31 and that the contents be noted.”

Carried

*Vote - Unanimous*

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

**Background/Summary**

In May 2020 Council undertook community consultation via the online consultation platform – Have Your Say.

A questionnaire was made available to the community for a three-month period in order that council could better understand 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 total of 66 practitioners took part in the survey.

*A definition*

Traditionally the arts have included literature, visual arts, performance and music. However, it is now recognised that the breadth of creative endeavour goes beyond the traditional definition and such examples are collectively known as ‘creative industries’. To accommodate contemporary creative practice the following examples have also been added to the definition of ‘the arts’; architecture, crafts, fashion, graphic and product design, film, television, radio and photography, gaming and software design, publishing; and museums and galleries.

*Somerset Arts and Culture snapshot*

The Somerset region has a passionate creative industries community – eager to participate and engage with the arts. The Somerset Arts and Culture snapshot provides a quick guide which highlights some of the survey data available including what types of art practices our community participate in and what they think about art opportunities in the Somerset region in general.

*What was said*

The main themes to emerge from the survey indicated the need to;

- Support artists and the positive things already happening in the Somerset region.
- Ensure that the stories of the Traditional Owners are told.
- Continue to manage and develop facilities that ensure ready access to the arts by the whole community.
- Ensure that the creative industries thrive.
- Make available affordable spaces for studios, workshops, rehearsal and presentation spaces.

#### Attachments

Somerset Arts and Culture Snapshot  
Somerset Arts and Culture survey – survey data

#### Recommendation

THAT Council receive the *Cultural Mapping – Have Your Say Questionnaire results report* and that the contents be noted.

#### Resolution

Moved – Cr Whalley

Seconded – Cr Brieschke

“THAT Council receive the *Cultural Mapping – Have Your Say Questionnaire results report* and that the contents be noted.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>State Penalty Enforcements Registry (SPER) Codes</b>
<b>File Ref:</b>	<b>Laws and Enforcement - Infringements - 2020 - 2021 - State</b>
<b>Action Officer:</b>	<b>Penalties Enforcements Registry SPER</b>
	<b>CCSO</b>

#### Background/Summary

A review of Council's State Penalty Enforcements Registry (SPER) Codes has been undertaken, with reference to the State Penalties Enforcement Regulation 2014. This Regulation includes infringement notice offences and fines for nominated laws that can be enforced by Council.

A number of Council's current SPER codes are now redundant due to legislative changes either removing the offence entirely, or removing Council's authority to enforce it, and as such should be removed.

Additionally, a range of further offences for which Council may issue infringement notice offences and fines have been created via the legislation. Council are unable to take enforcement action of this nature until a SPER Code for the particular offence is registered with the State Penalties Enforcement Registry.

#### Attachments

Appendix A – Offence Codes to be Removed  
Appendix B – Offence Codes to be Created

#### Recommendation

THAT Council:

1. endorse changes to the State Penalty Enforcements Registry (SPER) to remove the offences listed in Attachment A;



2. endorse changes to the State Penalty Enforcements Registry (SPER) to create the offences listed in Attachment B.

**Resolution**

Moved – Cr Choat

Seconded – Cr Isidro

“THAT Council:

1. endorse changes to the State Penalty Enforcements Registry (SPER) to remove the offences listed in Attachment A;
2. endorse changes to the State Penalty Enforcements Registry (SPER) to create the offences listed in Attachment B.”

Carried

Vote - Unanimous

**Subject:** Kilcoy Motocross - Calendar of Events  
**File Ref:** SRC - Council properties - Leasing out  
**Action Officer:** DCORP

**Background/Summary**

At the Council meeting held on 20 January 2021 Council considered the event management plan for the Kilcoy Motocross (Kilcoy MCC) and the Calendar of Events. At the time of this meeting Motorcycling Queensland (MQ) had not approved the Calendar of events.

Recent advice received from Motorcycling Queensland is as follows:

These are the dates that Kilcoy MCC has applied for been approved by MQ.

- 14 February 2021
- 14 March 2021
- 28 March 2021
- 11 April 2021
- 30 May 2021
- 13 June 2021 - Interclub not yet approved by MQ.
- 4 July 2021
- 29 August 2021
- 31 October 2021

The attached calendar has been updated for the approved event dates.

**Attachments**

Attachment 1 – Calendar of Events approved by Motorcycling Queensland

**Recommendation**

THAT Council endorse the Calendar of Events approved by Motorcycling Queensland for inclusion in the Kilcoy Motocross Event Management Plan and for updating of the club's website.

**Resolution**

Moved – Cr Wendt

Seconded – Cr Brieschke

“THAT Council endorse the Calendar of Events approved by

Motorcycling Queensland for inclusion in the Kilcoy Motocross Event Management Plan and for updating of the club's website."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Kilcoy Showgrounds Main Pavilion Stairs - Quotation 1211</b>
<b>File Ref:</b>	<b>Council Properties - Maintenance</b>
<b>Action Officer:</b>	<b>DCORP</b>

### Background/Summary

Council's 2019/20 Budget includes an array of projects at the Kilcoy Showground including the construction of a set of access stairs to the Judges/Callers Room and the Camera Room. This set of stairs will provide access from the rear of the Main Pavilion near the rear entrance to the betting ring. The stairs will provide safe access to the two rooms which are above roof height of the main pavilion. These stairs will replace an internal ladder which is very unsafe and no longer meets any standards for the safe access to the two rooms. Additionally, the cameramen who access the camera room also carry very heavy and expensive cameras with them when climbing the ladder. The Kilcoy Race club have also requested a minor change to the Female Jockey rooms to provide a larger space for them.

A design for the stairs was prepared by King Architectural and Engineering. Additionally, King architectural have updated the plans for the facility to include the camera room which was built without an update of the plans.

A compulsory site meeting was held and three contractors attended: Reliable Maintenance, Dan Banditt Constructions and Master Professional Builders.

Three submissions were received at the time of the closure of the Quotation. The submissions were of a high quality with each of the contractors indicating a good level of previous relevant experience. Not all quotes were within expected budget allowances.

The cheapest submission was from Daniel Banditt Constructions and was for \$80,981.64 inclusive of GST(\$73,619.67 Ex GST). Daniel Banditt constructions are very capable builders and have submitted the best value for money Quotation for Council.

### Attachments

*Confidential* Attachment 1 – Summary of Quotations – Kilcoy Showgrounds Main Pavilion – Stairs

Attachment 2 – Plans for the stairs

### Recommendation

THAT Council award the Quotation for the construction of the Kilcoy Main Pavilion Access Stairs to Daniel Banditt Constructions for an amount of \$80,981.6 inclusive of GST.

### Resolution

Moved – Cr Choat

Seconded – Cr Whalley

"THAT Council award the Quotation for the construction of the Kilcoy Main Pavilion Access Stairs to Daniel Banditt Constructions for an amount of \$80,981.6 inclusive of GST."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Tender 1212 – Fernvale Sports Park Amenities Building Extension</b>
<b>File Ref:</b>	<b>Corporate management - tendering - quotations - 2020 – 2021 - Tender 1212 – Fernvale Sports Park Amenities Building Extension</b>
<b>Action Officer:</b>	<b>SRO</b>

### **Background/Summary**

At the Special Budget Meeting on 10 June 2020, Council resolved to allocate funding toward the extension of the existing amenities building at the Fernvale Sports Park.

On 17 August 2020 Council announced the successful funding application under the Queensland Government COVID Works for Queensland Program, which confirmed \$335,000 for enhancements of the Fernvale Sports Park; turf cricket wicket, practice cricket nets and extending the existing amenities building.

The amenities building extension works include the construction of four storage bays, two referee changerooms, a club meeting / administration space, kiosk and cleaning equipment storage.

The extension works are vital enhancements for the clubs based at the Sports Park. The works will allow the clubs to permanently and safely store equipment at the site, offer clubs a space to meet and plan, provide clubs with an enhanced opportunity to generate revenue and provide the clubs with their own permanent 'home' facilities.

Clubs based at the facility were consulted in the preparation of the schematic designs, which formed the basis of the detailed designs which went to tender. The clubs include the Brisbane Valley Rattlers Australian Football Club, Somerset Storm Netball Club and Marburg Mt Crosby Thunder Cricket Club.

Representatives of each club were given an individual consultation at the Fernvale Sports Park with Council Officers (Director of Corporate and Community Services and Sport and Recreation Officer) and Mr Graham Richardson on Thursday 25 June 2020. Meetings were held with representatives of each permanent user group.

A further group discussion was held regarding the building extension on Tuesday 11 August 2020 at the Fernvale Visitor Information Centre with representatives from each club present.

A call for tenders was published on Wednesday 17 December 2020, with tenders closing 20 January 2021. Tenders were promoted through Vendor Panel, the Council website and local newspapers; the Somerset and the Kilcoy Sentinel.

A compulsory tender site inspection was held on site at the Fernvale Sports Park on Thursday 7 January 2021. Two different contractors attended the site inspection. A total of three tenders were received before applications closed. One tender was received after the closing date and was not considered.

A summary of the scoring and prices for tender 1212 is provided as a confidential attachment to this report. Issues that were considered as part of the assessment included price, relevant experience, key personnel and skill, the tenderer's resources and demonstrated understanding of the project.

A 10 per cent price weighting was allowed for tenderers local to the Somerset Region. No tenders were received from local contractors.

The panel reviewed all tenders and found the tender from Daniel Banditt Constructions represented the best value for money for Council.

Acceptance of the tender from Daniel Banditt Constructions will exceed the allocated budget for the project by a total of \$111,208 (excluding GST). The project deficit is to be funded by budget surpluses from other Council funded projects.

#### Attachments

Confidential summary of Tender Evaluations (including recommendation from Graham Richardson Associates) – Tender 1212 Fernvale Sports Park Amenities Extension (*Commercial in Confidence*)

#### Recommendation

THAT Council accept the tender submission from Daniel Banditt Constructions totalling \$311,298.00 excluding GST for Tender 1212 – Fernvale Sports Park Amenities Extension with the additional funds of \$111,208 being allocated in a future budget review.

#### Resolution

Moved – Cr Brieschke

Seconded – Cr Wendt

“THAT Council accept the tender submission from Daniel Banditt Constructions totalling \$311,298.00 excluding GST for Tender 1212 – Fernvale Sports Park Amenities Extension with the additional funds of \$111,208 being allocated in a future budget review.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Additional Funding to Support the Construction of the new Toogoolawah Community gym and Tender 1178</b>
<b>File Ref:</b>	<b>Corporate management - tendering - quotations - 2020 / 2021 - Tenders - Tender 1178 - Construction of the new Toogoolawah Community Gym</b>
<b>Action Officer:</b>	<b>SRO</b>

#### Background/Summary

On 21 February 2020 Council received correspondence from Mick de Brenni MP, State Minister for Housing and Public Works, Digital Technology and Sport, stating that the expression of interest (EOI) submitted to the Active Community Infrastructure program to construct a new multipurpose facility to support fitness in Toogoolawah was successful and would move to the next stage of development. The EOI specified that the facility would be constructed adjacent to the Toogoolawah Swimming Pool and also included the installation of electric heating for the Swimming Pool.

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

Based on informed cost estimates provided to the Queensland Government, the proposed project and Council project management represented a significant value for money proposition. This was aided by Council's proven track record in delivering similar projects.

A finalised Grant Deed for the project was received by Council on 1 July 2020. The total funding amount for the project was \$663,000 excluding GST, comprising a \$555,000 contribution from the State Government and \$108,000 from Council. Subsequently, a Project Control Group (PCG) comprising representatives of Queensland Sport and Recreation Services, Council and Graham Richardson Associates was established to oversee the development and management of the project.

