



Somerset

REGIONAL COUNCIL

Minutes of Ordinary Meeting Held Wednesday, 23 February 2022

*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 H Golinski	(Minute Secretary / Executive Assistant)
Mrs K Cope	(Acting Communications Officer)

C O N T E N T S

2022-24 Local Government Grants and Subsidies Program.....	76	Development of a Current Somerset Social Plan.....	58
Additional budget for road and bridge project design and documentation.....	53	Esk Recreation Grounds Advisory Committee Meeting –16 November 2021	54
Animal registration period extension – pandemic measures.....	50	Hassall Street Pedestrian Bridge	78
Application for Keeping more than maximum number of animals – 33 RP154297 - 00221-00000-000 - 98 Hacienda Crescent Coominya.....	14	Items for reports for future meetings	89
Business arising out of minutes of previous meeting.....	3	Kilcoy Motorcycle Club Calendar of Events – Date change Requests	62
Class rebate of rates – differential general rating category 204	53	Leave of Absence	3
Closure of Meeting	89	Matters of Public Interest	3
Community Assistance Grants 2021-2022 – Kilcoy Race Club Inc	79	Matters of public interest – Cr Gaedtke ...	3
Community Assistance Grants 2021-2022 – Qld Vintage Aeroplane Group Aust Flying Museum Inc.....	80	Matters of public interest – Cr Isidro.....	4
Confirmation of Minutes.....	3	Matters of public interest - Deputy Mayor Brieschke.....	3
Conflict of Interest	4	Mayor and Councillor Reports.....	86
Consideration of notified motions	89	Mayor Lehmann – Mayors Report.....	87
Corporate and Community Services Monthly Report – January 2022	66	Meetings authorised by Council	86
Cr Brieschke – Councillor Report	86	Opening of Meeting.....	3
Cr Gaedtke – Councillor Report.....	86	Planning and Development Department Monthly Report – January 2022	44
Cr Isidro – Councillor Report	87	Receipt of Additional Funding Due to COVID Impacts on Service Delivery ..	55
Cr Wendt – Councillor Report.....	87	Receipt of Petition.....	88
Customer Service Report	81	Reception of notices of motion for next meeting.....	89
Development Application No. 21524.....	20	Roof replacement Esk administration office - clock tower - PV solar.....	52
Development Application No. 21940.....	4	Tourism and Promotions Report - January 2022	74
		YEO Report – Post Event Report – After School Scooter Workshops.....	56
		YEO Report –Youth Consultation.....	59

Opening of Meeting

The Mayor, Cr Graeme Lehmann, opened the meeting at 9.00 am.

Leave of Absence

Nil

Confirmation of Minutes

Resolution

Moved – Cr Gaedtke

Seconded – Cr Brieschke

“THAT the Minutes of the Ordinary Meeting held 9 February 2022 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 Whalley joined the meeting at 9.02am

Matters of public interest - Deputy Mayor Brieschke

The Brisbane Valley Kilcoy Landcare Group have recently distributed their program of activities for March, April and May. A list of the activities is below, but I would like to note their General Meeting, Wednesday 16 March, 7.00pm at the Alexandra Hall, Toogoolawah, featuring guest speaker Bruce Lord, Healthy Land and Water, with a perspective on the 2021 Healthy Waterways Report Card.

Program:

Sunday 6 March – Visit to regenerated property, Eskdale, 9.30 am.

Wednesday 16 March – General Meeting, Alexandra Hall, 7.00 pm.

Saturday 19 March – Jimna Landcare Festival, Jimna Base Camp, 10.00 am.

Sunday 10 April – Visit to Land for Wildlife property, Mary Smokes Creek, 9.30 am.

Wednesday 4 May – Weed Identification Workshop, venue to be confirmed.

NB: Please book in for property visits – www.brisbanevalleykilcoylandcare.net.au

Matters of public interest – Cr Gaedtke

Bunya to the Bay is an award winning educational experience grounded in Aboriginal culture and heritage that follows the Brisbane River from source to the sea. A group of 40 selected students relay in teams to walk, cycle and canoe over 340 km of challenging river terrain. Scientific, personal, social and adventure learning experiences build the students' understanding of the many facets of the Brisbane River. An amazing and important opportunity provided by Stanley River Environmental Education Centre for State School students of all backgrounds and abilities from Years 10, 11 and 12. I encourage our residents to view the video on Youtube of the 2021 expedition, it certainly provides a deep understanding of the students' experiences.

153,000 trees have been planted at Wivenhoe Dam to increase koala habitat and water quality and is one of the biggest revegetation projects in southeast Queensland. The Wivenhoe Dam revegetation program is part of the government's \$1 billion investment to protect the

environment and create jobs as part of the state's economic recovery. The trees have been planted at seven sites on former grazing land.

Kilcoy Global Foods announced that it will build a \$50m food manufacturing factory on the Sunshine Coast. It has also announced that as a further part of its expansion plans, it is proposed to develop housing for abattoir workers at Kilcoy.

Huge congratulations to the following groups who have been successful with round 112 of the Gambling Community Benefit Funds (GCBF) :- Esk Jockey Club Inc.; Kilcoy Art Society Inc.; Kilcoy Golf Club; Kilcoy Race Club; Lowood Community Action Group Inc.; and Toogoolawah State School P and C Assn . Community groups are advised that the GCBF is holding a "super round" (round 113) and grants of up to \$100,000 is available to go towards projects that benefit local communities.

Matters of public interest – Cr Isidro

February

25	meeting with resident, Esk
25	Tennis Club Steering Committee meeting, Esk
27	Lowood Lions Youth of the Year
28	Civic Centre Advisory Committee meeting
1-3	AWLGA conference at Airlie Beach
7	Training Compulsory Drug and Alcohol
8	International Women's Day event, Kilcoy
9	Council meeting, Esk

International Women's Day on 8 March at Kilcoy Showgrounds, I encourage everyone to attend.

Conflict of Interest

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

Subject:	Development Application No. 21940
	Development Application for a Development Permit for Material Change of Use for Dwelling House (Secondary Dwelling)
File No:	DA21940
Assessment No:	80964-69000-000
Action Officer:	SP-MO

1.0 APPLICATION DETAILS

Subject Land

Location:	20 Caballo Way, Winya
Real property description:	Lot 10 SP327125
Site area:	1.131 hectares
Current land use:	Vacant land
Easements/encumbrances:	Nil identified

Somerset Region Planning Scheme (Version Four)

Zone:	General residential zone
Precinct:	Park residential precinct
Overlays:	OM8 High impact activities management area overlay OM13 Stock route management overlay

South East Queensland Regional Plan 2017

Land use category:	Urban Footprint
--------------------	-----------------

Application

Proposal:	Dwelling house (secondary dwelling)
Category of assessment:	Code assessment

Applicant details: Kayla and Bradley Spencer
2 Barron Street
MORAYFIELD QLD 4506
Owner details: Kayla and Bradley Spencer
Date application properly made: 27 January 2022

Referral agencies None required
Public notification Not required

RECOMMENDED DECISION

Approve the Development Application subject to the conditions and requirements contained in the schedules and attachments of this report.



**Locality Plan of Lot 10 SP327125
Situated at 20 Caballo Way, Winya**

2.0 PROPOSAL

The applicant proposes to construct a new dwelling house on the property, that contains both a primary and secondary dwelling. The proposed secondary dwelling is attached to and within the same building as the primary dwelling.

The proposed primary dwelling has a gross floor area of approximately 220m² and includes four bedrooms, a kitchen, multiple living spaces, bathrooms and a laundry.

The proposed secondary dwelling has a gross floor area of approximately 92m² and includes two bedrooms (shown as Bed 5 and 6 on the proposal plans), a living area, kitchen, and bathroom.

The total building has a gross floor area of approximately 430m². The secondary dwelling has internal connection to the primary dwelling via the shared laundry room as well as through the garage and has separate external entrances. The proposal plans do not provide for fire separation between the two dwellings.

The secondary dwelling is to be occupied by family members of the residents of the primary dwelling.

The application was received on 27 January 2022 and did not require public notification.

The application is to be assessed against the matters set out in section 45 and decided in accordance with section 60 of the *Planning Act 2016*.

3.0 SITE DETAILS AND SURROUNDING LAND USES

The site is a regular shaped allotment with frontage to Caballo Way, which is a sealed road in Council's road register.

The site is within the Caballo Park Estate and is zoned General residential zone - Park residential precinct. Surrounding lots within the estate share this zoning, whilst lots further to the north and west are within the Emerging community or Rural zone, reflecting that this is the edge of the urban area.

As a new estate, many lots along Caballo Way are currently vacant, however they will soon all be improved with dwelling houses and associated buildings and structures.

The development will be provided with a reticulated water connection, onsite wastewater treatment, and connection to the reticulated electricity or telecommunications networks.

The proposed development is not within 500m of any known intensive animal industry or extractive industry.

4.0 PLANNING ASSESSMENT – STATE PLANNING INSTRUMENTS

The application has been assessed in accordance with the requirements of the *Planning Act 2016*. In accordance with the Act, the assessment manager must assess the application against the assessment benchmarks within the following state planning instruments:

- the *State Planning Policy 2017*;
- the *South East Queensland Regional Plan 2017*;
- the *Planning Regulation 2017* (Schedule 10).

An assessment of the application against the state planning instruments is set out below.

4.1 State Planning Policy

A new State Planning Policy (SPP) came into effect on 3 July 2017 and is not currently reflected in the Somerset Region Planning Scheme. An assessment of the proposed development against the assessment benchmarks contained within Part E of the SPP is required.

The application has been assessed against the assessment benchmarks and the proposal is considered to comply.

4.2 South East Queensland Regional Plan 2017

The site is located within the Urban Footprint. The development application has been assessed against the provisions of the regional plan and the associated regulatory requirements and was found to be consistent.

4.3 Planning Regulation 2017 (Schedule 10)

The proposal does not impact on any regulated vegetation or koala habitats, is not located in proximity to a Queensland heritage place or local heritage place, is not known to be on the contaminated land or environmental management register, nor involves any environmentally relevant activities.

There are no assessment benchmarks from the *Planning Regulation 2017* applicable to the development.

5.0 PLANNING ASSESSMENT – LOCAL PLANNING INSTRUMENTS

An assessment against the applicable local planning instruments is set out below.

5.1 Somerset Region Planning Scheme (Version Four)

5.1.1 Strategic Framework Assessment

An assessment against the Strategic Framework assessment was not required as this development application was subject to code assessment.

5.1.2 Code Compliance Summary

The assessment below identifies how the development proposal achieves the assessment benchmarks and where the development proposal:

- (a) proposes an alternative outcome to the identified acceptable outcomes satisfying or not satisfying the corresponding performance outcomes; and
- (b) proposes an outcome where no acceptable outcome is stated in the code and the proposed outcome does not satisfy the corresponding performance outcome.

Applicable Code	Compliance with Overall Outcomes	Performance Outcomes
General residential zone code	Yes	Complies with all acceptable outcomes
Dwelling house code	Yes	Complies with all acceptable outcomes
Transport, access and parking code	Yes	Complies with all acceptable outcomes
Applicable Overlay Code	Compliance with Overall Outcomes	Performance Outcomes
None applicable	-	-

The assessment of the development proposal against the Performance Outcomes of the applicable code(s) is discussed below.

5.1.3 Performance and overall outcome assessment

The proposal does not provide any alternative solutions to the acceptable outcomes or performance outcomes of the applicable codes. As such, no assessment of the performance and overall outcomes of the codes is required.

6.0 OTHER PLANNING CONSIDERATIONS

6.1 Trunk infrastructure and services

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

6.2 Infrastructure charges

The proposed development is for a secondary dwelling, which is identified as being a residential use under Somerset Regional Council Charges Resolution (No. 1) 2021.

The draft infrastructure charges notice is attached and includes charges for the networks identified in the below sections of this report.

6.3 Water supply and sewerage

The subject land is located outside of the connections area and future connections area for both water and sewerage infrastructure under Urban Utilities' Netserv Plan. However, the property has access to the reticulated water network, and the dwelling will be required to connect to the network.

The site contains sufficient area for onsite treatment systems to be designed in accordance with the relevant regulatory requirements.

6.4 Electricity and telecommunications

The dwelling is to be connected to the reticulated electricity and telecommunications networks.

6.5 Stormwater/drainage

There are no known issues with the existing drainage of the site. Standard conditions have been included to demonstrate non-worsening for other properties.

Infrastructure charges for the stormwater network are applicable as the site is located within the Urban Footprint.

6.6 Transport network

Caballo Way is a sealed road. The proposal is considered to provide adequate sight distances at the existing crossover location. A property access location application will be required to the installation of the driveway crossover.

Infrastructure charges for the transport network are applicable.

6.7 Parks and open space

The proposal is not considered to result in an unreasonable impact on Council's parks and open space network.

Infrastructure charges for the parks and open space network are applicable as the site is located within an applicable service catchment.

7.0 REFERRAL AGENCIES

In accordance with the *Planning Regulation 2017*, there are no referral agencies applicable for this application.

Council did not seek any third-party advice for this application.

8.0 PUBLIC NOTIFICATION

As the application is subject to code assessment, public notification was not required.

9.0 CONCLUSION

The proposed development is for a material change of use for a dwelling house (secondary dwelling) on land within the park residential precinct in Winya. The proposed development complies with the acceptable outcomes of the relevant assessment benchmarks or provided alternative solutions achieving the performance outcomes. It is recommended that the application be approved, subject to the imposition of reasonable and relevant conditions as outlined in the schedules and attachments.

10.0 ATTACHMENTS

1. Proposal Plans
2. Draft Infrastructure Charges Notice

RECOMMENDED DECISION

1. THAT Council approve the Development Application for a Development Permit for Material Change of Use for Dwelling House (Secondary Dwelling) on land described as Lot 10 SP327125, situated at 20 Caballo Way, Winya, subject to the recommended conditions and requirements contained in the attachments to this report.
2. THAT the officer report for this application be published to the website as Council's Statement of Reasons in accordance with s63(5) of the *Planning Act 2016*.

SCHEDULE 1 – GENERAL CONDITIONS		
Assessment Manager		
No	Condition	Timing
1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.	At all times.
	Contour Plan, drawn by Avondale Homes, reference 10CW Sheet 2 of 16 Issue 4, dated 25/01/2022.	
	Floor Plan, drawn by Avondale Homes, reference 10CW Sheet 1 of 3 Issue 4, dated 25/01/2022.	
	Elevations 1 and 3, drawn by Avondale Homes, reference 10CW Sheet 2 of 3 Issue 4, dated 25/01/2022.	