A call for tenders to construct the new facility was published on 7 October 2020. Tenders were promoted through Vendor Panel and the Council website, as well as advertised in local newspapers; the Somerset and Kilcoy Sentinel.

The release of the tenders was scheduled for an earlier release though was delayed due to uncertainty during the initial outbreak of the COVID-19 pandemic and additional planning approvals and requirements due to the site location.

Tenders closed 28 October 2020. A total of three conforming tenders were received. The tenders submitted were consistent and significantly above the available project budget.

The primary reason for the cost increases is believed to be the current tender climate. There appears to be an upsurge in available work opportunities for builders, which has resulted in difficulty in obtaining competitive tender prices. Several additional factors also contributed to the increased tender prices versus the initial cost estimate including, but not limited to; additional underground services located and factored in, car parking requirements and electrical services to be enhanced (please refer to Attachment 1 for further information).

The PCG have since reviewed the scope of the project for potential cost savings. Whilst there are avenues to reduce scope in certain areas, it is believed that such reductions will mean that a facility is constructed that does not meet community needs or expectations.

To ensure that the optimal outcome is produced, Council sent correspondence to the Assistant Director-General for Sport and Recreation Queensland on 7 December 2020 requesting additional funding to support the project.

On 1 February 2021 Council received advice from the Queensland Department of Tourism, Innovation and Sport confirming a commitment of an additional \$265,000 excluding GST for the construction of the new Toogoolawah Community Gym (refer to attachment 2). The commitment of additional funding is contingent upon an additional funding contribution of \$100,000 excluding GST from Council.

The increased investment would result in a total budget of \$1,028,000; comprising a \$820,000 contribution from the State Government and \$208,000 contribution from Council.

Opportunities for additional Council funding have been identified through budget surpluses from other Council funded projects.

A summary of the scoring and prices for tender 1178 is provided as a confidential attachment. Issues that were considered as part of the assessment included price, relevant experience, key personnel and skill, the tenderer's resources and demonstrated understanding of the project.

A 10 per cent price weighting was allowed for tenderers local to the Somerset Region.

The panel reviewed all tenders and found the tender from Daniel Banditt Constructions represented the best value for money for Council.

### Attachments

1. Correspondence – Toogoolawah Community Gym Assessment of Tenders v Estimated Cost (Commercial in Confidence)
2. Confidential summary of Tender Evaluations (including recommendation from Graham Richardson Associates) – Tender 1178 – Construction of the new Toogoolawah Community Gym (Commercial in Confidence)

### Recommendation

1. THAT Council accept the tender submission from Daniel Banditt Constructions totalling \$886,067.27 excluding GST for Tender 1178 – Construction of the new Toogoolawah Community Gym.
2. THAT Council commit to an increased funding investment of \$208,000 excluding GST to the construction of the new Toogoolawah Community Gym project to be funded through identified budget surpluses from other Council funded projects and authorise the CEO to approve the amended Grant Deed for the project.

### Resolution

Moved – Cr Whalley

Seconded – Cr Isidro

- “1. THAT Council accept the tender submission from Daniel Banditt Constructions totalling \$886,067.27 excluding GST for Tender 1178 – Construction of the new Toogoolawah Community Gym.
2. THAT Council commit to an increased funding investment of \$208,000 excluding GST to the construction of the new Toogoolawah Community Gym project to be funded through identified budget surpluses from other Council funded projects and authorise the CEO to approve the amended Grant Deed for the project.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Esk and Kilcoy Community Wellness Hubs Schedule of Fees and Charges and Memorandum of Understanding with ALARA Qld Ltd</b>
<b>File Ref:</b>	<b>Community Services - Service Provision - Community Development</b>
<b>Action Officer:</b>	<b>CDC</b>

### Background/Summary

It is expected that both the Kilcoy and Esk Community Wellbeing Hubs will be under Council's management and operational by March 2021. Documentation including hire agreements and schedule of fees for both premises and a Memorandum of Understanding (MOU) between Council and ALARA Qld Ltd (local disability service provider), which uses the grounds at 9 Heap Street Esk for a community garden and community carwash have been prepared for consideration.

The purpose of both facilities is to encourage the expanded outreach of services to the region, due to the incapacity of many residents to travel to the metropolitan centres, as direct result of inadequate public transport or cost/time factors. It is therefore essential that charges reflect this need and encourage local delivery of services. It is recommended that fees are kept to a

minimum and there are options available to waive or reduce fees in certain circumstances.

### Recommended fees and charges Stepping Stones Community Wellness Hub, Esk

#### BONDS AND DEPOSITS

Key bond	\$5
Non-refundable deposit	\$45

#### PRIVATE BUSINESS (INDIVIDUALS OR GROUPS)

ROOM	½ DAY HIRE	FULL DAY HIRE	NIGHT HIRE
Wivenhoe Room	\$35	\$60	\$40
Somerset Room	\$30	\$55	\$35

#### COMMUNITY GROUP or NON GOVERNMENT NOT FOR PROFIT ORGANISATION

ROOM	½ DAY HIRE	FULL DAY HIRE	NIGHT HIRE
Visiting Service Room 1	\$15	\$30	\$15
Visiting Service Room 2 (small room)	\$10	\$20	\$10
Reception area for groups ~ Long term / repeat hire for a period of 2 hours or less		Weekend hire \$10	Night hire \$10

#### OTHER RATES

DESCRIPTION	
Hire of entire building on Saturday or Sunday	\$40
Somerset Council activity	Free
Hire fee for the following users: St Vincent de Paul, Salvation Army	Free
Additional cleaning fee	\$40
Use of grounds by ALARA for community garden, carwash	Free
Use of sheds by Meals on Wheels and New Seasons Church	Free
Hire fees will be waived for an agreed period of time for new support services and new allied health professionals. Details to be determined in confidence.	

#### Kilcoy Community Wellness Hub, Row Street.

#### BONDS AND DEPOSITS

Key bond	\$5
Non-refundable deposit	\$45

#### PRIVATE BUSINESS (INDIVIDUALS OR GROUPS)

ROOM	½ DAY HIRE	FULL DAY HIRE	NIGHT HIRE
Visiting Service Room 1	\$30	\$60	\$40
Visiting Service Room 2 (small room)	\$25	\$50	\$35
Visiting Service Room 3	\$30	\$60	\$40
Visiting Service Room 4 with storage	\$40	\$80	\$50

**COMMUNITY GROUP or NON GOVERNMENT NOT FOR PROFIT ORGANISATION**

ROOM	½ DAY HIRE	FULL DAY HIRE	NIGHT HIRE
Visiting Service Room 1	\$15	\$30	\$15
Visiting Service Room 2 (small room)	\$10	\$20	\$10
Visiting Service Room 3	\$15	\$30	\$15
1 Visiting Service Room 4 with storage	\$20	\$40	\$20
Reception area for groups ~ Long term / repeat hire for a period of 2 hours or less		Day hire (may be available) \$10	Night hire \$10

**OTHER RATES**

DESCRIPTION	NIGHT HIRE
Hire of building on weekend for larger scale activity	\$150
Metro North Hospital Health Service or Somerset Council activity	Free
Hire fees will be waived for an agreed period of time for support services and allied health professionals. Details to be determined in confidence.	
Additional cleaning fee	\$40

Circumstances that could attract fee waiver would include:

- funded services which do not have allowance in their service agreement to cover hire of premises and/or travel time and/or their transport costs associated with service delivery in the region;
- organisations/businesses which are willing to offer their services at substantially below usual commercial value, making them more affordable to residents. (An example would be an allied health professional who was willing to accept Medicare bulk billing service charge with no or little out of pocket fee);
- community, private or government organisation led support groups which assist residents. (Examples include establishing a mothers' group, carers' group, mental health peer support group).

To encourage commercial businesses offering allied health professional services to the region, it is recommended that fees are waived for a minimum period of six months to allow that organisation become established and to build up a clientele, to make the outreach successful, economically viable and thus sustainable.

These fee adjustments would be the responsibility of the Community Development Coordinator working in association with the Council officers taking the bookings.

**Attachments**

Kilcoy Community Wellness Hub – Terms and Conditions of Hire  
 Kilcoy Community Wellness Hub – Hire Application  
 Stepping Stones Community Wellness Hub – Terms and Conditions of Hire  
 Stepping Stones Community Wellness Hub - Hire Application  
 MOU ALARA Qld Ltd

**Recommended Action**

THAT Council adopt the fees and charges recommended for the hire of the Community Wellness Hubs at Kilcoy and Esk and adopt the MOU between Council and ALARA Qld Ltd.



**Resolution**

Moved – Cr Isidro

Seconded – Cr Gaedtke

“THAT Council adopt the fees and charges recommended for the hire of the Community Wellness Hubs at Kilcoy and Esk and adopt the MOU between Council and ALARA Qld Ltd.”

Carried*Vote - Unanimous*

**Subject:** Funding Opportunity for Improvements to Stepping Stones Community Wellness Hub

**File Ref:** Community Services - Service Provision - Community Development

**Action Officer:** CDC

**Background/Summary**

To improve the amenity of the Stepping Stones Building for regular use by visiting services, allied health professionals and small community gatherings, it would be beneficial to relocate the kitchenette from the reception space into what is currently a storeroom. This in addition to a small verandah at the rear of the building would open up the possibilities for use and allow comfortable colocation of services.

Currently there is an opportunity to apply for expressions of interest for funding through the Stronger Communities Programme Funding Round 6. Expressions of interest to Shayne Neumann MP close 8 March 2021.

The grant would require equal part financial contribution from Council. The grant is to be acquitted by 31 December 2021. It is estimated that the cost of this conversion and addition would be \$20,000, requiring a commitment from Council in the 2021/2022 budget of \$10,000.

**Attachments**

Nil

**Recommended Action**

THAT Council include \$10,000 in the 2021/2022 budget to allow an expression of interest via the Stronger Communities Programme Funding Round 6, for improvements at the Stepping Stones Building at a total estimated cost of \$20,000.

**Resolution**

Moved – Cr Brieschke

Seconded – Cr Isidro

“THAT Council include \$10,000 in the 2021/2022 budget to allow an expression of interest via the Stronger Communities Programme Funding Round 6, for improvements at the Stepping Stones Building at a total estimated cost of \$20,000.”

Carried*Vote - Unanimous*

<b>Subject:</b>	<b>Brisbane Sporting Car Club Limited - Request to Temporarily Close a Section of Western Branch Road for a Car Rally - Saturday, 27 March 2021</b>
<b>File Ref:</b>	<b>Roads - road closures - temporary (1246932, 1259558)</b>
<b>Action Officer:</b>	<b>CSSA (Debbie Chandler)</b>

### Background/Summary

A request has been received from Brisbane Sporting Car Club Limited seeking permission to temporarily close a section of Western Branch Road from the intersection of Western Branch Road and River Road, Mt Stanley to the boundary of Western Branch Road and Linville Forest Road between 0700 hours to 1800 hours for a car rally.

This section of road has been temporarily closed in previous years to hold this event, and no complaints have ever been received.

The rally will be based at the Manumbar Campdraft Association grounds at Manumbar, and most of the rally will be conducted on closed Forestry roads within Gallangowan and Elgin Vale State Forest. There is only one stage of the rally being held on a section of Western Branch Road. There will be a maximum number of 50 entrants with minimal impact on public traffic.

Organisers confirmed that they will be following the Outdoor Sports Checklist for Covid-19 as outlined on the Queensland Government Website.

The car club has advised:

- Public notices will be placed in the local newspaper two weeks prior to the rally.
- Road closure notification boards will be placed on affected roads within the State Forest at least four weeks before the rally.
- Forestry lessees have been advised of the date and times of the event.
- Agreement on the use of the facilities at the campdraft grounds has been reached with the Manumbar Campdraft Association.
- HQ Plantations Pty Ltd has given approval for road closures within the State Forest.

### Attachments

Maps showing affected section of Western Branch Road

### Recommendation

THAT approval be given to Brisbane Sporting Car Club Limited to temporarily close the section of Western Branch Road from the intersection of Linville Forestry Road to the intersection of River Road on Saturday, 27 March 2021 to hold their rally subject to the following conditions:

- The section of Western Branch Road from the intersection of Linville Forestry Road to the intersection of River Road must only be closed from 0700 hours to 1800 hours on Saturday, 27 March 2021.
- All work on Council controlled road must be carried out in accordance with the Manual of Uniform Traffic Control Devices and any other relevant state standards, regulations so laws.
- Traffic Management Plan including a Traffic Guidance Scheme to be forwarded to Council in advance of the event.
- Provide to Council a copy of the permit issued by Queensland Police Service for the temporary closure of this section of Western Branch Road.
- Provide to Council a copy of the public liability insurance to the value of \$20,000,000

- with Somerset Regional Council being listed as an interested party.
- A letter drop to all neighbouring/affected properties advising them of the road closure.
- Set up a detour to traffic through River Road as per the Manual of Uniform Traffic Control Devices.

**Resolution**

Moved – Cr Whalley

Seconded – Cr Choat

“THAT approval be given to Brisbane Sporting Car Club Limited to temporarily close the section of Western Branch Road from the intersection of Linville Forestry Road to the intersection of River Road on Saturday, 27 March 2021 to hold their rally subject to the following conditions:

- The section of Western Branch Road from the intersection of Linville Forestry Road to the intersection of River Road must only be closed from 0700 hours to 1800 hours on Saturday, 27 March 2021.
- All work on Council controlled road must be carried out in accordance with the Manual of Uniform Traffic control Devices and any other relevant state standards, regulations so laws.
- Traffic Management Plan including a Traffic Guidance Scheme to be forwarded to Council in advance of the event.
- Provide to Council a copy of the permit issued by Queensland Police Service for the temporary closure of this section of Western Branch Road.
- Provide to Council a copy of the public liability insurance to the value of \$20,000,000 with Somerset Regional Council being listed as an interested party.
- A letter drop to all neighbouring/affected properties advising them of the road closure.
- Set up a detour to traffic through River Road as per the Manual of Uniform Traffic Control Devices.”

Carried*Vote - Unanimous*

<b>Subject:</b>	<b>Evacuation Centre Equipment Trailers</b>
<b>File Ref:</b>	<b>Emergency services - planning - local disaster co-ordination centre and incident management team</b>
<b>Action Officer:</b>	<b>DMO</b>

**Background/Summary**

COVID-19 has brought with it many challenges, one of which is managing our Evacuation Centres.

A recent audit of our Evacuation Centres has shown that we will likely prioritise using Fernvale, Lowood and Esk State Schools during major flood events due to their immunity from flooding and the ability for Council staff to better manage physical distancing in those facilities.

In an effort to give us access to equipment at short notice and have the ability to setup evacuation centres in various locations across the region, it is proposed that we look to purchase purpose-built trailers for the secure storage of evacuation centre equipment. It is anticipated that we will position these trailers in Kilcoy and Lowood.

Council's Bushfire Recovery Officer (shared between Somerset and Lockyer Valley), has an opportunity to apply for funding under the Department of Communities Flexible Funding program (FFP). The cost of these trailer's, fitted with equipment to setup for up to 75 evacuees, will be approximately \$20,000 each. The FFP is fully funded and requires no Council contribution.

It is estimated that yearly running costs of these trailers including depreciation, servicing, registration and insurance will be \$2,500.00 per annum each.

#### Attachments

Photo of typical trailer

#### Recommendation

THAT Council receives the report 'Evacuation Centre Equipment Trailers' and support the application for funding for two fully fitted evacuation trailers.

#### Resolution

Moved – Cr Gaedtke

Seconded – Cr Isidro

"THAT Council receives the report 'Evacuation Centre Equipment Trailers' and support the application for funding for two fully fitted evacuation trailers."

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Department of Transport and Main Roads - Brisbane Valley Highway Esk - Pavement Rehabilitation</b>
<b>File Ref:</b>	<b>Roads - maintenance - road surface repairs</b>
<b>Action Officer:</b>	<b>DDM</b>

#### Background/Summary

Council officers have been liaising with Department of Transport and Main Roads (DTMR) regarding an upcoming pavement rehabilitation project at Esk along the Brisbane Valley Highway (Ipswich Street) from Middle to Barbour Street. Works are tentatively scheduled to begin in the fourth quarter of the current financial year.

As part of the works, officers asked DTMR to consider several aspects to be included and the following is now to be incorporated into the scope of the project:

- Turn lane widening at Middle Street;
- Install conduits to accommodate median irrigation for any future landscaping improvements;
- Subsoil drainage along median gardens;
- Cycle lanes through town; and
- Resurface parking areas (see comments below).

As part of the works, officers asked for an estimate to resurface the parking areas within the project limits with an asphalt pavement. As part of the DTMR/Local Government Cost Sharing Agreement, Council is responsible for funding the rehabilitation of the parking areas. It is noted that the parking areas are in a deteriorated state and are in need of resurfacing.

It is noted that having the works completed in conjunction with DTMR works would provide an

overall preferred surfacing for the roadway and would provide a savings to Council as items such as traffic control and establishment are at DTMR cost. The other benefit is that the impact to the community will be reduced as all works are undertaken at the same time and this is anticipated to be during the night, therefore minimising the disruption to the community. The estimated cost of Council contribution is \$213,190 ex GST.

Council can:

- (a) offer an amount of \$213,190 ex GST towards the parking resurfacing; or
- (b) decline and resurface as part of other future Council works; or
- (c) decline and not resurface the parking area.

While there is no allocated budget for this work in the current financial year, it is likely that the cost to Council of resurfacing the parking areas as a separate project would be significantly higher than \$213,190 and therefore option (a) is recommended.

#### Attachments

Attachment 1 - Brisbane Valley Highway Pavement Rehabilitation

#### Recommendation

THAT Council agree to the resurfacing of the parking areas in Esk being undertaken by Department of Transport and Main Roads when undertaking the rehabilitation project for the value of \$213,190 (excluding GST) and that this be included in a forthcoming budget review.

#### Resolution

Moved – Cr Whalley

Seconded – Cr Isidro

“THAT Council agree to the resurfacing of the parking areas in Esk being undertaken by Department of Transport and Main Roads when undertaking the rehabilitation project for the value of \$213,190 (excluding GST) and that this be included in a forthcoming budget review.”

Carried

*Vote - Unanimous*

<b>Subject:</b>	<b>Childrens Park, Toogoolawah - Playground Upgrade</b>
<b>File Ref:</b>	<b>Parks and Reserves - Design and Construction</b>
<b>Action Officer:</b>	<b>Parks and Gardens Foreman (Charlene Meehan)</b>

#### Background/Summary

Council has a rolling program in place for upgrading Council's existing playgrounds and Childrens Park is scheduled for replacement, due to most play equipment elements no longer complying with the current safety standards for playgrounds.

Council obtained grant funding for the upgrade of the playground under the COVID Works for Queensland (2020–21 COVID W4Q) Program with funding provided by the Queensland Government to support economic recovery.

Community consultation regarding the project was undertaken via an online survey on Council's website HAVE YOUR SAY consultation platform; and survey participants were invited to provide feedback including the type of equipment that they would like to see in the new playground.

Key stakeholders such as: Toogoolawah Playgroup, Country Kids Play & Learning Centre, Toogoolawah State School and C & K Toogoolawah Kindergarten were notified and invited to participate and to share the online survey within their networks. The wider community was also informed and encouraged to participate in the online survey via Facebook posts and media release in local newspapers.

The online survey closed on Friday 11 December 2020 with twenty-five responses received.

In responding to the survey, participants informed that they wanted the new playground to be suitable for all age groups from 1 to 12 years of age; and that they considered the play equipment listed below as a high priority for inclusion in the new playground (subject to budgetary and site constraints):

- Swings
- Slides
- Climbing
- Social
- Balancing
- Imagination / Sensory
- Spinners

Participants also provided information in their survey regarding their visitation frequency to the playground, where they lived and whether the respondent was a parent or carer. This information was used for qualitative purposes in considering the responses received.

A request for quotation was subsequently sought on 16 December 2020 under the Local Buy Contract BUS244-0314 – Open Spaces, Parks, Gardens and Playgrounds from four (4) suppliers for the design, supply and installation of the new playground at Childrens Park.

Quotations closed on 25 January 2021 and submissions were received from all suppliers invited to quote.

A detailed specification for the playground was provided to suppliers including a requirement (in response to the online survey) for the playground to meet the community's age group and play equipment aspirations.

A \$105,000 to \$110,000 including GST project budget was nominated in the Request for Quotation for the playground project including the removal of the existing playground and installation of the new play equipment including softfall undersurfacing, softfall edging, replacement fabric shade cover and soft landscaping.

Suppliers were advised in the Request for Quotation that prices submitted that significantly exceeded or were significantly less than the project budget would not be considered.

#### **Quotations summary**

All designs submitted were assessed by Council's Parks and Gardens Foreman against the qualitative criteria stated in the request for quote documentation; and the playground design proposal submitted by Willplay Pty Ltd was assessed as best meeting the qualitative criteria requirements and was considered to offer Council the best value for money.

#### **Attachments**

Attachment 1 – Willplay playground design

**Recommendation**

THAT Council accept the offer submitted by Willplay Pty Ltd for the design, supply and installation of the playground at Childrens Park in Toogoolawah for a total amount of \$109,930.48 including GST.

**Resolution**

Moved – Cr Isidro

Seconded – Cr Brieschke

“THAT Council accept the offer submitted by Willplay Pty Ltd for the design, supply and installation of the playground at Childrens Park in Toogoolawah for a total amount of \$109,930.48 including GST.”

Carried*Vote - Unanimous*

<b>Subject:</b>	<b>Future Upgrades of Ivory Creek Road, Toogoolawah</b>
<b>File Ref:</b>	<b>Roads - design and construction - roads (1243726)</b>
<b>Action Officer:</b>	<b>DDM</b>

**Background/Summary**

Council officers were asked that a report be brought back to Council about future upgrades of Ivory Creek Road, Toogoolawah (Doc 1243726).

Ivory Creek Road has a total length of 12.59km. With chainage starting in Toogoolawah the road segments can be described as:

- Ch 0.00 to 1.37km urban double lane sealed – 306vpd
- Ch 1.37 to 3.87km rural single lane sealed – 182vpd
- Ch 3.87 to 8.01km rural double lane sealed – 57vpd (including single lane bridge)
- Ch 8.01 to 9.9km rural unsealed – 57vpd
- Ch 9.9 to 10.15km rural double lane sealed (including single lane causeway) – 57vpd
- Ch 10.15 to 12.59km rural unsealed – 29vpd (ends at Maronghi Creek Road)

Council adopted the Unsealed Roads Upgrade Program at the Ordinary Meeting on Wednesday, 12 February 2020. Roads are generally considered for sealing when they have reached 50 or more vehicles per day (vpd) and will then be prioritised. In the case of Ivory Creek Road, the unsealed portion is presently ranked at number seven across the region.