	Elevations 2 and 4, drawn by Avondale Homes, reference 10CW Sheet 3 of 3 Issue 4, dated 25/01/2022.	
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times.
1.3	A legible copy of this development approval package is to be available on the premises.	At all times during the construction phase.
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Prior to the commencement of use.
1.5	The secondary dwelling is occupied by a relative of the principal household, which forms a single related household. <i>Note—Two dwellings for separate unrelated households on the same premises is deemed to be dual occupancy.</i>	At all times.
1.6	On-site effluent disposal is to be compliant with the relevant Australian standards.	Prior to the commencement of use.
1.7	Connect the development to the reticulated water, telecommunications, and electricity networks.	Prior to the commencement of use.
1.8	Building works and plumbing and drainage works approvals must be gained.	Before commencement of any works.
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
	Public Utilities/Infrastructure	
2.1	Bear the cost of any alterations necessary to public utilities resulting from compliance with the conditions of this approval.	At all times.
2.2	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions whether carried out by Council, or otherwise.	At all times.
2.3	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	At all times.
	Stormwater drainage	
2.4	Stormwater drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
	Vehicle access	
2.5	All vehicular access shall provide convenient and safe access and egress from the site.	At all times.

2.6	The landowner is responsible for construction and maintenance of vehicular access for the property, from the road carriageway to property boundary in accordance with Council's Policy and Standards. Approval is to be sought from Council.	At all times.
	Erosion and sediment control	
2.7	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. <p>Should the developer fail to complete the works determined by Council within the specified time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times.
SCHEDULE 3 – ENVIRONMENTAL		
<i>Assessment Manager</i>		
No	Condition	Timing
3.1	All solid, semi-solid and liquid waste generated from the construction and occupation of this approved development must be collected and disposed of by Council's contractor or other Council approved waste collector unless otherwise approved by Council.	At all times.
3.2	All construction / demolition or other waste is to be removed from the site and deposited at an approved waste disposal facility in a manner acceptable to Somerset Regional Council unless otherwise authorised by Council.	During construction phase.
3.3	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> • Burn or bury waste generated in association with this development approval at or on the development site; nor • Allow waste generated in association with this development approval to burn or be burnt or buried at or on the development site; nor • Stockpile any waste on the development site. 	At all times.
3.4	<p>The holder of this development approval must not:</p> <ul style="list-style-type: none"> • Release stormwater runoff into a roadside gutter/swale, stormwater drain or water that results in a build-up of sand, silt or mud in the gutter, drain or water; or • Deposit sand, silt or mud in a roadside gutter, stormwater drain or water; or in a place where it could reasonably be expected to move or be washed into a roadside gutter/swale, stormwater drain or water and result in a build-up of sand, silt or mud in the gutter, drain or water. 	During construction phase.
SCHEDULE 4 – ADVICE		
<i>Assessment Manager</i>		

This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> , and development may commence in accordance with section 72.
Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the first change of the use under the approval does not start within the currency period – being six (6) years starting the day the approval takes effect.
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.
The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the <i>Planning Act 2016</i> . For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the <i>Planning Act 2016</i>).
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Operations department if in Council's opinion a dust nuisance exists.
Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards.
This development approval is for the proposed development only. Any additional structures proposed may require their own planning approval and will be assessed on its own merits.

Attachments for the Decision Notice include:

- Contour Plan, drawn by Avondale Homes, reference 10CW Sheet 2 of 16 Issue 4, dated 25/01/2022.
- Floor Plan, drawn by Avondale Homes, reference 10CW Sheet 1 of 3 Issue 4, dated 25/01/2022.
- Elevations 1 and 3, drawn by Avondale Homes, reference 10CW Sheet 2 of 3 Issue 4, dated 25/01/2022.
- Elevations 2 and 4, drawn by Avondale Homes, reference 10CW Sheet 3 of 3 Issue 4, dated 25/01/2022.
- Draft Infrastructure Charges Notice

Resolution	Moved – Cr Wendt	Seconded – Cr Gaedtke
	<ol style="list-style-type: none"> 1. "THAT Council approve the Development Application for a Development Permit for Material Change of Use for Dwelling House (Secondary Dwelling) on land described as Lot 10 SP327125, situated at 20 Caballo Way, Winya, subject to the recommended conditions and requirements contained in the attachments to this report. 2. THAT the officer report for this application be published to the website as Council's Statement of Reasons in accordance with s63(5) of the <i>Planning Act 2016</i> 	

SCHEDULE 1 – GENERAL CONDITIONS*Assessment Manager*

No	Condition	Timing
1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval. Contour Plan, drawn by Avondale Homes, reference 10CW Sheet 2 of 16 Issue 4, dated 25/01/2022. Floor Plan, drawn by Avondale Homes, reference 10CW Sheet 1 of 3 Issue 4, dated 25/01/2022. Elevations 1 and 3, drawn by Avondale Homes, reference 10CW Sheet 2 of 3 Issue 4, dated 25/01/2022. Elevations 2 and 4, drawn by Avondale Homes, reference 10CW Sheet 3 of 3 Issue 4, dated 25/01/2022.	At all times.
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times.
1.3	A legible copy of this development approval package is to be available on the premises.	At all times during the construction phase.
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Prior to the commencement of use.
1.5	The secondary dwelling is occupied by a relative of the principal household, which forms a single related household. <i>Note—Two dwellings for separate unrelated households on the same premises is deemed to be dual occupancy.</i>	At all times.
1.6	On-site effluent disposal is to be compliant with the relevant Australian standards.	Prior to the commencement of use.
1.7	Connect the development to the reticulated water, telecommunications, and electricity networks.	Prior to the commencement of use.
1.8	Building works and plumbing and drainage works approvals must be gained.	Before commencement of any works.

SCHEDULE 2 – ENGINEERING*Assessment Manager*

No	Condition	Timing
	Public Utilities/Infrastructure	
2.1	Bear the cost of any alterations necessary to public utilities resulting from compliance with the conditions of this approval.	At all times.
2.2	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions whether carried out by Council, or otherwise.	At all times.

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

	<ul style="list-style-type: none"> Release stormwater runoff into a roadside gutter/swale, stormwater drain or water that results in a build-up of sand, silt or mud in the gutter, drain or water; or Deposit sand, silt or mud in a roadside gutter, stormwater drain or water; or in a place where it could reasonably be expected to move or be washed into a roadside gutter/swale, stormwater drain or water and result in a build-up of sand, silt or mud in the gutter, drain or water. 	construction phase.
SCHEDULE 4 – ADVICE		
Assessment Manager		
This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> , and development may commence in accordance with section 72.		
Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the first change of the use under the approval does not start within the currency period – being six (6) years starting the day the approval takes effect.		
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .		
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.		
The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the <i>Planning Act 2016</i> . For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the <i>Planning Act 2016</i>).		
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.		
Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Operations department if in Council's opinion a dust nuisance exists.		
Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards.		
This development approval is for the proposed development only. Any additional structures proposed may require their own planning approval and will be assessed on its own merits.		
<p style="text-align: right;"><u>Carried</u></p> <p><i>Vote - Unanimous</i></p>		

Subject:	Application for Keeping more than maximum number of animals – 33 RP154297 - 00221-00000-000 - 98 Hacienda Crescent Coominya
File Ref:	LICENCING – LOCAL LAWS – Keeping of Animals
Action Officer:	Malcolm Clark, Regulatory Service Officer

Background/Summary

Application Details

Council received an application to keep six dogs from the owner of 98 Hacienda Crescent, Coominya. The application relates to small breeds including six German Hunting Terriers.

Regulatory Services Officers conducted an inspection of the site with the property occupier on 8 February 2022 and noted the following:

- There is one dwelling located on the property.
- All dogs are microchipped and none are de-sexed.
- The small dogs have access to a fenced area behind the house and have elevated kennels.
- The property fencing is constructed of chain wire fencing and is in good condition and adequate to contain dogs at time of inspection.

Assessment Summary

Complaint History

Council has not received complaints regarding dogs kept at this property.

Submissions

During the submission period, Council did not receive submissions from persons who were in receipt of the notification.

Local Law Assessment

The below table is an assessment of the application based on *Subordinate Local Law No. 1.5 (Keeping of Animals) 2011, Schedule 1, number 4.*

Criteria:	Compliance (Y/N)
(1) Whether the premises on which the animal or animals can be effectively and comfortably kept on the premises.	Y
Comments: The six dogs can be comfortably and effectively housed.	
(2) Whether a residence exists on the premises.	Y
Comments: A dwelling exists on the premises which is separate from the dog enclosures.	
(3) Whether a proper enclosure is maintained on the premises in accordance with the requirements of <i>Local Law No. 2 (Animal Management) 2011</i> .	Y
Comments: The enclosure at the time of inspection meets the requirements of schedule 8 of <i>Subordinate Local Law No. 1.5 (Keeping of Animals) 2011</i> , preventing the dogs from going under over or through the fence and are made from firm and strong materials.	
(4) Whether the applicant for the approval or some other suitable person to supervise the animal or animals will be resident on the premises on which the animal or animals are to be kept.	Y
Comments: The applicant, his wife and two sons reside at the residence.	
(5) Whether the animal or animals will be properly supervised.	Y
Comments: The applicant, his wife and two sons will ensure constant supervision of the dogs.	

(6) If the application relates to the keeping of dogs or cats – whether the animals identified in the application are registered with the local government.	Y
Comments: Two of the six dogs AGA FORST and HUNDREAM BREE are currently registered with council.	
<p>(7) If section 14 of the Animal Management Act applies to the applicant for the approval - whether the applicant has complied with the requirements of the section.</p> <p>14. <i>Owner must ensure cat or dog is implanted</i></p> <p>1) <i>A person who is or becomes an owner of a cat or dog that is not implanted with a PPID must ensure the cat or dog is implanted with a PPID before it is 12 weeks old unless the person has a reasonable excuse.</i></p> <p><i>Maximum penalty—20 penalty units.</i></p> <p><i>Note — A cat or dog that is more than 12 weeks old on the commencement of this section need not be implanted with a PPID unless it is supplied. See section 43Y.</i></p> <p>2) <i>It is a defence to a prosecution for an offence against subsection (1) for the defendant to prove—</i></p> <p>a) <i>here is a signed veterinary surgeon's certificate for the cat or dog stating that implanting it with a PPID is likely to be a serious risk to the health of the cat or dog; or</i></p> <p>b) <i>for a dog, the ownership is to use it as—</i></p> <p><i>(i) a government entity dog; or</i></p> <p><i>(ii) a working dog; or</i></p> <p><i>(iii) another class of dog prescribed under a regulation.</i></p>	Y
Comments: All six dogs residing on the premises are microchipped.	
(8) Whether the applicant is a suitable person to hold the approval.	Y
Comments: Council has no information to suggest that the applicant is not a suitable person.	
<p>(9) Whether the grant of the approval for the prescribed activity on the premises is likely to –</p> <p>a) cause nuisance, inconvenience or annoyance to occupiers of adjoining land; or</p> <p>b) affect the amenity of the surrounding area; or</p> <p>c) have a deleterious effect on the local environment or cause pollution or other environmental damage.</p>	N
<p>Comments:</p> <p>a) Not likely to cause a nuisance – Enclosures have been erected on the property to contain the dogs.</p> <p>b) Not likely to affect the amenity surrounding area.</p> <p>c) Not likely to affect the environment.</p>	
<p>(10) If the application relates to the keeping of cats –</p> <p>a) whether the cats have been desexed; and</p> <p>b) whether the cats have been fitted with an approved microchip.</p>	N/A
Comments: The application does not relate to the keeping of cats.	
<p>(11) If the application relates to the keeping of an animal or animals on multi residential premises –</p> <p>a) whether the applicant - is entitled to make use of a common area; and</p>	N/A

b) whether the applicant has exclusive possession and control of the whole or a part of the common area for the purpose of keeping the animal or animals; and c) whether the applicant has the written permission of the person or body which manages or controls the common area to use the common area, or a part of the common area, for the purpose of keeping the animal or animals.	
Comments: The application does not relate to the keeping of an animal on multi-residential premises.	
(12) Where the animal or animals are to be kept on premises other than multi residential premises and the applicant is not the owner of the premises - whether the applicant has the written permission of the owner of the premises to keep the animal or animals on the premises.	N/A
Comments: Not applicable. The applicant is the owner of the premises.	
(13) Whether the applicant has been refused a similar type of approval by the local government or another local government.	N
Comments: The applicant has not been refused a similar application.	
(14) If the application relates to the keeping of dogs on an allotment, the local government may only grant an approval if it is satisfied that no dog which is a regulated dog is kept on the allotment.	N
Comments: No regulated dogs reside at the property.	
(15) If the application relates to the keeping of up to 4 dogs over the age of 3 months on an allotment which is located outside a designated area and has an area of 10,000m ² or more – whether the applicant for the approval is a current member of an approved entity.	Y
Comments: The application is for the keeping a maximum up to 6 dogs. It should be noted that up to 4 dogs can be approved on this size allotment. The allotment is located outside the designated area and has an area of 1.775ha (17,775m ²). The applicant is registered with Dogs Queensland – 4100099663	
(16) If the application relates to the keeping of up to 6 dogs over the age of 3 months on an allotment which is located outside a designated area and has an area of 20,000m ² or more – whether the applicant for the approval is an accredited breeder.	N (Land size is under 2ha)
Comments: The allotment is located outside of a designated area with an area of 1.75ha (17,775m ²).	

Attachments

1. Locality Plan
2. Photographs of the fencing/enclosure

Recommendation

That Council grant approval to keep more than the maximum number of four dogs under *Local Law No.1 (Administration) 2011* and *Subordinate Local Law No. 1.5 (Keeping of Animals) 2011*:

1. On land described as Lot 33 on RP154297, situated at 98 Hacienda Crescent, Coominya;
2. For dogs described in **Schedule 1** below; and
3. Subject to the conditions set out in **Schedule 2** below.

Schedule 1

Description of dogs:					
Name	Breed	Colour	Sex (M/F)	Desexed (Y/N)	Microchip No.
Aga Forst	German Hunting Terrier	Brown	M	N	688035000094213
Hundream Bree	German Hunting Terrier	Black and Fawn	F	N	981000300616581
To be advised.					
To be advised.					

Schedule 2

No.	CONDITION
1.0	LOCAL LAW
1.1	The approval holder must take all reasonable steps to prevent the dogs from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other premises.
1.2	The approval holder must at all times maintain a proper enclosure in accordance with Schedule 8 of <i>Subordinate Local Law No. 2 (Animal Management 2011)</i> .
1.3	The approval holder must ensure that any enclosure in which the dogs are kept is properly drained and that run-off is kept off adjoining premises.
1.4	The approval holder must ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected daily and, if not immediately disposed of, is kept in a waste container of a kind approved by an authorised person.
1.5	The approval holder must ensure that any enclosure in which the dogs are kept is maintained in: <ol style="list-style-type: none"> (i) a clean and sanitary condition and disinfected regularly; and (ii) an aesthetically acceptable condition.
1.6	The approval is limited to the dogs identified in Schedule 1 of this approval and two additional dogs to be registered by the applicant.
1.7	The approval holder must be a current member of an approved entity. Upon expiry of the approved entity membership, the approval holder is to forward a copy of the renewed membership to Council.
1.8	The dogs identified in Schedule 1 of this approval must hold registration with Somerset Regional Council.
1.9	The approval holder must at all times comply with provisions of the <i>Animal Management (Cats and Dogs) Act 2008</i> .

Resolution

Moved – Cr Choat

Seconded – Cr Brieschke

“That Council grant approval to keep more than the maximum number of four dogs under *Local Law No.1 (Administration) 2011* and *Subordinate Local Law No. 1.5 (Keeping of Animals) 2011*:

1. On land described as Lot 33 on RP154297, situated at 98 Hacienda Crescent, Coominya;
2. For dogs described in **Schedule 1** below; and
3. Subject to the conditions set out in **Schedule 2** below

Schedule 1

Description of dogs:					
Name	Breed	Colour	Sex (M/F)	Desexed (Y/N)	Microchip No.
Aga Forst	German Hunting Terrier	Brown	M	N	688035000094213
Hundream Bree	German Hunting Terrier	Black and Fawn	F	N	981000300616581
To be advised.					
To be advised.					

Schedule 2

No.	CONDITION
1.0	LOCAL LAW
1.1	The approval holder must take all reasonable steps to prevent the dogs from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other premises.
1.2	The approval holder must at all times maintain a proper enclosure in accordance with Schedule 8 of <i>Subordinate Local Law No. 2 (Animal Management 2011)</i> .
1.3	The approval holder must ensure that any enclosure in which the dogs are kept is properly drained and that run-off is kept off adjoining premises.
1.4	The approval holder must ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected daily and, if not immediately disposed of, is kept in a waste container of a kind approved by an authorised person.
1.5	The approval holder must ensure that any enclosure in which the dogs are kept is maintained in: <ol style="list-style-type: none"> (i) a clean and sanitary condition and disinfected regularly; and (ii) an aesthetically acceptable condition.
1.6	The approval is limited to the dogs identified in Schedule 1 of this approval and two additional dogs to be registered by the applicant.
1.7	The approval holder must be a current member of an approved entity. Upon expiry of the approved entity membership, the approval holder is to forward a copy of the renewed membership to Council.
1.8	The dogs identified in Schedule 1 of this approval must hold registration with Somerset Regional Council.
1.9	The approval holder must at all times comply with provisions of the <i>Animal Management (Cats and Dogs) Act 2008</i> .
	<u>Carried</u>
	<i>Vote - Unanimous</i>

Subject:	Development Application No. 21524
File No:	DA21524
Assessment No:	02807-10260-000
Action Officer:	SP – MO

1.0 APPLICATION SUMMARY

Subject Land

Location:	Russell Road, Lowood Peregrine Drive, Lowood
Real property description:	Lot 504 SP264094 Lot 612 SP254147 Lot 613 SP254147
Site area:	Lot 504 – 12.422 hectares Lot 612 – 4.622 hectares Lot 613 – 6.484 hectares Total – 23.528 hectares
Current land use:	Undeveloped (balance lots from previous stages)
Easements/encumbrances:	Various easements adjoining established lots protecting water, sewerage, inter-allotment drainage, and electricity infrastructure.

Somerset Region Planning Scheme (Version Four)

Zone:	General residential zone
Overlays:	OM4 Bushfire hazard overlay OM8 High impact activities management area overlay OM10 Landslide hazard overlay OM12 Scenic amenity overlay

South East Queensland Regional Plan 2017

Land use category:	Urban Footprint
--------------------	-----------------

Application

Proposal:	Reconfiguring a lot (three lots into 79 lots)
Category of assessment:	Code assessment
Applicant details:	Lowood Developments Pty Ltd c/- ONF Surveyors PO Box 896 KINGAROY QLD 4610
Owner details:	Lowood Developments Pty Ltd
Date application received:	5 October 2021
Date application properly made:	22 October 2021

Referral Agencies

State Assessment and Referral Agency

Public Notification

Not applicable

RECOMMENDED DECISION

Approve the Development Application subject to the conditions and requirements contained in the schedules and attachments of this report.



**Locality Plan of Lot 504 SP26409, Lot 612 SP254147, and Lot 613 SP254147
Situated at Russell Road and Peregrine Drive, Lowood**

2.0 PROPOSAL

This application seeks approval for a development permit for a reconfiguring a lot (three lots into 79 lots) on land at Russell Road and Peregrine Drive, Lowood formally described as Lot 504 SP26409, Lot 612 SP254147, and Lot 613 SP254147. This application seeks a revised development outcome over the balance of the Eagle Rise estate.

The application proposes to develop the balance of the site into a mixture of general residential, large lot residential and park residential lots. This approach has been taken over the previously approved expansion of the general residential lots to minimise the extent of earthworks required to create new lots, as well as reduce the infrastructure demand for water and sewerage networks at the higher elevation. This approach will also enable a transition of lots at the edge of the urban landscape, providing for park residential to adjoin areas beyond the urban footprint of such slope that future general residential is unlikely to be achieved.

The application does not propose further improvements, building works, or additional land uses for each of the created lots. The proposed plan of subdivision is provided in the attachments to this report.

The proposal involves the following:

Lot Mix	Number of Lots	Lot Number
< 1000m ²	4	28, 38, 39, 76
1000m ² – 2000m ²	44	3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 14, 15, 27, 29, 30, 31, 36, 37, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 56, 57, 58, 59, 60, 61, 62, 63, 73, 74, 75, 77, 78, 79
2000m ² – 3000m ²	14	1, 2, 12, 16, 17, 26, 32, 33, 34, 35, 52, 53, 54, 55
4000m ² – 6000m ²	10	18, 19, 64, 65, 67, 68, 69, 70, 71, 72
6000m ² – 7000m ²	7	20, 21, 22, 23, 24, 25, 66

Stage one will seek to develop 23 lots (Lots 38–53, 61–63, and 76–79).

Stage two will develop 19 lots (Lots 54–60 and 64–75). This will conclude the eastern half of the Eagle Rise Estate.

Stage three will develop 15 lots (Lots 7–21).

Stage four will develop 22 lots (Lots 1–6 and 22–37). This will conclude the entirety of the Eagle Rise estate.

The application will be assessed against the matters set out in section 45 and decided in accordance with section 60 of the *Planning Act 2016*.

3.0 SITE DETAILS AND SURROUNDING LAND USES

3.1 Approval history

On 9 March 2005, the former Esk Shire Council approved a Combined Application for Material Change of Use and Reconfiguring a Lot that sought to create the (then called) Panorama Rise Estate. The MCU sought residential use for the land and the RAL sought a development permit for the first stage. Council reference DA3682.

On 27 February 2008, the former Esk Shire Council approved a Request to Change Development Approval seeking to make various design changes, including improved road layout, stormwater management, lot mix, removal of townhouse and childcare centre site. Council reference DA3682. The change related to conditions appears to retroactively align with the RAL development permits given in 2007.

On 8 August 2007, the former Esk Shire Council approved a Reconfiguring a Lot for Stages 2 – 5A of the Eagle Rise Estate. Council reference: DA6174. This approval has substantially commenced, with several stages constructed and endorsed/lots registered.

On 12 September 2007, the former Esk Shire Council approved a Reconfiguring a Lot for Stages 7 and 7A of the Eagle Rise Estate. Council reference: DA6311. Whilst several extensions to the currency period have been given, and the roll over provisions of SPA continued to apply, it is unclear if this approval remains current.

On 20 December 2007, the former Esk Shire Council approved a Reconfiguring a Lot for Stages 9 to 13 of the Eagle Rise Estate. Council reference: DA6724. This approval has substantially commenced, with several stages constructed and endorsed/lots registered.

This application is to replace the current/previously approved layouts of Stage 5, 5A, 7, 7A, 12, and 13 of Eagle Rise.

3.2 Site Details

The site consists of three balances parcels formed from the existing stages of Eagle Rise, and as such as irregularly shaped. The lots have access to various streets within the estate, as well as frontage to Russell Road, an unused road reserve. The proposal provides connections to Russell Road should the road be constructed in the future. A pedestrian pathway at the southwest corner of the site is provided to connect the estate to Russell Road, which will also contain trunk water infrastructure.

The lots contain the highest portions of the Eagle Rise estate, and as such slope increases significantly at the southern end of the site.

3.3 Surrounding Land Uses

The site is currently zoned General residential, aligning with the development outcomes approved and already constructed over the balance of the estate. Land to the south-east of the site is within the Rural zone, reflecting the edge of the urban footprint. Land to the north, and west is in either the General residential zone – Park residential precinct, or within the Emerging community zone where it is identified as generally being suitable for future park residential uses. Land to the east is generally zoned Emerging community, with a mixture of general residential and park residential development types envisaged.

4.0 PLANNING ASSESSMENT – STATE PLANNING INSTRUMENTS

The application has been assessed in accordance with the requirements of the *Planning Act 2016*. In accordance with the Act, the assessment manager must assess the application against the assessment benchmarks within the following state planning instruments:

- the State Planning Policy 2017;
- the South East Queensland Regional Plan 2017;
- the *Planning Regulation 2017* (Schedule 10).

An assessment of the application against the state planning instruments is set out below.

4.1 STATE PLANNING POLICY

A new State Planning Policy (SPP) came into effect on 3 July 2017 and is not currently reflected in the Somerset Region Planning Scheme. An assessment of the proposed development against the assessment benchmarks contained within Part E of the SPP is required.

The application has been assessed against the assessment benchmarks and the proposal is considered to comply.

4.2 SOUTH EAST QUEENSLAND REGIONAL PLAN 2017

The site is located within the Urban Footprint. The development application has been assessed against the provisions of the regional plan and the associated regulatory requirements and was found to be consistent.

4.3 PLANNING REGULATION 2017 (SCHEDULE 10)

The proposal does not result in any impact to areas of vegetation mapped as being regulated vegetation or koala habitat, is not located in proximity to a Queensland heritage place or local heritage place and is not known to be on a contaminated land register.

4.3.1 Walkable Neighbourhoods (Schedule 12A)

As the proposal is for a reconfiguring a lot in the general residential zone that includes the construction of new roads, the State's assessment benchmark for reconfiguring a lot applies. The application has been assessed against the requirements of Schedule 12A, and subject to the recommended conditions, is considered to comply.

The recommended conditions outline the minimum standard of footpaths and street trees that must be provided.

5.0 PLANNING ASSESSMENT – LOCAL PLANNING INSTRUMENTS

An assessment against the applicable local planning instruments is set out below.

5.1 SOMERSET REGION PLANNING SCHEME (VERSION FOUR)

5.1.1 Strategic Framework Assessment

An assessment against the Strategic Framework assessment was not required as this development application was subject to code assessment.

5.1.2 Code Compliance Summary

The assessment below identifies how the development proposal achieves the assessment benchmarks and where the development proposal:

- Proposes an alternative outcome to the identified acceptable outcomes satisfying or not satisfying the corresponding performance outcomes; and
- Proposes an outcome where no acceptable outcome is stated in the code and the proposed outcome does not satisfy the corresponding performance outcome.

Applicable Code	Compliance with Overall Outcomes	Performance Outcomes
Reconfiguring a lot code	Yes	Nil
Services, works and infrastructure code	Yes	PO2

Transport, access and parking code	Yes	Nil
Applicable Overlay Code	Compliance with Overall Outcomes	Performance Outcomes
Bushfire hazard overlay code	Yes	Nil
Landslide hazard overlay code	Yes	PO1

The assessment of the development proposal against the Performance Outcomes of the applicable code(s) is discussed below.

5.1.3 Performance Outcome Assessment

Services, works and infrastructure code

Performance outcome	Acceptable outcome
PO2 Provision is made for the treatment and disposal of sewage and effluent to protect public health and prevent contamination of soils, ground water or surface water or <i>adversely impact on water quality</i> .	AO2.1 Where the <i>site</i> is located in a reticulated sewerage <i>service catchment</i> area, the <i>development</i> is connected to the reticulated sewerage supply. OR AO2.2 Where the <i>site</i> is not located in a reticulated sewerage <i>service catchment</i> area, the development is connected to an on-site and efficient on-site wastewater disposal system in accordance with <i>Queensland, Plumbing and Wastewater Code</i> and <i>Australian Standard A3500</i> .
Proposal The site is entirely located within a service catchment for water and sewerage. The application proposes each lot to be provided with a water connection, however lots that exceed 4,000m ² are not proposed to be connected to the reticulated sewerage system. Performance Outcome Assessment The performance outcome seeks to allow the use of onsite sewerage systems on lots exceeding 4,000m ² at the rear of the site, rather than requiring all lots to connect to the reticulated system. A preliminary onsite wastewater and disposal report accompanied the application and outlines that each of the proposed lots exceeding 4,000m ² has sufficient capacity for the treatment and disposal of wastewater. It is recommended that the alternative solution be accepted in this instance.	

Landslide hazard overlay code

Performance outcome	Acceptable outcome
PO1 <i>Development</i> does not cause an unacceptable increase in the level of risk to people and property as a result of landslide or potential landslide. Note - A site-specific geotechnical investigation must be undertaken to demonstrate that although the development	AO1 <i>Buildings</i> are not located in a landslide hazard area as identified on the Landslide hazard overlay maps OM0010a-b .

<p>site is located within a landslide hazard area as identified on the Landslide hazard overlay maps OM0010a-b, the landslide hazard risk is acceptable.</p>	
<p>Proposal The upper row of park residential style lots are partially contained within the Landslide hazard area.</p> <p>Performance Outcome Assessment Each of the lots in the upper row are expected to contain areas that are outside of the mapped landslide hazard area, as each of the lots are in excess of 4,000m² (with many exceeding 6,000m²).</p> <p>The planning scheme requires the submission of a site-specific geotechnical assessment for each of the future dwelling houses that would be provided, in addition to any report undertaken</p> <p>It is recommended that the alternative solution be accepted in this instance.</p>	

5.1.4 Overall Outcome Assessment

The proposal is considered to comply with all the relevant performance outcomes. As such, a detailed assessment of the overall outcomes was not required.

6.0 OTHER PLANNING CONSIDERATIONS

6.1 Trunk Infrastructure and Services

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

The site is located within the priority infrastructure area shown in the Local Government Infrastructure Plan.

6.2 Infrastructure charges

Under the Somerset Regional Council Charges Resolution (No. 1) 2021, infrastructure charges are applicable to reconfiguring a lot in the General residential zone. The draft infrastructure charges notice is attached to this report.

6.3 Water supply and sewerage

The subject land is located within the connections area/future connections area for the water network and the future connections area of the sewerage network under Urban Utilities' Netserv Plan.

The applicant proposes to connect each of the lots to the reticulated water networks, whilst only servicing lots under 4,000m² with sewerage. Lots that are greater than 4,000m² are to be treated with onsite sewerage systems, to be designed and installed as part of the future building process for each new dwelling.

Trunk water mains crossing the site are included in the LGIP and are expected to be constructed within the road and pedestrian walkway reservations. The detailed design of these networks is managed by Urban Utilities.

Infrastructure charges for the water supply and sewerage networks are managed by Urban Utilities, separate from this development application.

6.4 Electricity and telecommunications

The recommended conditions of approval require each lot to be connected to underground electricity and telecommunications networks.

The recommended conditions of approval also require a licenced surveyor certify that all property connections are entirely within the lots that they serve.