For the rural single lane sealed section Ch 1.37 to 3.87km, roads are generally considered for upgrading to double lane seal when they have reached 150vpd. The single lane sealed road network comprises a mix of lower and higher order roads which provide a variety of functions. Historically, Council used Average Annual Daily Traffic (AADT), the location of school bus routes and road classification as the primary factors when considering upgrading single lane sealed roads. This provides an indicative list of roads only and subject to confirmation annually by Council through the budget process. However, the list provides a structured way of providing a priority to the projects on the list. In the case of Ivory Creek Road, the single lane sealed section is presently ranked at number twelve across the region.

Other works listed on the Forwards Works List for Ivory Creek Road for future consideration includes:

- Drainage and bitumen infill in urban section Ch 0 to 0.15km

**Attachments**

Single Lane Sealed Roads List

**Recommendation**

THAT Council receives the report 'Future upgrades of Ivory Creek Road, Toogoolawah' and its contents noted.

**Resolution**

Moved – Cr Brieschke

Seconded – Cr Isidro

"THAT Council receives the report 'Future upgrades of Ivory Creek Road, Toogoolawah' and its contents noted."

Carried*Vote - Unanimous*

<b>Subject:</b>	<b>Clean Up Australia Day - Sunday, 7 March 2021</b>
<b>File Ref:</b>	<b>Council properties - usage - 2020-2021 - Council hire agreements and bookings</b>
<b>Action Officer:</b>	<b>CSSA</b>

**Background/Summary**

The local group, Clean Up Somerset Waterways and Parklands and various other local community groups and river based businesses will be taking part in Clean Up Australia Day on Sunday, 7 March 2021 to clean up Council's waterways and adjoining recreation areas. Areas being targeted will include Twin Bridges, Lowood Bend, Fielding Road, Savages Crossing and potentially Burtons Bridge.

In previous years, Council has assisted by sending a truck down to the agreed locations to pick up the rubbish. As this is a larger event than in previous years, Council Officers are also seeking possible other options with local businesses for collecting the rubbish picked up during this event. Options being explored are:

1. Council truck and staff picking up the collected rubbish following the Clean Up Australia Event from Twin Bridges and Savages Crossing;
2. Delivery of a skip to Twin Bridges and Savages Crossing on Sunday and picked up on Sunday afternoon by local skip business;
3. Delivery of rubbish directly to Coominya transfer station from participants of the Clean Up Australia event and all fees waived.

Sign on Sunday morning will take place in Lowood Clock Park for Lowood Bend clean up and the grassed area between Fernvale Futures and the Fernvale Rural Fire Brigade on Sunday morning for all other sites.

Clean Up Somerset Waterways and Parklands is seeking approval and support to use the grassed area between the Fernvale Futures building and the Fernvale Fire Brigade for the sign on and to hold a BBQ at the end of the event to thank all of the participants in the Clean Up Australia Day event.

Proposed activities on the grassed area between Fernvale Futures building and Fernvale Fire Brigade include:

- Set up of BBQ and marquee by Lions and Young Veterans for a sausage sizzle;
- Yugara Dancers; and



- Stage for presentations.

### Council Assistance

The event organisers are seeking support from Council to assist with the following:

- 5 x community wheelie bins;
- Access to power;
- PA system;
- Collection of rubbish from Twin Bridges and Savages Crossing or Condamine Drive;
- Access to water; and
- Tables and Chairs.

### Parking

The group requested to allocate parking for participants of Clean Up Australia Day in the grassed area at Fernvale Futures. Council officers would not object to parking in the grassed area provided that the carparking area is delineated away from BBQ area and presentation area.

### Attachments

Nil

### Recommendation

1. THAT Council grant permission to use the undeveloped section of Fernvale Memorial Park for the Clean Up Australia Day event being held on Sunday, 7 March 2021 subject to the following conditions:

1.	The approval is limited to operation on Sunday, 7 March 2021 between the hours of 7am and 4pm.
2.	The approval holder must have Council's approval on site at the event and be able to produce for inspection by an authorised person on demand.
3.	All displays and vehicles are to be removed from the site by 5.30pm on Sunday, 7 March 2021.
4.	The approval holder must keep the area in a clean and tidy state, and the approval holder is required to adequately provide for the collection and disposal of waste generated by the event.
5.	No tent pegs or stakes to be used within the park for setting up of gazebos and bunting unless prior approval on the location has been sought.
6.	The activity must not cause a nuisance as defined by the <i>Environmental Protection Act 1994</i> .
7.	The activity must not create a traffic nuisance or increase an existing traffic nuisance or detrimentally affect the efficiency of the road network in which the activity is undertaken.
8.	The activity must not unreasonably detract from the amenity of the area in which the event is located.
9.	The activity must not create a safety risk.
10.	The approval holder must ensure that the design and construction of all structures that

	form part of the activity are safe and appropriate for the nature of the activity proposed and the number of people expected to attend.
11.	All buildings, structures, vehicles, facilities or equipment used in the operation of the event must be maintained at all times:
	<p>In good working order; and</p> <p>In good state of repair; and</p> <p>In a clean and sanitary condition</p>
12.	All temporary signage for the event must be displayed on private property only and are only to be displayed 14 days prior to the event, and all signage must be removed from display one (1) day after the event.
13.	The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
14.	The approval holder must maintain insurance that is applicable to the activity including without limitation, a public liability insurance policy which provides indemnity for each individual occurrence in an amount not less than \$20,000,000. The insurance certificate must cover the permit holder and the Somerset Regional Council against any claims whatsoever arising from the operation of the event. A certificate of currency must list Somerset Regional Council as an interested party and must be submitted to Council prior to the operation of the event.
2.	FURTHER THAT Council is able to offer the following assistance:
15.	Supplying 5 x community bins to the undeveloped section of Fernvale Memorial Park to assist with waste management during the event.
16.	Access to power supply and water from Fernvale Futures during the event.
17.	Provide a PA system.
18.	Collection of rubbish collected from an agreed location at:
	<p>(a) Twin Bridges;</p> <p>(b) Savages Crossing or Condamine Drive.</p>
19.	Five tables and 10 chairs from the Fernvale Futures Building provided that the tables and chairs are wiped down and sanitised before being returned to the Fernvale Futures Building.
20.	Tables and chairs are to be picked up from 9am on Sunday, 7 March 2021 and returned to the building before 4pm on the same day.

**Resolution**

Moved – Cr Isidro

Seconded – Cr Wendt

- “1. THAT Council grant permission to use the undeveloped section of Fernvale Memorial Park for the Clean Up Australia Day event being held on Sunday, 7 March 2021 subject to the following conditions:

1.	The approval is limited to operation on Sunday, 7 March 2021 between the hours of 7am and 4pm.
2.	The approval holder must have Council's approval on site at the event and be able to produce for inspection by an authorised person on demand.
3.	All displays and vehicles are to be removed from the site by 5.30pm on Sunday, 7 March 2021.
4.	The approval holder must keep the area in a clean and tidy state, and the approval holder is required to adequately provide for the collection and disposal of waste generated by the event.
5.	No tent pegs or stakes to be used within the park for setting up of gazebos and bunting unless prior approval on the location has been sought.
6.	The activity must not cause a nuisance as defined by the <i>Environmental Protection Act 1994</i> .
7.	The activity must not create a traffic nuisance or increase an existing traffic nuisance or detrimentally affect the efficiency of the road network in which the activity is undertaken.
8.	The activity must not unreasonably detract from the amenity of the area in which the event is located.
9.	The activity must not create a safety risk.
10.	The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and appropriate for the nature of the activity proposed and the number of people expected to attend.
11.	All buildings, structures, vehicles, facilities or equipment used in the operation of the event must be maintained at all times:
	<p>In good working order; and</p> <p>In good state of repair; and</p> <p>In a clean and sanitary condition</p>
12.	All temporary signage for the event must be displayed on private property only and are only to be displayed 14 days prior to the event, and all signage must be removed from display one (1) day after the event.
13.	The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
14.	The approval holder must maintain insurance that is applicable to the activity including without limitation, a public liability insurance policy which provides indemnity for each individual occurrence in an amount not less than \$20,000,000. The insurance certificate must cover the permit holder and the Somerset Regional Council against any claims whatsoever arising from the operation of the event. A certificate of currency must list Somerset Regional Council as an interested party and must be submitted to Council prior to the operation of the event.
2.	FURTHER THAT Council is able to offer the following assistance:

15.	Supplying 5 x community bins to the undeveloped section of Fernvale Memorial Park to assist with waste management during the event.
16.	Access to power supply and water from Fernvale Futures during the event.
17.	Provide a PA system.
18.	Collection of rubbish collected from an agreed location at:  (a) Twin Bridges; (b) Savages Crossing or Condamine Drive.
19.	Five tables and 10 chairs from the Fernvale Futures Building provided that the tables and chairs are wiped down and sanitised before being returned to the Fernvale Futures Building.
20.	Tables and chairs are to be picked up from 9am on Sunday, 7 March 2021 and returned to the building before 4pm on the same day."  <i>Vote - Unanimous</i>

Carried

<b>Subject:</b>	<b>Operations Report for January 2021</b>
<b>File Ref:</b>	<b>Governance – Reporting – Officer Reports</b>
<b>Action Officer:</b>	<b>CSSA (Debbie Chandler)</b>

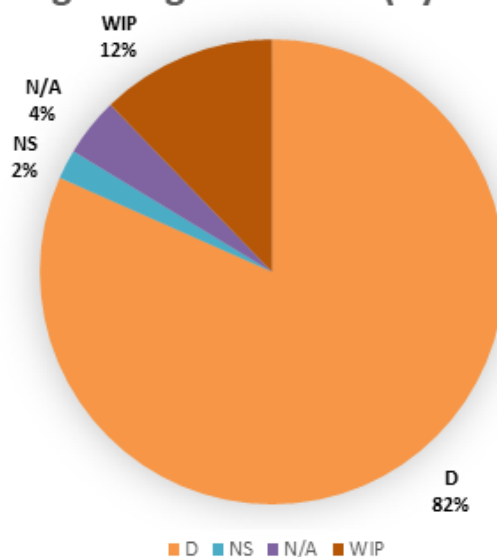
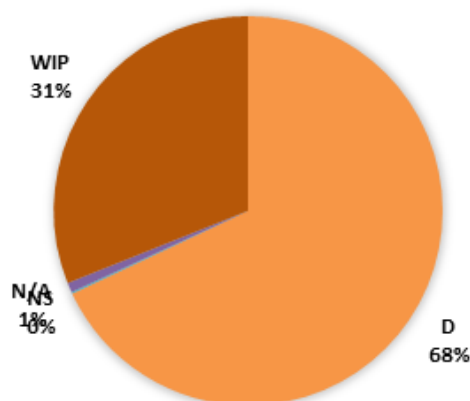
#### Technical Design Team (Michael Kinion)

##### Design Team (Michael Kinion)

This team has finalised their designs from the 2020/2021 Capital Works Program and are now concentrating on the forward works projects for consideration. The design team has provided support to the construction crews on Hope Street and Mary Street - Kilcoy, Eskdale Road and Gardener Street North - Toogoolawah and McCauley Street - Fernvale and Tetzlaffs Bridge - Mt Beppo. The team has also provided support to external contractors on the Brisbane Valley Rail Trail - Lowood.

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.

This shows the Design Program Status vs the Construction Program Status

**Design Program Status (by Count)****Design Program Status (by Budget)**

Permit	Jan-21	Jan-20
Land Access Permit	51	84
Property Access Applications	12	6
National Heavy Vehicle Regulator Permits Processed	12	22

#### **Background/Summary – Works Department (Rob Bouchier)**

##### **Weather Conditions:**

Weather has not impacted works operation in the past month, grass growth is continuing at a higher than usual rate.