6.5 Stormwater/drainage

The proposal is not anticipated to result in a concentration of stormwater flows to any adjoining landholders, nor impact on any upstream or downstream properties. Standard stormwater conditions are included in the recommended conditions package. A detailed stormwater management plan, including inter-allotment drainage design, will be provided as part of the operational works application.

Infrastructure charges for the stormwater network are applicable as per the land is within the Urban Footprint and are as shown on the attached draft notice.

6.6 Transport network

The proposed subdivision provides a logical continuation of the local road network within the estate that meets the local service needs of the development. The State Assessment and Referral Agency has assessed the application and considers that the intersections connecting to Forest Hill Fernvale Road will continue to operate safely and efficiently.

The Local Government Infrastructure Plan identifies a collector street connection between the two existing collector streets (Sea Eagle Drive and Peregrine Drive) in a loop shape through the two halves of the estate. This connection has not been provided as identified. Rather, the two halves of the estate will be linked by various access street and access place road typologies (including joining the currently unconnected Mallard Street halves together).

This approach has been accepted as the planning assumptions for the estate envisaged a 600m² style of development throughout, with the subject application representing a significant reduction in both housing density and traffic demand in the upper reaches of the estate.

As such, there is no trunk infrastructure deliverable by the development, and no offsets are required.

The proposal is not anticipated to result in an impact in the safety and efficiency of either road network. Infrastructure charges for the transport network are applicable and are as shown on the attached draft notice.

6.6 Parks and open space

The proposal is not considered to result in an unreasonable impact on Council's parks and open space network.

Infrastructure charges for the parks and open space network are applicable as the property is located within an identified service catchment area.

7.0 REFERRAL AGENCIES

In accordance with the *Planning Regulation 2017*, there application required referral to the State Assessment and Referral Agency for matters relating to state-controlled roads. SARA advised that they had no objections to the approval of the change application, subject to the imposition of development conditions. SARA's referral agency decision will be attached to Council's decision notice and a copy has been attached to this report for Council's reference.

Council did not seek any third-party advice for this application.

8.0 PUBLIC NOTIFICATION

As the application is subject to code assessment, public notification was not required.

No comments or submissions were received.

9.0 CONCLUSION

The proposed development is for a three into 79 lot subdivision for the final stages of the Eagle Rise Estate. The development will provide for a mixture of residential, large lot residential, and park residential allotments, providing a transition between the denser residential area and the rural land beyond the hills at the rear of the Eagle Rise.

The proposed development, subject to the recommended conditions package, generally achieves the intended outcomes sought by the Somerset Region Planning Scheme (Version Four).

10.0 ATTACHMENT

1. Proposed Subdivision Plan
2. Previous Approved Layout (DA3683)
3. Stormwater Management Plan
4. SARA Referral Agency Response
5. Draft Infrastructure Charges Notice

RECOMMENDED DECISION

1. THAT Council approve the Development Application for a Development Permit for a Reconfiguring a Lot (three lots into 79 lots) on land at Russell Road and Peregrine Drive, Lowood formally described as Lot 504 SP26409, Lot 612 SP254147, and Lot 613 SP254147, subject to the recommended conditions and requirements contained in the attachments to this report.
2. THAT the officer report for this application be published to the website as Council's Statement of Reasons in accordance with s63(5) of the *Planning Act 2016*.

SCHEDULE 1 – GENERAL CONDITIONS		
<i>Assessment Manager</i>		
No	Condition	Timing
1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval. Illustrative Lot Mix Plan, drawn by Mesh Planning, for Eagle Rise, Lowood, dated 14 December 2021 Lot Mix Plan (Staging Plan), drawn by Mesh Planning (modified by ONF Surveyors), for Eagle Rise, Lowood, dated 3 September 2021. Stormwater Management Plan, Proposed Residential Development Eagle Rise Estate, Lowood, 17 Fairfield Road, Ref: 2810-SWMP01(A), prepared by Contour Consulting Engineers, dated 16 December 2021	At all times.
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme (Version Four), Planning Scheme Policies and Local Laws.	At all times.
1.3	A Licensed Surveyor must install new Survey Marks in their Prior to Council's correct positions in accordance with the Survey Plan and the endorsement of the work must be certified in writing.	Prior to request for endorsement of the Plan of Subdivision for each stage.
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Prior to request for endorsement of the Plan of Subdivision for each stage.
1.5	Pay to Council the applicable amount at the time of request for plan of subdivision endorsement for the issue of new valuations by the Department of Resources. Currently, the amount is set at \$39 per allotment.	Prior to request for endorsement of the Plan of Subdivision for each stage.

1.6	Provide certification from a Licenced Surveyor that all services (e.g. water, sewerage, drainage, electricity, telecommunications) are wholly contained within the lot that they serve.	Prior to request for endorsement of the Plan of Subdivision for each stage.
1.7	Remove any services made redundant as a result of the development and reinstate the land.	Prior to request for endorsement of the Plan of Subdivision for each stage.
1.8	The staging plan (dated 3 September 2021) provides for staging only. The approved development is to be set out as shown on the illustrative lot mix plan (dated 14 December 2021).	Prior to request for endorsement of the Plan of Subdivision for each stage.
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
	ENGINEERING	
2.1	The Applicant is to complete each stage of the development in sequence in accordance with drawing Lot Mix Plan (Staging Plan), drawn by Mesh Planning (modified by ONF Surveyors), for Eagle Rise, Lowood, dated 3 September 2021 The Applicant is not to submit to Council the Plan of Survey for a stage for endorsement until the Applicant has received endorsement of the Plan of Survey for the preceding stage.	As indicated.
2.2	Make an Operational Work application to Council and pay the required fees where an application involves road works required as stated in the following conditions.	Prior to the commencement of Operational Work.
2.3	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Regional Council Design Standards</i> .	At all times.
2.4	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions.	At all times.
2.5	Obtain Council approval for the demolition or removal of any existing buildings on site necessary for the approved development to proceed.	As part of Operational Works.
2.6	It is required that the design and construction of civil components of the Operational Work are to be certified by a Registered Professional Engineer Queensland (RPEQ), including: <ul style="list-style-type: none"> Plans and specifications must be prepared and certified with the Operational Work application. Certification that the works have been undertaken in accordance with the approved plans, specifications and to Council's requirements. 	Prior to Compliance Assessment.
	OPEN SPACE/PARK/LANDSCAPING	
2.7	The development site must be landscaped. The works must be undertaken in accordance with an operational works approval.	As part of Operational works for Landscaping Works

2.8	<p>The developer must submit a Landscape Plan for all landscaping associated with the development. The plan must be prepared by a suitably qualified and experienced Landscape Architect, horticulturist, or other person experienced in landscape design and construction. The Landscape Plan must address the performance criteria listed below:</p> <ul style="list-style-type: none"> • Comply with the Somerset Development Manual and Schedule 12A of the <i>Planning Regulation 2017</i> (including street trees). • To enhance the appearance of the development internally and externally. • To make a positive contribution to the streetscape; • To screen unsightly objects from public view; • To contribute to an environment by providing shade to reduce glare, heat absorption and radiation; • To ensure common areas are useable; • To provide long term erosion protection; • To integrate with existing vegetation and other natural features of the site and adjoining lands; and • To provide adequate vehicle sightlines and road safety. <p>The Landscape Plan must also detail:</p> <ul style="list-style-type: none"> • The typical species to be planted, consisting mainly of drought-tolerant species suitable to their individual location on site; • The number and size of plants; • The typical planting detail including preparation, backfill, staking and mulching. • The developer must prepare and landscape the site in accordance with the approved Landscape Plan, or as otherwise approved by Council. • All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development works and any ensuing defects liability period. • Apart from declared weeds and pests, trees, shrubs and landscaped areas currently existing on the subject land must be retained where possible and action taken to minimize disturbance during construction work. 	As part of Operational works for Landscaping Works
2.9	All entry statements, fences, batters, retaining walls and buffer/screen plantings must be located entirely within private land and not within the public road reserve.	At all times.
	GENERAL SERVICES	
2.10	Connect the development to a reticulated water supply, sewer infrastructure, underground electricity supply, and telecommunications utilities in accordance with acceptable standards of the relevant regulatory authority so that it is	Prior to Council's endorsement of the Plan of subdivision.

	available to each allotment.	
2.11	The applicant must provide written evidence (e.g. connection certificate) from each particular service provider stating either that each lot has been connected to applicable service, is available at a standard connection, or has a current supply agreement.	Prior to Council's endorsement of the Plan of subdivision.
2.12	Electricity/telecommunication/water supply/sewer drawings must be co-ordinated with the civil engineering design details, to ensure that service clashes are avoided.	As part of Operational Works.
	EARTHWORKS	
2.13	All earthworks to be constructed in accordance with AS3798. Fill material is to be placed, compacted, and tested by a suitably qualified inspection and testing organisation.	At all times.
2.14	Contaminated material must not be used as fill on the site. Any filling must be undertaken using inert materials only.	At all times.
2.15	Any fill, cut and other stored material must be contained within properties comprising the development application. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).	At all times.
	ROADWORKS	
2.16	Road reserve and carriageway widths to be in accordance with the <i>Somerset Regional Council Design Standards</i> .	Prior to Council's endorsement of the Plan of subdivision for each stage.
2.17	Install all traffic signs in accordance with <i>Manual of Uniform Traffic Control Device</i> .	As part of Operational Works.
2.18	All works on or adjacent to roadways must be adequately signed in accordance with the " <i>Manual for Uniform Traffic Control Devices – Part 3, Works on Roads</i> ". Any Road or lane closure must be applied for in writing to Council, and all conditions of that approval complied with during construction of the works.	Prior to commencement of and during construction of works.
2.19	Provide 6m x 3 chord truncations on property boundaries at all road intersections. Remove all improvements and obstructions from the area of the corner truncation(s) and area of dedicated road.	Prior to Council's endorsement of the Plan of subdivision.
2.20	Provide verge and access in accordance with <i>Somerset Regional Council Design Standards</i> .	As part of Operational Works.
2.21	Provide a sealed vehicle turn around area with a minimum 9 metre radius at the end of any terminating roads that are to be constructed as part of a future stage of development.	Prior to Council's endorsement of the Plan of subdivision for Stages 1, 2 and 3.
2.22	Provide a sealed vehicle turn around area at the end of the road adjacent to proposed Lots 63 and 64.	Prior to Council's endorsement of the

		Plan of subdivision for Stage 2.
2.23	<p>(a) Provide a gate or other vehicular barrier at the end of the road adjacent to proposed Lots 63 and 64 and the Russell Road road reserve.</p> <p>(b) Provide lockable bollards or other vehicular barrier at each end of the pedestrian pathway adjacent to proposed Lots 17 and 18 and the Russell Road road reserve.</p> <p>(c) Provide a gate or other vehicular barrier at the end of the roads adjacent to proposed Lots 25 and 26, and the Russell Road road reserve.</p>	<p>Prior to Council's endorsement of the Plan of subdivision for Stage 1.</p> <p>Prior to Council's endorsement of the Plan of subdivision for Stage 3.</p> <p>Prior to Council's endorsement of the Plan of subdivision for Stage 4.</p>
	STREET NAMES	
2.24	<p>Submit a list of road names for all new roads, along with the reasons for selecting such names, for the road names to be considered and approved by Council.</p> <p>The proponent is responsible for the cost of road signs and installation. Street nameplates are to comply with Council's standards.</p>	As part of Operational Works application.
	FOOTPATHS	
2.25	Provide concrete footpaths in accordance with <i>Somerset Regional Council Design Standards</i> and Schedule 12A of the <i>Planning Regulation 2017</i> .	As part of Operational Works.
2.26	Provide a 1.5m wide concrete footpath for the full length of the pedestrian pathway between Russell Road and the internal road adjacent to proposed Lots 17 and 18.	Prior to Council's endorsement of the Plan of subdivision for Stage 3.
	STREET LIGHTING	
2.27	<p>Install street lighting in accordance with AS1158 – <i>Code of Practices for Public Lighting</i> as follows:</p> <ul style="list-style-type: none"> i) Local streets and minor collectors (1 to 50 lots) – Lighting Category P5 ii) Collector Roads – Lighting Category P4. <p>Install all street lighting on the same side as footpaths, where applicable.</p> <p>Obtain certification of street lighting installation by a Registered Professional Engineer Queensland (RPEQ).</p>	Prior to Council's endorsement of the Plan of subdivision.
	VEHICLE ACCESS	
2.28	All vehicular access for new allotments shall provide convenient and safe access and egress from the site in accordance Council Standard Drawings.	Prior to Compliance Assessment.
2.29	The landowner is responsible for maintenance of vehicular access in accordance with Council's Policy and Standards. Approval is to be sought from Council and the landowner	At all times.

	must advise all potential purchasers accordingly.	
2.30	Construct a minimum 3 metre sealed driveway for the full length of each access handle to proposed Lots 18, 19 in accordance with Council standard. The access handles are to be a minimum 6 metre width.	Prior to Council's endorsement of the Plan of subdivision for Stage 3.
	STORMWATER	
2.31	Stormwater Drainage shall be constructed in general accordance with Contour, Stormwater Management Plan Proposed Residential Development Eagle Rise Estate, Lowood and dated 16 December 2021.	As part of Operational Works.
2.32	Where stormwater cannot be discharged to the kerb and channel, provide inter-allotment drainage in accordance with Queensland Urban Drainage Manual (QUDM) and Council standards.	As part of Operational Works.
2.33	Design and construction of all stormwater drainage works must comply with the relevant section/s of the Queensland Urban Drainage Manual (QUDM) and the <i>Somerset Regional Council Design Standards</i> .	As part of Operational Works.
2.34	Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
2.35	Convey stormwater flows through the development from the upstream catchment.	As part of Operational Works.
2.36	Fill, compact and grade all low-lying land being subdivided to ensure each allotment is drained adequately by gravitation to the drainage system within the proposed development.	As part of Operational Works.
2.37	Obtain permission for the discharge of stormwater drainage to a lawful point of discharge from the owners of properties affected by any stormwater discharge from the site.	As part of Operational Works.
	EASEMENTS	
2.38	Dedicate all land shown as open space and drainage on the proposal plan of subdivision as drainage reserve only. The reserve is to be dedicated at no cost to Council. The proponent in a form satisfactory to Council's Solicitor shall prepare all documentation.	Prior to Compliance Assessment.
2.39	<p>Provide an easement over stormwater and inter-allotment drainage located within private property.</p> <p>The easement widths may vary but must extend to include top of batters of open drains and/or flood paths and provide suitable means of access for machinery around headwalls and steep batters to enable maintenance operations to occur without encroachment onto private property and are to be in accordance with Queensland Urban Drainage Manual (QUDM). The easement is to be dedicated at no cost to Council</p> <p>All easement documentation shall be prepared by the proponent in a form satisfactory to Council's Solicitor.</p>	Prior to Council's endorsement of the Plan of subdivision.

	Note: Easements required for the discharge of stormwater over adjacent properties must be agreed to in writing by the owner of the property	
	EROSION AND SEDIMENT CONTROL	
2.40	Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should proposed controls prove to be ineffective, Council will require the developer to install additional measures.	At all times.
2.41	Prepare an Erosion and Sediment Control Plan designed by a Registered Professional Engineer Queensland (RPEQ). Implement all relevant sediment and erosion control measures and temporary fencing as identified on the approved engineering drawings as part of the operational works. All sediment control devices and sediment collection points shall be regularly monitored, sediment removed as necessary and devices maintained responsibly during construction and maintenance period of the development works.	As part of the lodgement of the Operational Works application.
2.42	Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will: <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. Should the developer fail to complete the works determined by Council within the specified time, the Council will complete the work and recover all costs from the developer associated with the work.	At all times.
2.43	Measures shall be applied to prevent site vehicles tracking sediment and other pollutants onto adjoining streets during the course of the project, and to prevent dust nuisance.	At all times.
2.44	All declared weeds and pests are to be removed from the subject land and kept clear of such nuisance varieties during the course of operations.	At all times.
2.45	Apart from declared weeds and pests, areas with trees, shrubs and landscaping currently existing on the subject land must be retained where possible and action taken to minimise disturbance during construction work.	As part of Operational Works.
2.46	Where vegetation is removed, the vegetation waste shall be disposed of by: <ul style="list-style-type: none"> i) Milling; ii) Chipping and/or mulching iii) Disposal at an approved waste disposal facility. No incineration of vegetation or waste will be permitted at the site. Waste other than vegetation waste, generated as a result of the operations shall be disposed of to an approved	At all times.

	disposal facility.	
SCHEDULE 3 - REFERRAL AGENCY CONDITIONS		
Referral agency response given under section 56 of the <i>Planning Act 2016</i>		
Pursuant to section 62 of the <i>Planning Act 2016</i> , the assessment manager must, other than to the extent a referral agency's response provides advice, comply with all referral agencies' responses and include conditions exactly as stated in the response. The following referral agency responses have been received and are attached to the Decision Notice.		
3.1	Comply with the requirements of the amended referral agency response 2111-25618 SRA dated 11 January 2022 or as amended.	As indicated in the attached referral agency response.
3.2	Provide certification to Council from a suitably qualified person or the relevant agency demonstrating that the requirements of the referral agency response have been met.	Prior to request for endorsement of the Plan of Subdivision for each stage.
SCHEDULE 4 – ADVICE		
<i>Assessment Manager</i>		
This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> . <i>[A copy of section 71 will be enclosed with the Decision Notice]</i>		
Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the plan of subdivision is not provided to the local government within the 'currency period' – being four (4) years starting the day the approval takes effect.		
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .		
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.		
This development approval is for the proposed development only. Any additional uses/structures, if triggers assessable development, may require their own planning approval and will be assessed on its own merits.		
The Plan of Subdivision will not be released until all works are completed to Council's satisfaction or uncompleted works are suitably bonded.		
All works shall be carried out in accordance with the <i>Workplace, Health and Safety Act (as amended)</i> and the <i>Workplace Health and Safety Regulation (as amended)</i> .		
All Operational Work is to comply with relevant codes for design and construction.		
Construction hours are 6:30 am to 6:30 pm Monday to Saturday, with no work to be undertaken on Sundays or public holidays. Work or business which causes audible noise shall not be conducted from or on the site outside the above hours.		

<p>Upon receiving the certification by a RPEQ, and submission and approval of as constructed drawings and documentation, Council will accept the works as “On Maintenance”.</p> <p>Council will bond the developer for an amount equal to 5% of the operational works and the Developer is required to maintain all works for a period of 12 months (maintenance period) from the date of “On Maintenance”. Any defective works must be rectified within the maintenance period.</p> <p>At the end of the maintenance period the works shall be inspected and if satisfactory, shall be placed “Off Maintenance”. Bonds or other securities will be released after the works have been placed “Off Maintenance”.</p>
<p>Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.</p> <p>It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23.</p> <p>The Fire Ant Restricted Area as well as general information can be viewed on the DAF website www.daf.qld.gov.au/fireants</p>
<p>The Applicant has the Right of Appeal to the Planning and Environment Court regarding the conditions of this approval.</p> <p>Should the Applicant notify Council in writing that the conditions of approval are accepted without dispute and that the right of appeal to the Court will not be exercised, the Decision Notice may be taken to be the development permit.</p>

Attachments for the Decision Notice include:

- Illustrative Lot Mix Plan, drawn by Mesh Planning, for Eagle Rise, Lowood, dated 14 December 2021
- Lot Mix Plan (Staging Plan), drawn by Mesh Planning (modified by ONF Surveyors), for Eagle Rise, Lowood, dated 3 September 2021
- Stormwater Management Plan, Proposed Residential Development Eagle Rise Estate, Lowood, 17 Fairfield Road, Ref: 2810-SWMP01(A), prepared by Contour Consulting Engineers, dated 16 December 2021
- SARA Referral Agency Response

Resolution	Moved – Cr Whalley	Seconded – Cr Isidro
<ol style="list-style-type: none"> 1. “THAT Council approve the Development Application for a Development Permit for a Reconfiguring a Lot (three lots into 79 lots) on land at Russell Road and Peregrine Drive, Lowood formally described as Lot 504 SP26409, Lot 612 SP254147, and Lot 613 SP254147, subject to the recommended conditions and requirements contained in the attachments to this report. 2. THAT the officer report for this application be published to the website as Council’s Statement of Reasons in accordance with s63(5) of the <i>Planning Act 2016</i>. 		
SCHEDULE 1 – GENERAL CONDITIONS <i>Assessment Manager</i>		

No	Condition	Timing
1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval. Illustrative Lot Mix Plan, drawn by Mesh Planning, for Eagle Rise, Lowood, dated 14 December 2021 Lot Mix Plan (Staging Plan), drawn by Mesh Planning (modified by ONF Surveyors), for Eagle Rise, Lowood, dated 3 September 2021. Stormwater Management Plan, Proposed Residential Development Eagle Rise Estate, Lowood, 17 Fairfield Road, Ref: 2810-SWMP01(A), prepared by Contour Consulting Engineers, dated 16 December 2021	At all times.
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme (Version Four), Planning Scheme Policies and Local Laws.	At all times.
1.3	A Licensed Surveyor must install new Survey Marks in their Prior to Council's correct positions in accordance with the Survey Plan and the endorsement of the work must be certified in writing.	Prior to request for endorsement of the Plan of Subdivision for each stage.
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Prior to request for endorsement of the Plan of Subdivision for each stage.
1.5	Pay to Council the applicable amount at the time of request for plan of subdivision endorsement for the issue of new valuations by the Department of Resources. Currently, the amount is set at \$39 per allotment.	Prior to request for endorsement of the Plan of Subdivision for each stage.
1.6	Provide certification from a Licenced Surveyor that all services (e.g. water, sewerage, drainage, electricity, telecommunications) are wholly contained within the lot that they serve.	Prior to request for endorsement of the Plan of Subdivision for each stage.
1.7	Remove any services made redundant as a result of the development and reinstate the land.	Prior to request for endorsement of the Plan of Subdivision for each stage.
1.8	The staging plan (dated 3 September 2021) provides for staging only. The approved development is to be set out as shown on the illustrative lot mix plan (dated 14 December 2021).	Prior to request for endorsement of the Plan of Subdivision for each stage.
SCHEDULE 2 – ENGINEERING <i>Assessment Manager</i>		
No	Condition	Timing
	ENGINEERING	
2.1	The Applicant is to complete each stage of the development in sequence in accordance with drawing Lot Mix Plan (Staging Plan), drawn by Mesh Planning (modified by ONF Surveyors), for Eagle Rise, Lowood, dated 3 September 2021	As indicated.

	The Applicant is not to submit to Council the Plan of Survey for a stage for endorsement until the Applicant has received endorsement of the Plan of Survey for the preceding stage.	
2.2	Make an Operational Work application to Council and pay the required fees where an application involves road works required as stated in the following conditions.	Prior to the commencement of Operational Work.
2.3	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Regional Council Design Standards</i> .	At all times.
2.4	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions.	At all times.
2.5	Obtain Council approval for the demolition or removal of any existing buildings on site necessary for the approved development to proceed.	As part of Operational Works.
2.6	It is required that the design and construction of civil components of the Operational Work are to be certified by a Registered Professional Engineer Queensland (RPEQ), including: <ul style="list-style-type: none"> Plans and specifications must be prepared and certified with the Operational Work application. Certification that the works have been undertaken in accordance with the approved plans, specifications and to Council's requirements. 	Prior to Compliance Assessment.
	OPEN SPACE/PARK/LANDSCAPING	
2.7	The development site must be landscaped. The works must be undertaken in accordance with an operational works approval.	As part of Operational works for Landscaping Works
2.8	The developer must submit a Landscape Plan for all landscaping associated with the development. The plan must be prepared by a suitably qualified and experienced Landscape Architect, horticulturist, or other person experienced in landscape design and construction. The Landscape Plan must address the performance criteria listed below: <ul style="list-style-type: none"> Comply with the Somerset Development Manual and Schedule 12A of the <i>Planning Regulation 2017</i> (including street trees). To enhance the appearance of the development internally and externally. To make a positive contribution to the streetscape; To screen unsightly objects from public view; To contribute to an environment by providing shade to reduce glare, heat absorption and radiation; To ensure common areas are useable; To provide long term erosion protection; To integrate with existing vegetation and other natural features of the site and adjoining lands; and 	As part of Operational works for Landscaping Works

	<ul style="list-style-type: none"> To provide adequate vehicle sightlines and road safety. <p>The Landscape Plan must also detail:</p> <ul style="list-style-type: none"> The typical species to be planted, consisting mainly of drought-tolerant species suitable to their individual location on site; The number and size of plants; The typical planting detail including preparation, backfill, staking and mulching. The developer must prepare and landscape the site in accordance with the approved Landscape Plan, or as otherwise approved by Council. All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development works and any ensuing defects liability period. Apart from declared weeds and pests, trees, shrubs and landscaped areas currently existing on the subject land must be retained where possible and action taken to minimize disturbance during construction work. 	
2.9	All entry statements, fences, batters, retaining walls and buffer/screen plantings must be located entirely within private land and not within the public road reserve.	At all times.
	GENERAL SERVICES	
2.10	Connect the development to a reticulated water supply, sewer infrastructure, underground electricity supply, and telecommunications utilities in accordance with acceptable standards of the relevant regulatory authority so that it is available to each allotment.	Prior to Council's endorsement of the Plan of subdivision.
2.11	The applicant must provide written evidence (e.g. connection certificate) from each particular service provider stating either that each lot has been connected to applicable service, is available at a standard connection, or has a current supply agreement.	Prior to Council's endorsement of the Plan of subdivision.
2.12	Electricity/telecommunication/water supply/sewer drawings must be co-ordinated with the civil engineering design details, to ensure that service clashes are avoided.	As part of Operational Works.
	EARTHWORKS	
2.13	All earthworks to be constructed in accordance with AS3798. Fill material is to be placed, compacted, and tested by a suitably qualified inspection and testing organisation.	At all times.
2.14	Contaminated material must not be used as fill on the site. Any filling must be undertaken using inert materials only.	At all times.
2.15	Any fill, cut and other stored material must be contained within properties comprising the development application. Fill cannot be placed on adjacent properties without providing	At all times.

	Council with written permission from the respective property owner(s).	
	ROADWORKS	
2.16	Road reserve and carriageway widths to be in accordance with the <i>Somerset Regional Council Design Standards</i> .	Prior to Council's endorsement of the Plan of subdivision for each stage.
2.17	Install all traffic signs in accordance with <i>Manual of Uniform Traffic Control Device</i> .	As part of Operational Works.
2.18	All works on or adjacent to roadways must be adequately signed in accordance with the " <i>Manual for Uniform Traffic Control Devices</i> – Part 3, Works on Roads". Any Road or lane closure must be applied for in writing to Council, and all conditions of that approval complied with during construction of the works.	Prior to commencement of and during construction of works.
2.19	Provide 6m x 3 chord truncations on property boundaries at all road intersections. Remove all improvements and obstructions from the area of the corner truncation(s) and area of dedicated road.	Prior to Council's endorsement of the Plan of subdivision.
2.20	Provide verge and access in accordance with <i>Somerset Regional Council Design Standards</i> .	As part of Operational Works.
2.21	Provide a sealed vehicle turn around area with a minimum 9 metre radius at the end of any terminating roads that are to be constructed as part of a future stage of development.	Prior to Council's endorsement of the Plan of subdivision for Stages 1, 2 and 3.
2.22	Provide a sealed vehicle turn around area at the end of the road adjacent to proposed Lots 63 and 64.	Prior to Council's endorsement of the Plan of subdivision for Stage 2.
2.23	(a) Provide a gate or other vehicular barrier at the end of the road adjacent to proposed Lots 63 and 64 and the Russell Road road reserve. (b) Provide lockable bollards or other vehicular barrier at each end of the pedestrian pathway adjacent to proposed Lots 17 and 18 and the Russell Road road reserve. (c) Provide a gate or other vehicular barrier at the end of the roads adjacent to proposed Lots 25 and 26, and the Russell Road road reserve.	Prior to Council's endorsement of the Plan of subdivision for Stage 1. Prior to Council's endorsement of the Plan of subdivision for Stage 3. Prior to Council's endorsement of the Plan of subdivision for Stage 4.
	STREET NAMES	
2.24	Submit a list of road names for all new roads, along with the reasons for selecting such names, for the road names to be considered and approved by Council.	As part of Operational Works application.

	The proponent is responsible for the cost of road signs and installation. Street nameplates are to comply with Council's standards.	
	FOOTPATHS	
2.25	Provide concrete footpaths in accordance with <i>Somerset Regional Council Design Standards</i> and Schedule 12A of the <i>Planning Regulation 2017</i> .	As part of Operational Works.
2.26	Provide a 1.5m wide concrete footpath for the full length of the pedestrian pathway between Russell Road and the internal road adjacent to proposed Lots 17 and 18.	Prior to Council's endorsement of the Plan of subdivision for Stage 3.
	STREET LIGHTING	
2.27	<p>Install street lighting in accordance with AS1158 – <i>Code of Practices for Public Lighting</i> as follows:</p> <ul style="list-style-type: none"> iii) Local streets and minor collectors (1 to 50 lots) – Lighting Category P5 iv) Collector Roads – Lighting Category P4. <p>Install all street lighting on the same side as footpaths, where applicable.</p> <p>Obtain certification of street lighting installation by a Registered Professional Engineer Queensland (RPEQ).</p>	Prior to Council's endorsement of the Plan of subdivision.
	VEHICLE ACCESS	
2.28	All vehicular access for new allotments shall provide convenient and safe access and egress from the site in accordance Council Standard Drawings.	Prior to Compliance Assessment.
2.29	The landowner is responsible for maintenance of vehicular access in accordance with Council's Policy and Standards. Approval is to be sought from Council and the landowner must advise all potential purchasers accordingly.	At all times.
2.30	Construct a minimum 3 metre sealed driveway for the full length of each access handle to proposed Lots 18, 19 in accordance with Council standard. The access handles are to be a minimum 6 metre width.	Prior to Council's endorsement of the Plan of subdivision for Stage 3.
	STORMWATER	
2.31	Stormwater Drainage shall be constructed in general accordance with Contour, Stormwater Management Plan Proposed Residential Development Eagle Rise Estate, Lowood and dated 16 December 2021.	As part of Operational Works.
2.32	Where stormwater cannot be discharged to the kerb and channel, provide inter-allotment drainage in accordance with Queensland Urban Drainage Manual (QUDM) and Council standards.	As part of Operational Works.
2.33	Design and construction of all stormwater drainage works must comply with the relevant section/s of the Queensland Urban Drainage Manual (QUDM) and the <i>Somerset Regional Council Design Standards</i> .	As part of Operational Works.