##### **Gary Eastell - Foreman:**

##### **Northern Maintenance Crew (Nigel Valentine)**

The crew had been on leave for most of January. Starting back with maintenance in the Toogoolawah area before jumping back into the Mack Street project – Esk.

##### **Excavator crew (Dave Banditt)**

This crew has been assisting with burials, working on drainage maintenance works, customer

service requests and now back working at the Mack Street project - Esk. There have been four burials during January.

**Landfill (Rob Hester)**

Waste operations are continuing as normal at Esk Landfill with various customer service requests of illegal dump sites requiring clean up.

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

Most of the crew took leave late December and a part of January and have been continuing with maintenance and CSR work in the Fernvale/Lowood/Minden areas. Works have now started on Macaulay and Fox Streets in Fernvale.

**Esk Concrete Crew (Ron Ratcliffe)**

Most of the crew took leave late December and a part of January. The crew is now continuing with the Macaulay Street - Fernvale footpath/K&C project.

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

This crew took leave from late December and were back in action from mid-January with works on Mary/William Streets now ramping up to include night works (contract crew) as needed.

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

This crew was back in action mid-January with maintenance work now completed on Kangaroo Creek Road. This crew will be undertaking maintenance on Kilcoy Murgon Road for TMR over the coming weeks.

**Bob Peters – Foreman:****Bitumen Crew (Doug Maden)**

Most of the crew took leave late December and a part of January. This crew has commenced work on TMR RMPC pavement failures on D'Aguilar Highway along with CSRs on Council Roads, as needed.

**HD 45 Crews**

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

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

This crew is now back in action and will complete works on K&C replacement at Main Street, Moore before starting on the Tetzlaff bridge project.

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

This crew is continuing work within the Mary Street/William Street project in Kilcoy.

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

This crew is continuing with numerous customer service requests for TMR and Council Roads. Other works include linemarking throughout the region.

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

This crew continues to work in conjunction with repair crew one. Vacuum excavation works continued for services location surveys on Lowood-Minden Road and Green Valley Road intersection.

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

Mowing Crews are focusing on mowing activities in townships with vigorous grass growth noted due to current conditions. Slashing Crew is focusing on roadside slashing activities on main roads and council roads with vigorous grass growth noted due to current conditions. Gardner Crews are undertaking usual duties including mowing activities. Town Stewards are undertaking usual duties including mowing activities.

**Workshop – Peter Heath****Mechanics**

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

- P 609 New Slasher – was outfitted and setup on tractor and put to work.
- P 265 Ammann roller – engine using excessive oil, engine has been dismantled and checked, engine reassembled with new rings and gaskets. Should be back in service by the end of January.
- P 686 John Deere tractor – has had a broken front window replaced.
- P 933 Water tank on the back of P.511 Kilcoy water truck – approximately 250 plastic baffle balls from inside the water tank, which are constructed of two halves, have fallen apart, these have had to be removed reassembled and secured and then refitted back into the tank.
- P 223 Cat loader from Esk depot has been stripped out and sent to auction, it has been replaced by P.240 Komatsu loader which was retained from the Construction and Maintenance Crew North which received a new loader in December.
- P 597 Water truck Construction and Maintenance Crew south – A/C compressor failed and was replaced under warranty.
- P 504 Fuso crew truck – Diagnosed with an Adblue fault which was repaired under warranty by Daimler Trucks Toowoomba.
- P 606 Kubota tractor broom – replace old air filter with a higher quality filter mounted in a better position for improved filtration for the engine. This item of plant works in an extremely dusty environment.
- Six monthly services carried out on all SES vehicles. One of the Lowood group vehicles require front brakes and hub seals. Toogoolawah Group vehicle required an axle seal.
- One repair carried out on IWS trucks. No new lease vehicles.
- Quarterly electrical test and tag on Council's portable electrical items has been carried out.
- Monthly check and start test on emergency gensets were carried out at Esk Office, Fernvale Futures and Kilcoy Depot.

**Welding Crew**

The welding crew carried out the following repairs for the month of January 2021 –

- Carried out various repairs to council assets in and around Parks and Gardens and Buildings around the Region.
- Damaged handrails were removed and replaced with new handrail in skate park in Kilcoy.
- Damaged handrail was repaired in park in Esk near Civic Centre.
- Fabricated four round sections of form work for Mary Street job Kilcoy.
- Replace damaged metal strip on the edge of the pit at Coominya Transfer Station with a new thick rubber strip.
- Carried out various repairs to Council plant.

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

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

- Gatton Esk Road delineation scheme is nearing completion.
- Wivenhoe Somerset Road and Mount Glorious Road intersection anti-skid pavement complete.
- D'Aguilar Highway (Mary Street) Kilcoy pavement rehabilitation – works continue at the Mary/ William Street intersection.
- RMPC maintenance continues in various locations on the network.
- Vegetation clearing on Brisbane Valley Hwy near Coominya Connection is ongoing
- Road audit on the RMPC network by Shepherd Services is 90% complete

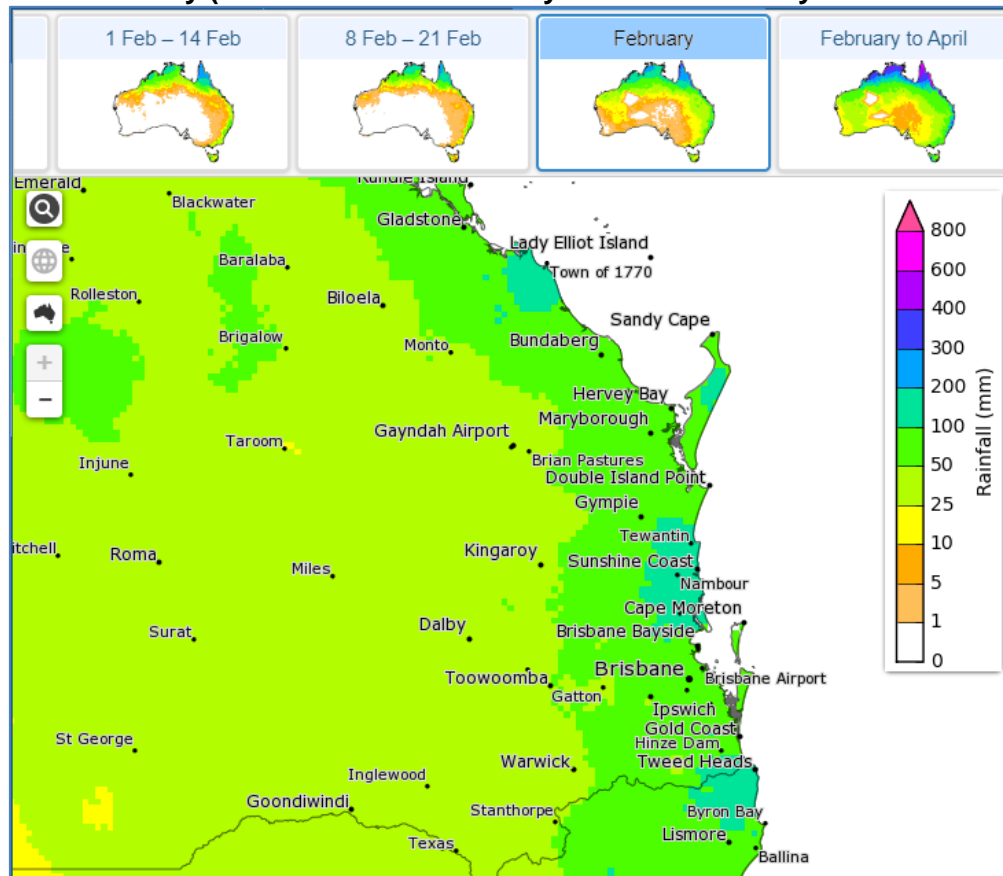
### Works carried out by Contractors

- Kerb and Channel works completed by Kerb Nation contractors on McCauley Street, Fernvale.
- Kerb and Channel work completed by Nanray Pty Ltd on Gardiner Street, Toogoolawah
- Piling works by Anora Foundations on Tetzlaff Bridge has begun.
- Various sealing works completed by RPQ.
- DRFA storm event works in Esk, Toogoolawah, Linville and Jimna areas continue to progress using multiple contractors.
- Footpath works on Peace Street, and Main St to Patrick St near completion by A&M Civil
- Rehabilitation of Jimna Land fill by Kilcoy Earthmoving is 50% complete.

### Weather Outlook (Adam Staunton)

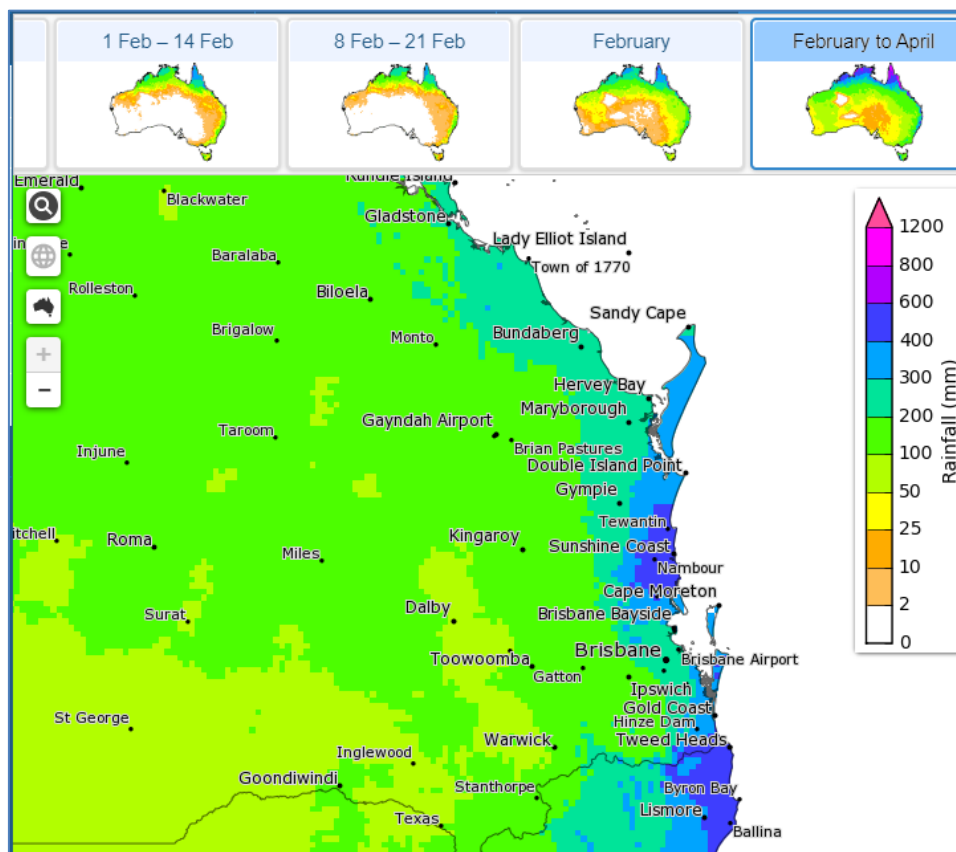
February to April is likely to be wetter than average across much of the mainland, with strongest chances of above average rainfall (greater than 70%) in northern Queensland. February is likely to be wetter than average along the Qld and NSW coasts (greater than 60% chance). Elsewhere there is no significant shift towards a wetter or drier than average month.