2.34	Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times.
2.35	Convey stormwater flows through the development from the upstream catchment.	As part of Operational Works.
2.36	Fill, compact and grade all low-lying land being subdivided to ensure each allotment is drained adequately by gravitation to the drainage system within the proposed development.	As part of Operational Works.
2.37	Obtain permission for the discharge of stormwater drainage to a lawful point of discharge from the owners of properties affected by any stormwater discharge from the site.	As part of Operational Works.
EASEMENTS		
2.38	Dedicate all land shown as open space and drainage on the proposal plan of subdivision as drainage reserve only. The reserve is to be dedicated at no cost to Council. The proponent in a form satisfactory to Council's Solicitor shall prepare all documentation.	Prior to Compliance Assessment.
2.39	<p>Provide an easement over stormwater and inter-allotment drainage located within private property.</p> <p>The easement widths may vary but must extend to include top of batters of open drains and/or flood paths and provide suitable means of access for machinery around headwalls and steep batters to enable maintenance operations to occur without encroachment onto private property and are to be in accordance with Queensland Urban Drainage Manual (QUDM). The easement is to be dedicated at no cost to Council</p> <p>All easement documentation shall be prepared by the proponent in a form satisfactory to Council's Solicitor.</p> <p>Note: Easements required for the discharge of stormwater over adjacent properties must be agreed to in writing by the owner of the property</p>	Prior to Council's endorsement of the Plan of subdivision.
EROSION AND SEDIMENT CONTROL		
2.40	Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should proposed controls prove to be ineffective, Council will require the developer to install additional measures.	At all times.
2.41	Prepare an Erosion and Sediment Control Plan designed by a Registered Professional Engineer Queensland (RPEQ). Implement all relevant sediment and erosion control measures and temporary fencing as identified on the approved engineering drawings as part of the operational works. All sediment control devices and sediment collection points shall be regularly monitored, sediment removed as necessary and devices maintained responsibly during construction and maintenance period of the development works.	As part of the lodgement of the Operational Works application.

2.42	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. <p>Should the developer fail to complete the works determined by Council within the specified time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times.
2.43	Measures shall be applied to prevent site vehicles tracking sediment and other pollutants onto adjoining streets during the course of the project, and to prevent dust nuisance.	At all times.
2.44	All declared weeds and pests are to be removed from the subject land and kept clear of such nuisance varieties during the course of operations.	At all times.
2.45	Apart from declared weeds and pests, areas with trees, shrubs and landscaping currently existing on the subject land must be retained where possible and action taken to minimise disturbance during construction work.	As part of Operational Works.
2.46	<p>Where vegetation is removed, the vegetation waste shall be disposed of by:</p> <ul style="list-style-type: none"> iv) Milling; v) Chipping and/or mulching vi) Disposal at an approved waste disposal facility. <p>No incineration of vegetation or waste will be permitted at the site. Waste other than vegetation waste, generated as a result of the operations shall be disposed of to an approved disposal facility.</p>	At all times.

SCHEDULE 3 - REFERRAL AGENCY CONDITIONS

Referral agency response given under section 56 of the *Planning Act 2016*

Pursuant to section 62 of the *Planning Act 2016*, the assessment manager must, other than to the extent a referral agency's response provides advice, comply with all referral agencies' responses and include conditions exactly as stated in the response. The following referral agency responses have been received and are attached to the Decision Notice.

3.1	Comply with the requirements of the amended referral agency response 2111-25618 SRA dated 11 January 2022 or as amended.	As indicated in the attached referral agency response.
3.2	Provide certification to Council from a suitably qualified person or the relevant agency demonstrating that the requirements of the referral agency response have been met.	Prior to request for endorsement of the Plan of Subdivision for each stage.

SCHEDULE 4 – ADVICE

Assessment Manager

This approval has effect in accordance with the provisions of section 71 of the *Planning Act*

2016. [A copy of section 71 will be enclosed with the Decision Notice]

Currency Period - Pursuant to section 85 of the *Planning Act 2016* the approval will lapse if the plan of subdivision is not provided to the local government within the 'currency period' – being four (4) years starting the day the approval takes effect.

The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the *Planning Act 2016*.

The *Planning Act 2016* provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.

This development approval is for the proposed development only. Any additional uses/structures, if triggers assessable development, may require their own planning approval and will be assessed on its own merits.

The Plan of Subdivision will not be released until all works are completed to Council's satisfaction or uncompleted works are suitably bonded.

All works shall be carried out in accordance with the *Workplace, Health and Safety Act (as amended)* and the *Workplace Health and Safety Regulation (as amended)*.

All Operational Work is to comply with relevant codes for design and construction.

Construction hours are 6:30 am to 6:30 pm Monday to Saturday, with no work to be undertaken on Sundays or public holidays. Work or business which causes audible noise shall not be conducted from or on the site outside the above hours.

Upon receiving the certification by a RPEQ, and submission and approval of as constructed drawings and documentation, Council will accept the works as "On Maintenance".

Council will bond the developer for an amount equal to 5% of the operational works and the Developer is required to maintain all works for a period of 12 months (maintenance period) from the date of "On Maintenance". Any defective works must be rectified within the maintenance period.

At the end of the maintenance period the works shall be inspected and if satisfactory, shall be placed "Off Maintenance". Bonds or other securities will be released after the works have been placed "Off Maintenance".

Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23.

The Fire Ant Restricted Area as well as general information can be viewed on the DAF website www.daf.qld.gov.au/fireants

The Applicant has the Right of Appeal to the Planning and Environment Court regarding the conditions of this approval.

Should the Applicant notify Council in writing that the conditions of approval are accepted without dispute and that the right of appeal to the Court will not be exercised, the Decision Notice may be taken to be the development permit.

Carried

Vote - Unanimous

Subject: Planning and Development Department Monthly Report – January 2022
File Ref: Governance/Reporting/Officer Reports
Action Officer: DPAD, ESM, SP, SBC, NRMO

Report

A summary of the Department's activities during the month of January 2022 is provided for Council's information.

Planning Development Applications

A total of ten (10) development applications were received in January 2022.

Assessment Type	December 2020	January 2021	December 2021	January 2022
Building Works assessable against the Planning Scheme	6	5	7	4
Material Change of Use	4	3	10	6
Reconfiguring a Lot	1	3	4	-
Operational Works	-	1	-	-
Combined Applications	-	1	1	-
Total	11	13	22	10

The list of applications received is provided in Appendix 1.

A total of sixteen (16) development applications were decided in January 2022.

Approved/Refused	December 2020	January 2021	December 2021	January 2022
Refused - Council	-	-	-	-
Approved - Council	6	2	7	3
Approved - Delegated Authority	18	9	4	13
Total	24	11	11	16

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

Planning and Environment Court Appeals

Asset1 Pty Ltd v Somerset Regional Council

Planning and Environment Court No. 1616 of 2021

A Notice of Appeal was filed in Court on 25 June 2021 regarding Council's decision to approve, subject to conditions, the Development Application (DA20283) for a Development Permit for Operational Works for Vegetation clearing on land described as Lot 165 SP187250 and Lot 5 RP838682 and situated at Brouff Road Fernvale. Council participated in a chaired without prejudice conference on 31 August 2021 with the Appellant.



Building Development Approvals

A total of forty-eight (48) building approvals were issued in the region for January 2022.

Assessment Type: Building Works

Status	December 2020	January 2021	December 2021	January 2022
Accepted	79	88	59	44
Approved - Council	14	5	8	15
Approved - Private Certifier	63	92	41	33

The list of applications approved is provided in Appendix 2.

Building Compliance Matters

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

January 2022:

Unapproved building works at Harlin and Kilcoy.



Plumbing Compliance Permits and Inspections

A total of twelve (12) plumbing and drainage approvals were issued in the region for January 2022.

Assessment Type: Plumbing Approval

Status	December 2020	January 2021	December 2021	January 2022
Approved	15	17	23	12
Info Request	10	13	6	5
Total	25	30	29	17
Plumbing Inspections	54	45	69	59

The list of applications approved is provided in Appendix 3.

The number of home sewerage treatment plants on Council's register is 2178 of which 196, or 8.99% are currently overdue for servicing.

Mid-Brisbane (Black Snake Creek Catchment) Wastewater Risk Mitigation Program

Council's plumbing inspectors have commenced the next phase of the Wastewater Risk Mitigation Program within the Mid-Brisbane (Black Snake Creek Catchment). Eligible properties in the Glamorgan Vale area have now been sent invitations to apply for upgrade subsidy.

Environmental Health Services

Toolbox overview

The below figures reflect the customer sessions on Somerset Regional Council's content on Toolbox for the months of November and December 2021 and January 2022.

Visitors to Council content

	November 2021	December 2021	January 2022
Users	364	309	328
Sessions	454	395	414
Pageviews	868	1035	762
Pages/Session	1.91	2.62	1.84
Avg. Session Duration	2m31s	2m30s	2m06s
Downloads	176	129	148

Most popular content

Top content pages	Unique Pageviews		
	November 2021	December 2021	January 2022
Cats and dogs	255	241	222
Noise Pollution	85	72	93
Other Animals	55	45	58
Birds and Poultry	31	21	31
Food	23	18	19

Food Safety Training



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

A total of 72 users completed the training during the month of January.

Swimming Pool Water Quality Monitoring

Water sampling was conducted at Council's swimming pools located at the Toogoolawah, Kilcoy and Lowood. Samples were submitted to Queensland Health for analysis to check compliance with the *Queensland Health Water Quality Guidelines for Public Aquatic Facilities, 2019*.



Mosquito Monitoring



Officers have commenced the 2021-2022 mosquito surveillance program in the towns and villages of Fernvale, Lowood, Tarampa, Minden, Toogoolawah and Esk. The survey is being conducted in conjunction with Queensland Health which is being conducted in various towns and villages in the region from January to March 2022.

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

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

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

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

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

Invasive Animal Control

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

Wild dogs

1080 baits injected:

	December 2021	January 2022
Total	-	-

Dingo scalps presented:

	December 2021	January 2022
Dundas	17	-
Buaraba	1	-
Mt Byron	-	-
Diaper	-	-
Coal Creek	-	-
Yabba	-	-
Total	18	-



Feral pigs

1080 baits injected:

	December 2021	January 2022
	-	-
Total	-	-



Feral pig scalps presented:

	December 2021	January 2022
Dundas	77	-
Mt Kilcoy	-	-
Buaraba	98	-
Total	175	-

Council received a report of feral pigs impacting on a landholder in the Cooeimbardi area. Officer deployed a pig trap resulting in 6 pigs being trapped with no evidence of others when the trap was removed.

Rabbits:



- Officers have been working with landholders to control rabbit infestations in the following areas:
 - Fulham, Esk, Toogoolawah, Kilcoy.
- Officers are continuing to work closely with Seqwater in controlling rabbits around Somerset and Wivenhoe Dams.

Fox:



- Pest Management Officers are continuing to monitor den sites that have been found and fumigated.

Invasive Plant Control

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

December:

- **Annual Ragweed** – Linville, Moore, Coominya, Fernvale.
- **Honey Locust** – Gregors Creek.
- **Fireweed** – Marburg, Glamorgan Vale.
- **Giant rats tail grass** – Wivenhoe Pocket, Kilcoy, Mt Kilcoy, Toogoolawah, Fernvale, Glamorgan Vale.
- **Lantana** – Kilcoy, Neurum, Mary Smokes Creek, Sandy Creek.
- **Main Roads Element 5** – Kilcoy Murgon Road, Brisbane Valley Hwy, D'Aguilar Hwy.
- **Main Roads Element 8** – D'Aguilar Hwy East.
- **Council managed infrastructure** – All local bridges.
- **Herbicide applied** – 9,950L.
- **Lantana mechanical removal** – 65,000/6.5Ha.
- **Lantana chemically treated** –26,000/ 26Ha.
- **Lantana** – Mechanical removal of lantana was conducted Moore

January 2022:

- **Giant rats tail grass** – Kilcoy, Fernvale, Mt Tarampa, Lowood, Esk, Wivenhoe Pocket, Jimna, Harlin.
- **Fireweed** – Fernvale, Esk, Coominya, Neurum, Kilcoy, Jimna.
- **Lantana Control** – Sandy Creek, Mt Kilcoy Road, Winya Road, Kangaroo Creek, Arababy Creek and Kilcoy Murgon Road.
- **Parthenium**- Linville.
- **Groundsel** – Kilcoy.
- **Annual Ragweed** – Toogoolawah, Harlin, Eskdale, Esk, Kilcoy, Neurum, Villeneuve, Eskdale, Mt Beppo, Colinton, Moore.
- **Main Roads Element 5** – Kilcoy Murgon Road, D'Aguilar Hwy, Brisbane Valley Hwy, Gatton-Esk Road.
- **Council managed infrastructure**- Brisbane Valley Rail Trail, Fernvale.
- **Herbicide applied** – 14,290L.
- **Lantana mechanical removal** – No mechanical removal of lantana was conducted.
- **Lantana chemically treated** – 158,000m² / 15.8Ha.

Lantana Chemical Subsidy Program

As part of the 2021/22 budget, Council has funded an ongoing Lantana Chemical Subsidy Program.

The 2021/22 program is currently on hold awaiting the finalisation of outstanding claims to assess the remaining budget allocation.

Compliance under the *Biosecurity Act 2014*:

	December 2021	January 2022
Information notices	2	3
Biosecurity Orders		
Enter and Clear action		

Regulatory Services

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

Natural Resource Management**Land for Wildlife**

- Two new properties were welcomed into the Land for Wildlife Program at Esk and Villeneuve.

Somerset Flora and Fauna



- Ongoing work with Ecosure (Consultants) to develop a Matters of Local Environmental Significance (MLES) framework to inform a future planning scheme amendment.
- Birds Queensland has been engaged to produce a “Birds Places of Somerset” brochure for the Somerset Region. The “Bird Places” series has been adopted in several other SEQ Local Governments and promotes locations throughout the Council area for Bird watching opportunities. Copies will be distributed to Council information centres upon completion.

Catchment Management

- Resilient Rivers Project Updates:
- Request for Quotations have been forward to appropriate contractors for delivery of phase 4 of the Black Snake Creek Project. Pending applications received, it is hoped a contractor appointment will take place in March 2022.
- The Twin Bridges investigation project is ongoing, with project findings anticipated early in 2022.



Offsets – Planting



Delivery of Councils Capital Works Offsets:

- Offset planning is underway for the 21/22 FY program, primarily in respect of anticipated offset impacts of the Esk Crows Nest Road upgrade works. Installation of 850 (Koala) trees along the Brisbane Valley Rail Trail between Esk and Toogoolawah is expected to begin early March 2022.

Collaborations

- Ongoing discussions with Seqwater regarding con-investment opportunities at the Mid -Brisbane River reserves.

Business Recovery Officer

January 2022 highlights include:

1. Preliminary planning for **Tourism Businesses Networking Event** in Kilcoy in March.
2. Updates to **Business database** for future communications.
3. Promotions of the SRC **Grant finder** webpage to the business community.
4. Business **grant promotion** to all Somerset Region primary producers advising of a new \$50k flood recovery grant (QRIDA Information sheet and application form included in notification).
5. Progression of drafting new Somerset **Economic Development Strategy** and review consultant’s background report.
6. Scheduling **Future Business Recovery Events** for next 12 months, including networking, forums and workshop events.

Recommendation

THAT the Department of Planning and Development Monthly Report for January 2022 be received and the contents noted.

Resolution

Moved – Cr Brieschke

Seconded – Cr Gaedtke

“THAT the Department of Planning and Development Monthly Report for January 2022 be received and the contents noted”.

Carried

Vote - Unanimous

Subject:	Animal registration period extension – pandemic measures
File Ref:	Financial management – fees/ charges - setting of cost recovery fees
Action Officer:	DFIN

Background/Summary

Section 50 of the *Animal Management (Cats and Dogs) Act 2008* provides for a dog registration period to be greater than one year.

Council successfully used this provision in 2020 to extend the dog registration period by one year as a pandemic assistance measure.

It is recommended that this be considered again for 2022 to:

- Provide pandemic economic support to the Somerset community
- Manage health risks by minimising interactions and transactions between residents and officers/ payment agents
- Manage transaction volumes during a period of expected major roof maintenance work at Council's Esk customer service centre and office

The recommendation below provides for continued introductory fees for new registrations and other changes as considered necessary in conjunction with the extension.

Dog registration renewal notices would normally be issued in mid-June 2022.

2021/2022 dog registration fee revenue is expected of \$201,000.

It is proposed that this once-off pandemic measure be funded from expected additional Commonwealth financial assistance grants.

Attachments

Nil

Recommendation

THAT Council resolves under section 50 of the *Animal Management (Cats and Dogs) Act 2008* that the current dog registration period be extended from 1 July 2021 to 30 June 2022 to either 1 July 2021 to 30 June 2023 or from the period of initial registration to 30 June 2023 whichever is the lesser with no additional fees payable for currently registered animals because of pandemic/ public health emergency.

THAT the following animal registration fees be adopted for 2022/2023:

Extension of registration period

It is confirmed that dogs previously registered for the period 1 July 2021 to 30 June 2022 or part thereof are now registered for the period 1 July 2021 to 30 June 2023 because of pandemic/ public health reasons.

Reciprocal arrangements

Where a dog is currently registered with any other Australian Local Government and satisfactory proof of registration is shown, no fee will be charged for the registration of the dog with the Somerset Regional Council for the current Somerset Regional Council registration period

Introductory dog registration (per dog)

Where a dog:

- has not previously been registered with Somerset Regional Council
- is not currently registered with any Council under the *Animal Management (Cats and Dogs) Act 2008*,

- is not a declared dangerous dog, a restricted dog or regulated dog under the *Animal Management (Cats and Dogs) Act 2008*

Introductory dog registration fee - non-pensioner \$35.00 (to 30 June 2023)

Introductory dog registration fee - pensioner \$22.00 (to 30 June 2023)

Declared dangerous dogs

Surcharge for declared dangerous dogs, declared menacing dogs or restricted dogs in addition to standard dog registration fees. \$313.00

This surcharge applies in full in all circumstances regardless of the period of registration, the status of the animal owner or other details of registration and no discounts apply in respect of time of payment.

Refund on death of animal

No refunds shall apply for any dog registration fee for the 1 July 2021 to 30 June 2023 period, for example on death of dog because of the extended registration fee at no additional cost.

Resolution	Moved – Cr Gaedtke	Seconded – Cr Brieschke
	<p>“1. THAT Council resolves under section 50 of the <i>Animal Management (Cats and Dogs) Act 2008</i> that the current dog registration period be extended from 1 July 2021 to 30 June 2022 to either 1 July 2021 to 30 June 2023 or from the period of initial registration to 30 June 2023 whichever is the lesser with no additional fees payable for currently registered animals because of pandemic/ public health emergency.</p> <p>2.THAT the following animal registration fees be adopted for 2022/2023:</p> <p>Extension of registration period It is confirmed that dogs previously registered for the period 1 July 2021 to 30 June 2022 or part thereof are now registered for the period 1 July 2021 to 30 June 2023 because of pandemic/ public health reasons.</p> <p>Reciprocal arrangements Where a dog is currently registered with any other Australian Local Government and satisfactory proof of registration is shown, no fee will be charged for the registration of the dog with the Somerset Regional Council for the current Somerset Regional Council registration period</p> <p>Introductory dog registration (per dog) Where a dog: - has not previously been registered with Somerset Regional Council</p> <p>- is not currently registered with any Council under the <i>Animal Management (Cats and Dogs) Act 2008</i>, - is not a declared dangerous dog, a restricted dog or regulated dog under the <i>Animal Management (Cats and Dogs) Act 2008</i> Introductory dog registration fee - non-pensioner \$35.00 (to 30 June 2023) Introductory dog registration fee - pensioner \$22.00 (to 30 June 2023)</p> <p>Declared dangerous dogs Surcharge for declared dangerous dogs, declared menacing dogs or restricted dogs in addition to standard dog registration fees. \$313.00</p>	

This surcharge applies in full in all circumstances regardless of the period of registration, the status of the animal owner or other details of registration and no discounts apply in respect of time of payment.

Refund on death of animal

No refunds shall apply for any dog registration fee for the 1 July 2021 to 30 June 2023 period, for example on death of dog because of the extended registration fee at no additional cost”.

Carried

Vote - Unanimous

Subject:	Roof replacement Esk administration office - clock tower - PV solar
File Ref:	Major Maintenance - Alterations - Repair - Council Infrastructure
Action Officer:	DFIN

Background/Summary

Council's FY2022 budget includes the following project as well as allocations of \$210,000 for replacing air-conditioning systems and drainage:

- Esk administration building - roof replacement to eastern end of building and internal works \$150,000

Project consultants, StruXi Design recommended as follows on 21 January 2022:

“In view of current issues with water leakage into the council offices and ongoing high maintenance costs, StruXi suggests the following course of action.

Following the removal of existing AC condensers from the existing roof as suggested by SRC (new AC system condensers to be located at rear of building), our recommendations are to undertake the following works:

- *demolish and remove both the roof over the original building (ROOF 1 on drawings) and the L-shaped plant deck roof at the centre of building (ROOF 2 on drawings).*
- *Demolish and remove masonry clock tower to allow new roof to be flashed against existing main exterior building walls in order to eliminate potential leakage at interface*
- *Provide new structural posts and UB steel beams spanning across the building that rake at a 2-degree pitch with new roof to maximise clear space under”*

In summary, the designer's recommendation is that the old multi-faced roof at the eastern end of the Esk administration building should be removed and replaced with a single 2-degree pitch roof. This will necessitate the demolition of the masonry clock tower on the north-east corner of the building.

The designer has verbally confirmed that as well as effectively preventing further leaks in the Esk administration building, their proposed approach will also allow for a future expansion of the building's existing rooftop PV solar system.

Attachments

Nil

Recommendation

THAT Council endorse the removal of the masonry clock tower at the Esk administration building as part of the roof replacement project and thereby effectively prevent continued water infiltration to the building including electrical components

Resolution

Moved – Cr Whalley

Seconded – Cr Choat

“THAT Council endorse the removal of the masonry clock tower at the Esk administration building as part of the roof replacement project and

thereby effectively prevent continued water infiltration to the building including electrical components”.

Carried

Vote - Unanimous

Subject:	Class rebate of rates – differential general rating category 204
File Ref:	Rates - rate payments – rebates
Action Officer:	DFIN

Background/Summary

Rating category 204 relates to land which is banked development land for a renewable energy facility such as a solar farm.

Consistent with prior periods, Councillors may wish to effectively defer the commencement date of rating category 204 (banked development land renewable energy facilities) until 1 July 2022 through the application of a class concession.

Attachments

Nil

Recommendation

THAT Council grant a class concession under s122(1)(b) of the Local Government Regulation 2012 for hardship reasons where the class of ratepayers is identified as the owners of properties that meet the criteria of differential general rating category 204 as at the time of the rating categorisation decision for the period 1 January 2022 to 30 June 2022 and where the concession is identified as a partial rebate of general rates for the period 1 January 2022 to 30 June 2022 calculated as the difference in the gross general rates applicable for differential general rating category 204 and the gross general rates that would have applied if a material change of use development permit had not been issued allowing for the use of the land in whole or in part for a renewable energy facility.

Resolution

Moved – Cr Wendt

Seconded – Cr Isidro

“THAT Council grant a class concession under s122(1)(b) of the Local Government Regulation 2012 for hardship reasons where the class of ratepayers is identified as the owners of properties that meet the criteria of differential general rating category 204 as at the time of the rating categorisation decision for the period 1 January 2022 to 30 June 2022 and where the concession is identified as a partial rebate of general rates for the period 1 January 2022 to 30 June 2022 calculated as the difference in the gross general rates applicable for differential general rating category 204 and the gross general rates that would have applied if a material change of use development permit had not been issued allowing for the use of the land in whole or in part for a renewable energy facility.”

Carried

Vote - Unanimous

Subject:	Additional budget for road and bridge project design and documentation
File Ref:	Heavy vehicle safety and productivity program
Action Officer:	DFIN

Background/Summary

Council is currently progressing projects including the following projects which are either the

subject of submitted grant applications (where we are awaiting outcomes) or desired future projects including at:

- Toogoolawah Biarra Road
- Murrumba Road culverts
- Glamorgan Vale Road
- Lowood Minden Road (Kisslings Rd section)
- Lowood Minden Road (North Tarampa section)
- Lowood Minden Road (Lukritz Rd to Zabels Road North section)
- Clarendon Road
- Ivory Creek Road
- Main Street Lowood
- Muckerts Lane
- McCulkins Lane

Given consistent grant program guidelines for projects to be 'investment ready', the scale of the projects and engineering resource constraints, an increase in the contract design allocation is sought to ensure Council's grant applications are as competitive as possible.

Attachments

Nil

Recommendation

THAT Council endorses an increase in contract road design and documentation budget by \$100,000 to be confirmed at second budget review.

Resolution

Moved – Cr Whalley

Seconded – Cr Brieschke

"THAT Council endorses an increase in contract road design and documentation budget by \$100,000 to be confirmed at second budget review".

Carried

Vote - Unanimous

Subject:	Esk Recreation Grounds Advisory Committee Meeting –16 November 2021
File Ref:	2020 - 2024 - Esk Recreation Grounds Advisory Committee
Action Officer:	DCORP

Background/Summary

The quarterly meeting of the Committee was held on Tuesday, 16 November 2021. Representatives from each of the user groups were present. The committee has raised the following progress of actions for further discussion.

Item No.	Progress of Actions for further discussion	Action Officer
Somerset Regional Council		
1.	MOU consideration	DCORP

2.	THAT a review of the signage associated with the crossing of the Brisbane Valley Rail Trail be investigated. <i>~ TMR decision made – Doc. 1329556</i>	DOPER
3.	The current design drawings for the jockey room / kitchen be upgraded to include a commercial kitchen and the design and costings be brought back to Council. <i>~ In progress GRA – Design work due to occur early 2022.</i>	DCORP
4.	Installation of air conditioning in the dining room. <i>~ Advice has been provided to the group, that this project should be included in the design drawings for the jockey room / kitchen / dining room which is due to occur early 2022.</i>	DCORP
	All User Groups	

Further, discussion were held surrounding the proposed Terms of Reference. The Terms of Reference are attached for Council's information.

Attachments

1. Meeting Report for Esk Recreation Grounds Advisory Committee Meeting – 16 November 2021
2. Proposed Terms of Reference

Recommendation

THAT Council

1. receive the meeting report for the quarterly meeting of the Esk Recreation Grounds Advisory Committee held on Tuesday, 16 November 2021 and the contents be noted.
2. The attached proposed Terms of Reference be adopted.

Resolution

Moved – Cr Isidro

Seconded – Cr Whalley

“THAT Council

1. receive the meeting report for the quarterly meeting of the Esk Recreation Grounds Advisory Committee held on Tuesday, 16 November 2021 and the contents be noted.
2. The attached proposed Terms of Reference be adopted.”

Carried

Vote - Unanimous

Subject:	Receipt of Additional Funding Due to COVID Impacts on Service Delivery
File Ref:	Community Services/Service Provision/Community Development
Action Officer:	Lyn Buchanan, Community Development Coordinator

Background/Summary

The Somerset Region Support Service, including Council's community development coordinator role is currently funded through a five year contract with the Department of Communities Housing and Digital Economy. This department currently funds 127 neighbourhood centres throughout Queensland. Many centres have been struggling during the pandemic, due to drop in income from other sources, such as room hire. The department

has acknowledged this difficulty and in response has provided an additional \$20,000 to offset extra costs or reduced earnings associated with the pandemic. This is a one off payment, which is to be acquitted by 30 June 2022.

Attachments

Attachment 1 – Letter to Somerset Regional Council

Recommendation

THAT Council receive the funds and use them to augment services at the Wellness Hubs and support events and activities, to assist residents who continue to be impacted by the pandemic.

Resolution

Moved – Cr Gaedtke

Seconded – Cr Isidro

“THAT Council receive the funds and use them to augment services at the Wellness Hubs and support events and activities, to assist residents who continue to be impacted by the pandemic”.

Carried

Vote - Unanimous

Subject:	YEO Report – Post Event Report – After School Scooter Workshops
File Ref:	Community Services – Youth Development – Youth Services
Action Officer:	Youth Engagement Officer

Background/Summary

Following the Decision of the Ordinary Council Meeting held on Wednesday 28 July 2021 and the resolutions outlined in the Youth Engagement Officer Report – After School Scooter Workshops, the YEO scheduled a “10-week period of after school scooter workshops”. This report will outline the viability and outcomes of the workshops and offer recommendations.

The workshops were promoted through posters, school newsletter inclusions, media releases and information on Council’s webpage. The workshops were facilitated by Freestyle Scooter Association (FSA) in 2021. All workshop facilitators have positive notice blue cards and current first aid certificates. FSA have public liability coverage, provide risk assessments and COVID safe equipment and supply helmets for participants as necessary.