### Outlook for February (these are the most likely totals for January – i.e. 75% chance)



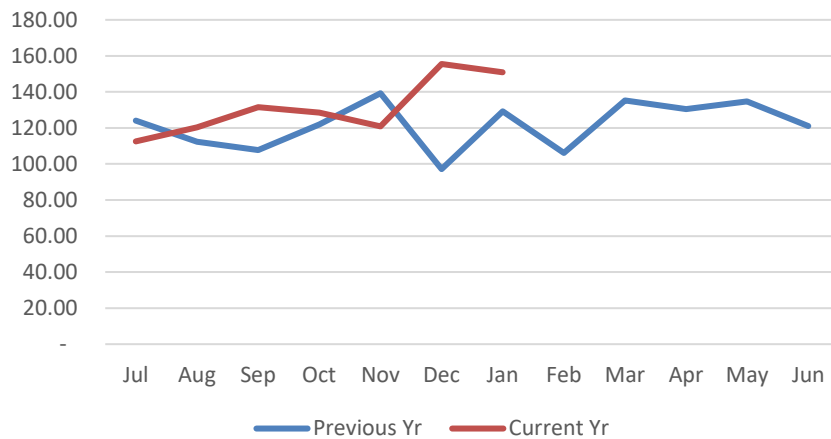
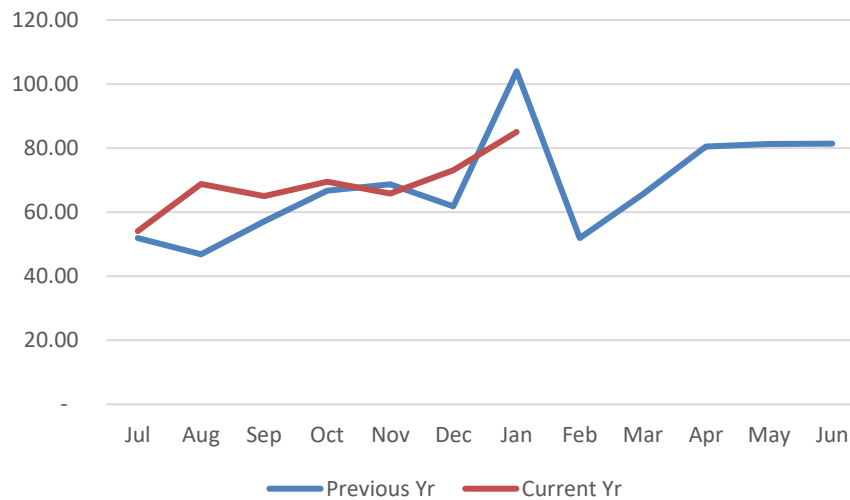
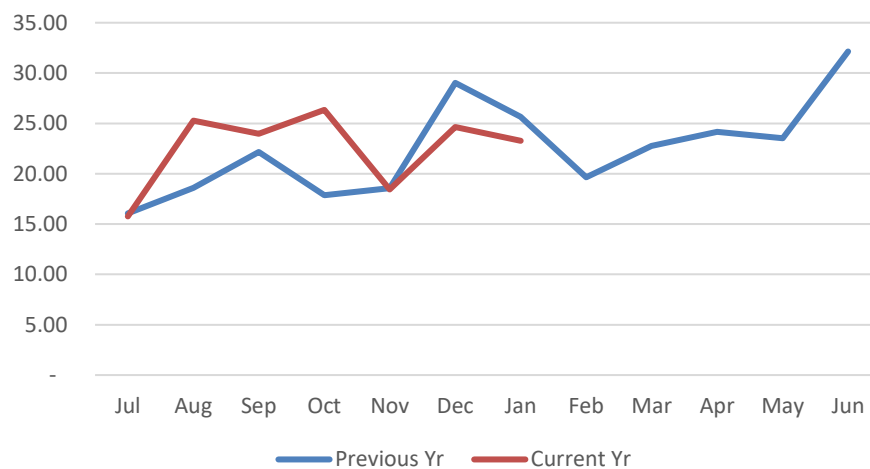


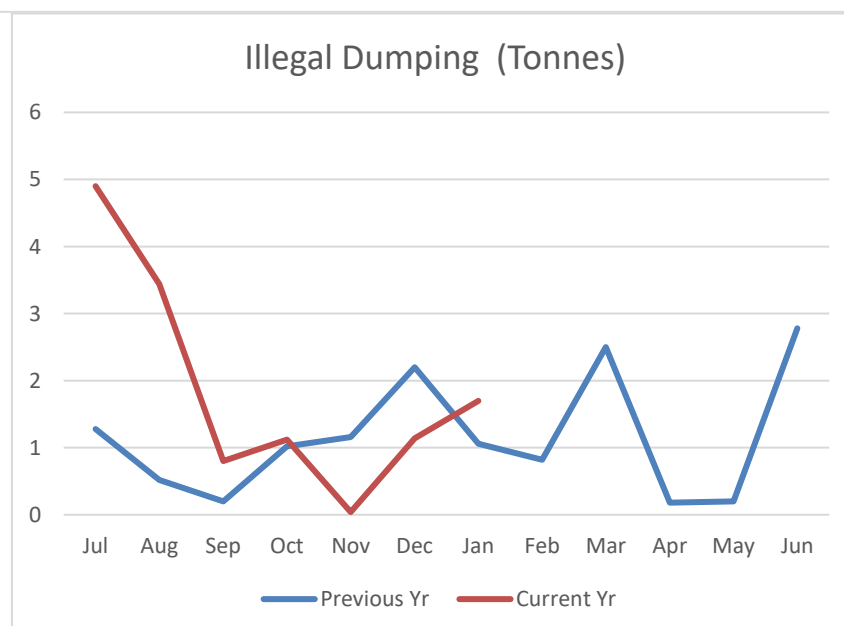
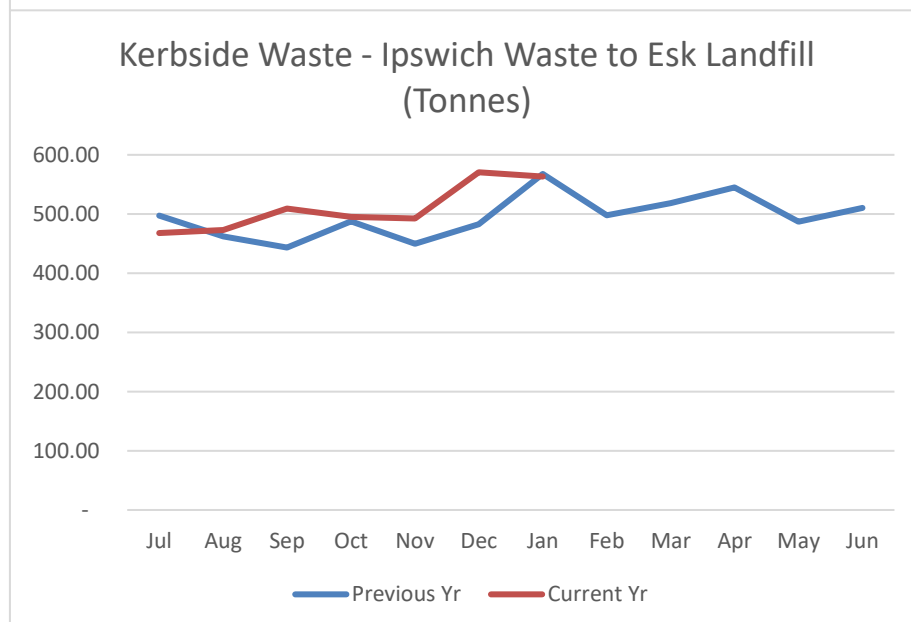
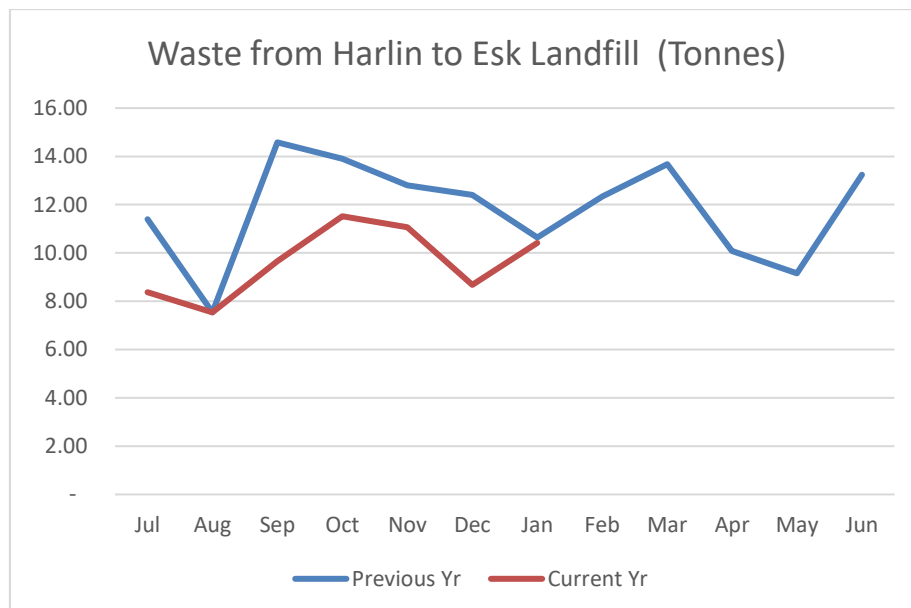
### Outlook for February to April (these are the most likely totals – i.e. 75% chance)

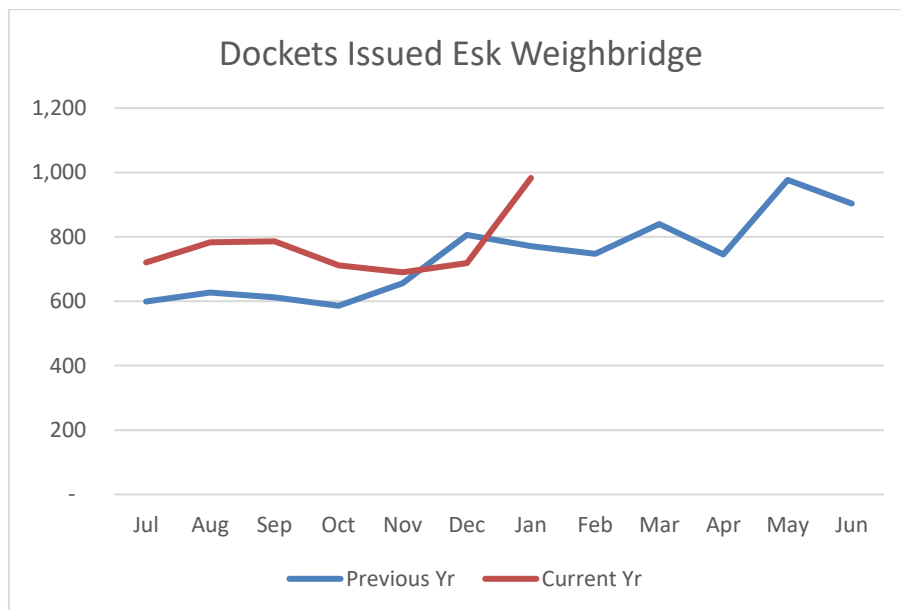


#### Local Disaster Management Group (LDMG) (Adam Staunton)

- Council has begun the process of seeking quotations for a joint project with Lockyer Valley Regional Council for the delivery of a Risk Assessment based on the Queensland Emergency Risk Management Framework (QERMF)
- High resolution cameras have been placed at Twin Bridges, Savages Crossing, Fielding Road and Lowood Bend in an effort to minimise destructive behaviour at those locations. These cameras can also serve as potential flood cameras should they be needed.
- Local Floodplain Management Plans (LFMPs) have largely been completed and are currently being imported into WaterRide.
- WaterRide forecasting system is nearing completion with training being conducted in February for key Council staff.

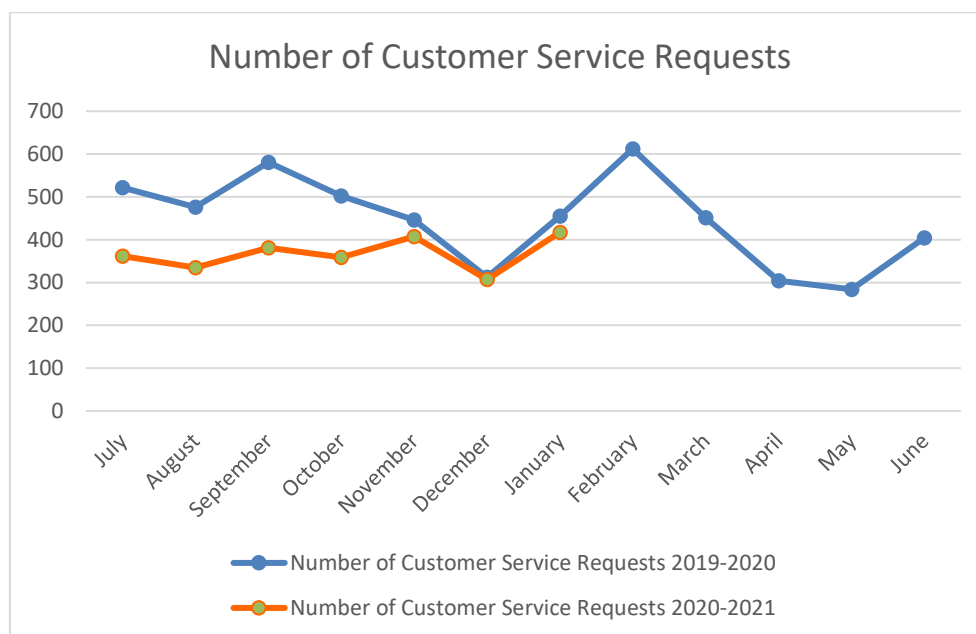
**Waste Management (Adam Staunton)****Waste from Kilcoy to Esk Landfill (Tonnes)****Waste from Coominya to Esk Landfill (Tonnes)****Waste from Esk Transfer Station to Esk Landfill (Tonnes)**



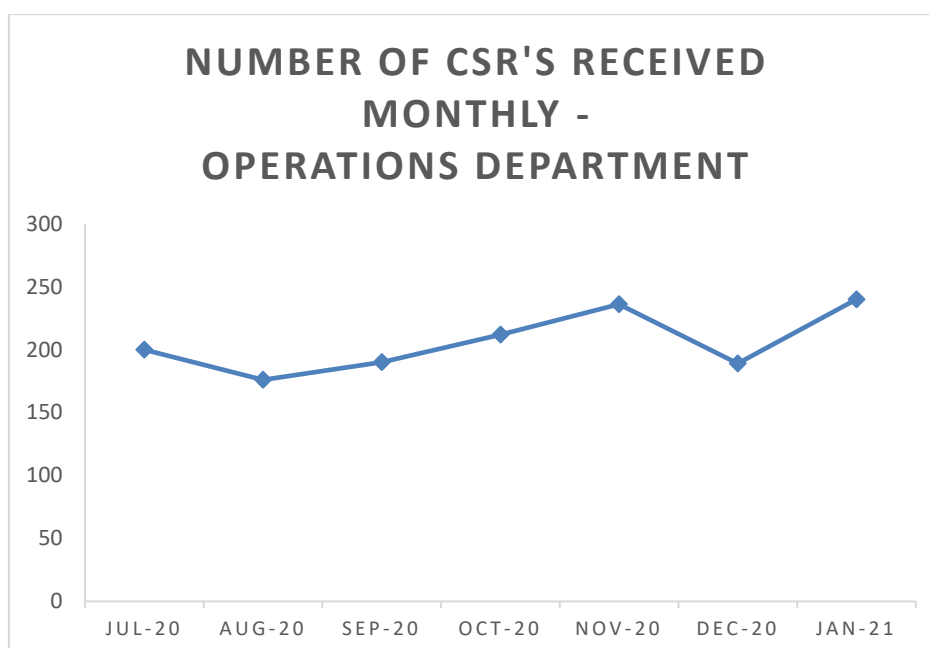


#### **Background/Summary – Customer Service Requests (Debbie Chandler)**

Council received 417 customer service requests for the month of January 2021. A copy of the report is attached for your information.



Operations Department received 240 customer service requests for the month of January 2021 as summarised below.



		<b>Jan 2021</b>
Cemeteries		2
Departmental reviews		0
Fences on roadways		1
Illegal dumping clean ups		6
Overgrown Council land		7
Parks including mowing and cleaning/maintenance park equipment including public toilets, tables and chairs, shade shelters etc.		5
Roads - bitumen		21
Roads - gravel		15
Roads - drainage		23
Roads - culverts		2
Roads - vegetation		36
Roads - footpaths		4
Roads - linemarking		2
Roads - bridgework		1
Roads – traffic furniture		18
Rural Property Number		3
Stormwater issues within private properties		1
Waste management		3
Wheelie bins (IWS) –	Cancellation of extra services	3
	Damaged lids and wheels	11
	Replacement Split Bins	26
	New Services	2
	Extra services	12
	Stolen bins	6
	Missed services	26
	Contractor Requests	3
Wheelie bins (Cleanaway) -	Cancellation of extra services	1
	Damaged lids and wheels	1
	Replacement split bins	1
	New services	1
	Extra services	0

	Stolen bins	0
	Missed services	0
	Contractor Requests	1

**Attachment**

Customer service request report for month of January 2021.

**Recommendation**

THAT Council receive the Operations Report for January 2021 and the contents noted.

**Resolution**

Moved – Cr Gaedtke

Seconded – Cr Wendt

“THAT Council receive the Operations Report for January 2021 and the contents noted.”

Carried

*Vote - Unanimous*

<b>Subject:</b>	<b>Community Assistance Grants 2020 - 2021 - Lowood and District Golf Club Inc.</b>
<b>File Ref:</b>	<b>Community Relations - Sponsorships - Donations - Doc Id 1245322</b>
<b>Action Officer:</b>	<b>DHRCS</b>

**Background/Summary**

To assist with costs associated with the contracting of preliminary planning services consisting of data review analysis, balance assessment, water modelling and design brief plans to provide information / documentation to support the group when applying for future grant applications/funding initiatives to upgrade existing water infrastructure (irrigation systems) at the Lowood Golf Course.

Amount requested:	\$22,330
Total cost of project:	\$22,330
Amount recommended to be granted:	\$ 0

**Assessor's Summary**

The applicant states:

A detailed business case has been provided with the groups application, the initial stage of the project includes preliminary planning; two options have been presented for consideration, with preference of Option 1:

- Option 1:  
Data review, balance assessment and design brief \$ 12,650
- Option 2:  
Data review, balance assessment, water modelling and design brief \$ 22,330

The second stage of the project will be the project delivery however this cannot be completed until funding for the planning stage has been obtained. The group have not requested any funding for the project delivery in this application.

- The completed revitalisation project aims to improve the functional capacity of the existing water infrastructure and will include, irrigation, sprinklers, dams, pumps and

all auxiliary equipment to provide sufficient water to irrigate the course.

- The project will benefit the local community, and improve membership and visitor rates at the Lowood Golf Course.
- The current irrigation assets are over 25 years old, an upgrade to the irrigation system will allow the club to identify how much water is being utilized, and if leaks occur, reducing environmental impact and potable water use.
- The anticipated completion date is within the 2021-2022 financial year subject to further grant and sponsorship approval.

*Due to the timeframe of the project, the group have asked for consideration outside of funding rounds.*

#### Attachments

Nil

#### Recommendation

1. THAT a collaborative approach be taken with Lowood Golf Club, West Moreton Land Care Group, Lowood Recreation Reserve and Council to assist with the costs associated with the contracting of preliminary planning services consisting of data review analysis, balance assessment, water modelling and design brief plans to assist all stakeholders with future capital grant applications to fund the upgrade of water infrastructure (with a focus on recycled wastewater) for the benefit of all users, Somerset residents and visitors.
2. THAT Council write to Urban Utilities, Lowood Golf Club, West Moreton Land Care Group, Lowood Recreation Reserve with a view to establish a collaborative to progress the opportunity of accessing recycled wastewater from the new Lowood Wastewater treatment plant.

#### Resolution

Moved – Cr Isidro

Seconded – Cr Brieschke

- “1. THAT a collaborative approach be taken with Lowood Golf Club, West Moreton Land Care Group, Lowood Recreation Reserve and Council to assist with the costs associated with the contracting of preliminary planning services consisting of data review analysis, balance assessment, water modelling and design brief plans to assist all stakeholders with future capital grant applications to fund the upgrade of water infrastructure (with a focus on recycled wastewater) for the benefit of all users, Somerset residents and visitors.
2. THAT Council write to Urban Utilities, Lowood Golf Club, West Moreton Land Care Group, Lowood Recreation Reserve with a view to establish a collaborative to progress the opportunity of accessing recycled wastewater from the new Lowood Wastewater treatment plant.”

Carried

Vote - Unanimous

<b>Subject:</b>	<b>Community Assistance Grants 2020 - 2021 – Fernvale Campdraft Association Inc.</b>
<b>File Ref:</b>	<b>Community Relations – Sponsorships – Donations - Doc Id 1254493</b>
<b>Action Officer:</b>	<b>DHRCS</b>

### Background/Summary

To assist with the costs associated with resurfacing the Fernvale recreational arena, Col Powell Reserve, Fernvale with sand to provide a suitable all-weather surface for horse events of all disciplines, to increase rider safety and suppress dust.

Amount requested:	\$47,354
Total cost of project:	\$70,910
Amount recommended to be granted:	To be considered.

### Assessor's Summary

The applicant states:

- The current surface in the Fernvale recreational arena is unsafe to hold horse events. Prior to each event the surface requires deep ripping and ripping throughout the event to make the surface safe for both horses and riders.
- Hirers of the arena are required to prepare the surface (at their own cost) prior to each event. Some hirers have chosen to use different facilities as community groups are unable to constantly facilitate the cost of hiring large tractors and rippers for their events.
- Surrounding residents would benefit from the surface being upgraded, the reserve is located in a residential area and many residents complain about dust pollution during events.
- Due to the current structure of the soil it cannot be watered to suppress the dust as it makes the surface slippery and dangerous for both horses and riders.
- The installation of an upgraded surface would also allow the arena to be used in all types of weather.
- Several different disciplines utilise the reserve and would benefit from an upgraded surface including but not limited to campdraft, rodeo, barrel racing, equestrian events, and pony club, all of which have similar surface requirements. The group have provided supporting letters from various user groups of the grounds.

The group have requested consideration outside of funding rounds due to the timeframe of the project and upcoming scheduled events.

Due to the scope and complexity of the project, further investigation was undertaken to determine the long-term sustainability of the proposed surface upgrade. An onsite meeting was held with Council engineers and Fernvale Campdraft Committee on Wednesday, 27 January 2021. Please refer to *attachment 1* - email from Council's Director of Operations which includes a review of the Fernvale Campdraft proposal and surface issues. Based on research provided, Council may wish to look at this matter from the entire region's perspective to ensure a strategic approach and investment of community funds optimised. In the immediate term, Council can assist by supporting the association with preliminary preparation works, such as slashing the site. Council Officers will continue to liaise with the Fernvale Campdraft Association to identify a more sustainable long-term solution for the arena surface.

### Attachments

Email - Review of Fernvale Campdraft proposal



**Recommendation**

THAT Council assists the Fernvale Campdraft Association with preliminary preparation works, such as slashing the site; and Council continues to liaise with the association to identify a more sustainable long-term solution to the arena surface to assist with providing a suitable venue to attract more events to the region, and identify additional sources of funding to contribute to the project.

**Resolution**

Moved – Cr Whalley

Seconded – Cr Gaedtke

“THAT Council assists the Fernvale Campdraft Association with preliminary preparation works, such as slashing the site; and Council continues to liaise with the association to identify a more sustainable long-term solution to the arena surface to assist with providing a suitable venue to attract more events to the region, and identify additional sources of funding to contribute to the project.”

Carried*Vote - Unanimous*

**Subject:** Tourism and Promotions Report January 2021  
**File Ref:** Tourism - Promotions  
**Action Officer:** CMM

**Background**

The following is the January 2021 summary of activities for Somerset visitor information centres and the communications and marketing team members.

**Visitor Statistics**

	Somerset	Brisbane	Other SEQ	Rest of state	Interstate	International	Total
<b>Esk VIC</b>	69	120	170	24	24	1	427
<b>Kilcoy VIC</b>	68	74	95	49	31	6	323
<b>Fernvale VIC</b>	79	116	61	11	15	3	285
<b>SRAG / Toogoolawah VIC</b>	85	93	111	36	6	2	333

**Motivators**

	First	Second	Third
<b>Esk</b>	Maps and directions	Glen Rock Gallery	Tourist drives
<b>Kilcoy</b>	Maps and directions	Caravan and camping	Outdoor activities
<b>Fernvale</b>	Maps and directions	Brisbane Valley Rail Trail	Tourist drives
<b>SRAG / TVIC</b>	Somerset Regional Art Gallery	Maps and directions	Heritage

**Merchandise Sold**

	First	Second	Third	Total value
<b>Esk</b>	Water bottles	Magnets and postcards	Stubby cooler and bumper sticker	\$44
<b>Kilcoy</b>	Water bottle	Bumper stickers	Magnet	\$14
<b>Fernvale</b>	Water bottle	Stubby Cooler	Magnet	\$9
<b>SRAG / TVIC</b>	Water bottle	Bumper sticker	-	\$6

**Volunteers**

	Active	Non-active	Total	Resignations	New
<b>Esk</b>	11	2	13	0	1
<b>Kilcoy</b>	9	3	12	0	0
<b>Fernvale</b>	16	0	16	0	0
<b>SRAG / TVIC</b>	11	1	12	0	0
<b>Total</b>	47	6	53	0	1

**Volunteer acknowledgement and engagement**

Volunteer familiarisation tours are being planned for 2021. Council intends to hold three famils across the year.

**Room bookings**

	Number	Total value
<b>Esk VIC</b>	-	-
<b>Kilcoy VIC</b>	1	\$0
<b>Fernvale VIC</b>	5	\$58
<b>Fernvale Community Hall</b>	8	\$605
<b>Fernvale Showgrounds</b>	-	-

**Somerset Regional Art Gallery – The Condensery**

The gallery displayed Creative Fusion by Gold Coast artists Russell Howard and Christine Cooper until Sunday, 10 January 2021. The current exhibition features work from six accomplished textile and mixed media artists. The exhibition, Through the Glass, by the Entwined Threads Art Group features artwork reflecting on the history making events of 2020. The exhibition is on display until Sunday, 15 March.

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

From the 7 January to 4 February, Glen Rock Art Gallery is exhibiting “A Fascination for Trees and Wood”, by artists Betty Williams (paintings) and Christopher J Hegney (wood turning artwork).

**Events**

Australia Day awards and citizenship ceremony was held on Tuesday, 26 January. More than 180 people attended the service and 25 conferees became Australian citizens. The Australia Day ambassador was Bob Atkinson, retired Queensland police commissioner.

Planning is now underway for trade shows, the Somerset Art Beat Festival, the week-long festival of activities to accompany the Brisbane Airshow display and more.

### **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, although Council officers have been assisting operators and creating these listings. Regional events have also been added to ATDW to be distributed to various websites including Visit Brisbane and Queensland.com, when the appropriate information and images have been received.

### **Social media**

#### *Facebook*

- Experience Somerset: 2624 (+28)
- Somerset Regional Art Gallery – The Condensery: 661 (+18)
- Tourism pages are also active for each Visitor Information Centre (four in total)

#### *Instagram*

- Experience Somerset: 1220 (+42)

### **Experience Somerset website**

- Pageviews: 7769 (up 30% this month)
- Visitors: 85% new, 15 % returning
- Peak time: sessions on Thursday, 26 January
- Most popular pages: Experience Somerset homepage (712), Somerset Park Campground (696) and Boating and Fishing (639),
- Device: 62% mobile, 33% desktop and 5 %tablet
- Referrals: Visit Brisbane (276), Queensland.com (114), Brisbane Airshow (74)

### **SEQ Food Trails**

The tourism team started visiting Somerset operators last year with 30 food operators visited by the end of 2020. Content from 16 Somerset food businesses has been added to the SEQ Food trails website, along with articles and food trails. The Somerset Food Trails website went live on Thursday, 28 January 2021. All tourism operators were emailed on 28 January and encouraged to advertise on the food trail site, if they didn't already have a presence.

Visitors, operators and Somerset residents are encouraged to share their food photos on Instagram with the hashtag #experiencesomerset. Images tagged #experiencesomerset will feed into the Somerset food trails homepage. Content and images will be updated regularly.

### **Tourism Trade Shows**

The tourism team will be attending the Moreton Bay Expo from Friday, 12 February to Sunday, 14 February at the Redcliffe Showgrounds. The team will trial this expo instead of attending the South Queensland Caravan, Camping and Boating Expo at the Nambour Showgrounds due to changes to the April expo because of COVID. The tourism team will also be attending the Outdoor Adventure and Motoring Expo in Toowoomba in August. Details for Brisbane's Let's Go Caravan and Camping Expo are yet to be released for June.

### **Somerset Tourism Strategy**

Work on the Somerset Tourism strategy is ongoing with regular catchups with consultant Sasha Lennon. A draft strategy will be ready for review in March. Consultation with key stakeholder groups prior to the Somerset Tourism Strategy being adopted by Council will occur before final council adoption and implementation.

### Brisbane Economic Development Membership

Council officers participate in fortnightly (online) catchups with the Brisbane EDA and other local governments who are members of the regional tourism authority.

#### Attachments

Nil

#### Recommendations

THAT Council receive the Tourism and Promotions Report for the month of January 2021 and that the contents be noted.

#### Resolution

Moved – Cr Isidro

Seconded – Cr Brieschke

“THAT Council receive the Tourism and Promotions Report for the month of January 2021 and that the contents be noted.”

Carried

*Vote - Unanimous*

<b>Subject:</b>	<b>Request to display artwork at Kilcoy Visitor Information Centre</b>
<b>File Ref:</b>	<b>Officers reports</b>
<b>Action Officer:</b>	<b>VISO (Veronica Eagle)</b>

#### Background/Summary

The officer managing the Kilcoy Visitor Information Centre was approached by the Kilcoy State High School to display their entry from the 2020 Archibull Prize.

The Archibull Prize 2020 saw students research an agricultural area of investigation that was important to them and their community and express their findings through a case study action project and art – specifically a life size fibreglass cow.

The Kilcoy students chose the theme of food security to decorate the life-sized cow and would like to display it at the Kilcoy Visitor Information Centre for at least one month for residents and visitors to see.

The fibreglass cow weighs 40kg and will be required to be roped off to ensure the safety of visitors in the centre as well as the artwork on the cow. The Kilcoy High School will be responsible for delivery, setting up and removing the cow from the building. Information about the Archibull Prize and the school's entry will be provided to be displayed with the cow.

There is room available in the environmental centre for the cow to be displayed.

#### Attachments

Image of life sized cow artwork

#### Recommendation

THAT Council approve the request from the Kilcoy State High School to display the Archibull prize entry (life sized cow) at the Kilcoy Visitor Information Centre.

#### Resolution

Moved – Cr Gaedtke

Seconded – Cr Brieschke

“THAT Council approve the request from the Kilcoy State High School to display the Archibull prize entry (life sized cow) at the Kilcoy Visitor

Information Centre.”

Vote - Unanimous

Carried

### Meetings authorised by Council

Nil

### Mayor and Councillor Reports

#### Cr Cheryl Gaedtke - Councillor Report

##### January 2021

- 7 Teams Meeting – 2021 Planning
- 20 Ordinary Council Meeting
- 20 Workshop Meeting
- 20 Brisbane Valley Kilcoy Landcare Meeting
- 21 Somerset Youth Leadership Camp 2021– Currimundi
- 25 Clean up Somerset Waterways and Parklands Meeting – Fernvale
- 26 Australia Day Award Celebrations – Esk
- 26 Mrs Butler – 100-year Birthday Celebrations – Esk
- 26 Kilcoy Australia Day Races
- 27 Kilcoy District Progress Alliance Committee BBQ

##### February 2021

- 2 Mt Glen Rock Steering Committee Meeting – Esk
- 2 Kilcoy PA&I Society Meeting
- 3 Somerset Dam and District Progress Assn Meeting
- 4 Brisbane Valley Heritage Trail Meeting – Yarraman
- 5 Kilcoy Art Society – Courthouse Gallery / Toogoolawah Movie – The Dry
- 6 Yowie parkrun – Second Birthday Celebrations
- 9 Kilcoy Hospital Auxiliary Meeting

It is wonderful to see that the local Show Societies are planning for their 2021 shows, and that other local community groups are also planning their events for 2021. Let's all hope that things continue to go well during the year and that there are no unforeseen circumstances that will prevent the successful staging of the planned events.

#### Cr Kylee Isidro - Councillor Report

##### January 2021

- 21 Youth Leadership camp
- 25 Clean up Australia Day meeting, Fernvale
- 26 Australia Day celebrations, Civic centre
- 26 Kilcoy Races

##### February 2021

- 2 Mount Glen Rock steering committee meeting

I would like to offer my feedback on the Youth Leadership Camp which councillors joined recently. It was wonderful to interact with the leaders from the schools, and thank you to

the Director Corporate Services and the Sport and Recreation Officer and Youth Development Officer for their work. We all enjoyed ourselves. Thank you to all staff for making the event so enjoyable and worthwhile.

### Cr Jason Wendt - Councillor Report

#### January 2021

- 20 Ordinary Council Meeting – Esk  
Workshop Meeting – Esk
- 21 Youth Leadership Camp – Currimundi
- 25 Cleanup Somerset Waterways and Parklands - Fernvale
- 26 Australia Day Celebrations and Citizenship Ceremony – Esk  
Mrs Butler's 100<sup>th</sup> Birthday Celebration – Esk  
Kilcoy Races – Kilcoy

#### February 2021

- 9 Fernvale and Lowood Neighbourhood Watch – Fernvale  
Esk Group Rural Fire Brigade Meeting – Esk

#### **Resolution**

Moved – Cr Whalley

Seconded – Cr Wendt

“THAT the verbal and written reports of Cr Gaedtke, Cr Isidro and Cr Wendt be received and the contents 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 10.06 am.