Workshops were held at Lowood Skate Park and Fernvale Skate Park over the 10-week period as the two sites were deemed the most viable based off data sourced at previous scooter workshops held during School Holiday Programs. After school timeslots were chosen to capture the target audience and to trial an alternative to Council’s usual use of school holiday periods for scooter workshops. It should be noted here that the Lowood workshops were delayed by one week, taking the final workshop into the school holiday period, due to COVID restrictions in place during August 2021; all other workshop details remained as scheduled. Workshop participation details are outlined in the below tables:

Lowood Skate Park (3pm-5pm)

Workshop details	Participation
Workshop 1 – Friday, 27 August 2021	3
Workshop 2 – Friday, 3 September 2021	3 (return riders)
Workshop 3 – Friday, 10 September 2021	3 (return riders)
Workshop 4 – Friday, 17 September 2021	2 (new riders)
Workshop 5 – Friday, 24 September 2021	3 (new riders)

Fernvale Skate Park (3.30pm-5.30pm)

Workshop details	Participation
Workshop 1 – Friday, 8 October 2021	15

Workshop 2 – Friday, 15 October 2021	14 (mostly return riders)
Workshop 3 – Friday, 22 October 2021	14 (mostly return riders)
Workshop 4 – Friday, 29 October 2021	15 (mostly return riders)
Workshop 5 – Friday, 5 November 2021	11 (mostly return riders)

The data and anecdotal information received from FSA indicates that Lowood Skate Park was not an overly popular location for after school scooter workshops. It was observed over the five-week period that bikes appeared to be the more common choice for users at the Lowood Skate Park, however a mix of bikes, scooters and skateboards was seen across both skate parks during the entire 10-week period. Conversely, Fernvale Skate Park appears to be a popular location for scooter workshops. The riders returned consistently week after week, including a family who travelled from Hazeldean.

The popularity of the workshops being held after school was not as significant as expected at Lowood and was as expected at Fernvale. The participation rates at the Fernvale workshops were consistent with those seen at School Holiday Program workshops in the past. The timeslot of the Fernvale workshops most likely added to its participation rate – being from 3.30pm-5.30pm and thereby giving families more time to travel – however location and popularity of scooters at this park were also determining factors.

The participation rates demonstrated at the Fernvale Skate Park demonstrate that this site would be most viable for ongoing scooter workshops. FSA have indicated that Saturday mornings at Fernvale Skate Park are a popular time for families, and it has been noted that this timeslot would allow for additional families from outside of Fernvale to travel to the workshops. It has also been noted that a longer program in one location would allow for additional workshop inclusions, such as scooter maintenance, which would help develop skills for youth. Time of year for the workshops was appropriate – during the middle of the year when the weather is cooler – and having the workshops align to the Somerset Scooter Championships was beneficial.

Given the above information, it is suggested that a scooter workshop program be held at the Fernvale Skate Park in 2022. This should include one workshop per week of two hours duration throughout a school term. Saturday mornings should be trialled for viability; this would include 9 workshops for a program in either Term 2 or Term 3. It is suggested that the workshops take place prior to the Somerset Scooter Championship to provide workshop participants the opportunity to develop new skills before the annual championship event. It is suggested that the 9-week scooter workshops be funded through the YEO budget and this is estimated to cost \$1,350.

It should also be considered here that other programs should be implemented for the remaining skate parks, as well as other locations in the region, including various disciplines and other activities according to popularity in the future. Choosing one sport or activity and running it in one location is not equitable or sustainable in the Somerset region and in order to offer equal opportunity programs should be offered across Somerset in various disciplines. Such programs should be informed by the youth community and the implementation of such programs would provide support in relationship development which may lead to programs or activities becoming usable or sustainable without Council support. This has been demonstrated in the past, such as with families asking for private lessons for their children from facilitators following a program and with community taking on competitions and other events with lower levels of Council support. This has been most successful where the initial program was initiated or requested by the community.

Due to the current popularity of the scooter workshops and the potential for other programs to encourage community growth, the YEO budget should be considered as a source to fund one extended program for youth in Somerset each year. Due to the costs of such programs and the need for relationship development, as well as the scope of the YEO budget, programs should be limited to under \$2,000 and to take place throughout a school Term. Additional programs should be considered through alternative funding sources, including grants, however sidelining funding for at least one program would ensure that popular and relevant activities are brought to the forefront for Somerset youth. Such programs would also provide an

alternative to individual workshops being held during School Holiday Programs as has occurred in the past. This would not only alleviate pressure on Council staff during school holiday periods but also offer youth the ongoing relationships and skill development which longer programs offer.

Attachments

Nil

Recommendation

THAT Council

1. Receive the Post Event Report – After School Scooter Workshops report and the contents noted.
2. Approve an annual Youth Activity Program to be covered by the Youth Engagement Officer budget. The program should include a different activity and change location annually and be informed by youth consultation. Programs should extend for at least one school term and cost under \$2,000.
3. Approve a 9-week scooter workshop program, facilitated by Freestyle Scooter Association, at Fernvale Skate Park in 2022. Costs for the program are to be covered by the Youth Engagement Officer budget.

Resolution

Moved – Cr Wendt

Seconded – Cr Brieschke

“THAT Council

1. Receive the Post Event Report – After School Scooter Workshops report and the contents noted.
2. Approve an annual Youth Activity Program to be covered by the Youth Engagement Officer budget. The program should include a different activity and change location annually and be informed by youth consultation. Programs should extend for at least one school term and cost under \$2,000.
3. Approve a 9-week scooter workshop program, facilitated by Freestyle Scooter Association, at Fernvale Skate Park in 2022. Costs for the program are to be covered by the Youth Engagement Officer budget.”.

Carried

Vote - Unanimous

Subject:	Development of a Current Somerset Social Plan
File Ref:	Community Services/Service Provision/Community Development
Action Officer:	Lyn Buchanan, Community Development Coordinator

Background/Summary

Council's last social plan was developed in 2015. It was produced by the Social Planning and Research Unit at Ipswich City Council headed by social planner Tim Eltham. From this officer's understanding it formed part of a package of social plans developed for various councils in the West Moreton Region. Although the plan did identify current and projected trends, it did little to inform future planning and has only been used as background material, rather than offering any strategic direction to Council.

In the past seven years, much has changed in the region. There has been accelerated growth in the southern region, with urban creep extending into Somerset from Ipswich. The middle region has also seen a change in population, particularly in response to COVID, with many houses now being purchased or constructed by owner occupiers seeking a safer lifestyle. This changing population will most likely cause a change in rate payer expectations. Youth mental health and wellbeing, lack of affordable rental accommodation, lack of employment and training opportunities and access to services and/or transport options have already been identified and it would be prudent for Council to prepare for a possible increase in demand for services such as aged friendly infrastructure, (supporting residents and providing accessible tourism opportunities) as well as planning for more locally based industries, reducing the need to travel.

To enable Council to plan more strategically for the next five to ten years in the human, social and economic spheres, a new social plan needs to be developed. It would help identify the needs, potential opportunities and beneficial outcomes for the region. This would require considerable investment in the short term, but would be cost effective in the medium to longer term. There could be opportunities to seek a grant to support this action and appoint a consultant, to ensure a rigorous document is produced.

Attachments

Attachment 1 – Somerset Regional Council Social Plan 2015

Recommendation

THAT Council apply for suitable grants to fund a consultant to undertake a social plan at an anticipated cost of \$50,000.

Resolution	Moved – Cr Gaedtke	Seconded – Cr Brieschke
	<p>“THAT Council apply for suitable grants to fund a consultant to undertake a social plan at an anticipated cost of \$50,000”.</p> <p style="text-align: right;"><u><i>Carried</i></u></p>	
	<i>Vote - Unanimous</i>	

Subject:	YEO Report –Youth Consultation
File Ref:	Community Services – Youth Development – Youth Services
Action Officer:	Youth Engagement Officer

Background/Summary

The following report contains an overview of suggested avenues for how youth consultation can take place between Somerset Regional Council (SRC) and students at the three secondary schools in the Somerset Region – Kilcoy State High School (KSHS), Lowood State High School (LSHS) and Toogoolawah State High School (TSHS).

This report is in relation to a resolution made at the Decision of the Ordinary Council Meeting held on Wednesday, 12 May, 2021 that – “Council investigate the possibility of facilitating youth leaders’ consultation sessions with relevant stakeholders” – and in review of the ongoing interaction between SRC staff and youth following the Somerset Youth Leaders’ Camps (formerly the Somerset Youth Leadership Camp).

As outlined in the Somerset Youth Leadership Camp 2021 report, “The current opportunities available for Council and other stakeholders to meaningfully consult with youth on local issues, as well as youth having their voices heard by local government, are infrequent in the Somerset region.” Of those opportunities that are available, uptake by youth appears to be low. Council does not request information regarding age for customer service requests and statistics for age are not available from ‘Have Your Say’ surveys, however it is assumed by staff that youth requests and responses are infrequent. Even those online surveys produced by Council that are related to youth and open to the entire community are typically not well accessed by youth. Those surveys that youth have responded well to in recent years – namely the ‘Living in

Lowood Survey' in 2019 which recorded 296 responses and the 'Living in Kilcoy and District' survey in 2020 which recorded 274 responses – saw the majority of responses recorded from physical surveys undertaken during school hours where youth were a captured audience. Online responses from youth recorded for these surveys numbered under 15 and under five respectively. There is no Youth Advisory Council (YAC) in the Somerset region and student leaders that do engage with SRC through the Somerset Youth Leaders' Camp do not connect in meaningful ways following the camp.

Interactions between SRC and student leaders following the introduction of the camp in 2019 have been varied. For all students invited to the camp, interaction has included communication regarding local events, volunteering, work and representation opportunities, scholarships, and various other opportunities, projects and requests. This communication has been overwhelmingly one-sided with either no responses or only a handful of students responding to emails when requested. In the physical school setting, interactions following camp between SRC and students is low and most commonly the interactions involve communication between SRC staff and school staff. Representation by SRC at special school events has continued as in previous years.

In contrast to the interactions that have taken place since 2019, the intention of the Somerset Youth Leaders' Camp has been to support student leaders in their roles throughout the year and to consult with youth at a meaningful level. This should have involved support of the leaders in school leadership projects and ongoing discussion and consultation on local matters. It should be noted here that student project support has taken place in previous years: this included the Somerset Youth Leadership Forums and follow up support of projects where student leaders developed a new project at the first Forum of the year, worked on this project with SRC throughout the year and presented the project at the final Forum. This format changed to the current camp model due to schools no longer being able to support an additional non-curricular activity and the time available for SRC staff to work on such detailed and numerous projects. As a result of these changes, the intention of the Somerset Youth Leaders' Camp has been to support students in projects they would undertake normally in their position as a school leader whilst simultaneously consulting with students on other issues. Unfortunately, communications between students and SRC following camps have so far been unsuccessful in creating meaningful interactions.

Research into Youth Advisory Councils (Collins, Augsberger and Gecker 2018) would suggest that the current interactions taking place between SRC and youth leaders is less meaningful than wanted and that new practices must be brought into place in order for it to be successful. Consultation with nominated staff at the three secondary schools in the Somerset region has outlined that SRC support and consultation is welcome at the schools and that youth consultation would be valuable. It is noted here that this consultation in itself was not with youth directly and therefore also not the meaningful interactions desired – as information was requested from adults rather than students – however this method was consciously employed as a starting point due to the current youth consultation landscape and as a means to consult with youth meaningfully in the future. Table 1 outlines current school visions for school and student consultation and support; information has been compiled from the three school representatives surveyed as all schools are open to consideration of the various consultation and support platforms that may be offered.

Table 1: Consultation between SRC and Somerset secondary schools

Question	Responses compiled from nominated KSHS, LSHS and TSHS representatives
How can SRC support your school and students?	Support of leaders, support meetings, special event attendance, Somerset Sports Cup, occasional curriculum support, event support (both internal and external school events), support with community events (attended by or hosted by the school), opportunity for students to raise issues with Council.
What benefits do you envisage for your students	Connection to community, supporting local projects and events, support in achieving school projects, leadership development and support.

and school by having SRC support?	
How can SRC be represented at your school/how can SRC consult with the school and students?	Connection between SRC staff and school staff, SRC staff formally requesting students to support local events (including specific roles at these events), SRC attendance at Student Council meetings by invitation or when request for attendance received from SRC staff and approved.
Can you see any barriers to SRC representation in hindering students' achieving their goals?	No.

The results from the school staff consultation indicate that many of the practices currently undertaken by SRC are beneficial to the schools and students and should be continued in the future. This includes support meetings (hosted by the YEO), special event attendance, provision of the Somerset Sports Cup, occasional curriculum support, support of school events (both internal and external) and provision of the Somerset Youth Leaders' Camp. Additional requests were for SRC to specifically invite students to support local events (including outlining what roles those students would undertake when volunteering), for the camp to include time for students and SRC to determine projects to work on together for the year and for SRC to be involved with Student Council meetings. All practices mentioned will serve to support the schools and students and will continue to occur where they are already in place. The additional items should be incorporated where possible and relevant, including projects being identified at camp, and the last practice mentioned – involvement with Student Council meetings – will be especially beneficial in regards to meaningful youth consultation. Student Council representatives may or may not include the student leadership positions of each school, and therefore these students may not have attended camp, however representatives are active members of the school community and will be deemed youth leaders in this report.

Youth consultation in this report refers to both SRC consulting youth and youth consulting SRC. There are many instances where SRC staff would benefit from consulting with youth, particularly about upcoming projects, planning and events, and Student Council meetings would serve as a formal, regular opportunity for this consultation to occur. In addition, Student Council meetings would serve as an ideal platform for students to invite SRC into their space to discuss issues they feel they should raise with SRC and to request support. This opportunity would allow the Student Council to invite SRC on their own terms and would thereby encourage confidence in students to have their say. Schools may build upon the Student Council meeting requests and invite SRC to similarly aligned consultations, which would also be beneficial to attend. This initial consultation strategy could serve as a pivotal platform in getting youth voices heard across our region.

Having consistent consultation between SRC and the secondary schools in Somerset, particularly through Student Council meetings, is an achievable starting point for youth consultation and would build upon the work that SRC and the schools already undertake together. Such two-way consultation through the Student Council meetings will serve to build relationships, increase positive interactions and open lines of communication between youth and SRC. As already mentioned, these interactions may serve as a starting point for additional youth consultation in the future. Building positive relationships with Student Council representatives and having an additional presence at the schools may encourage others to reach out to SRC, not only when at school but after leaving. Ongoing engagement could eventually see the need to develop a Youth Advisory Council – which would provide better representation of the youth community by being open to a broader range of ages and to those not currently in school – however first youth relationships need to be developed and this platform is an ideal foundation.

References

Collins, Mary Elizabeth; Astraea Augsberger and Whitney Gecker 2018 'Identifying Practice Components of Youth Councils: Contributions of Theory', *Child and Adolescent Social Work Journal* 35(6): 599-610.

Attachments

Nil

Recommendation

THAT Council resolve as follows:

- (1) the Youth Consultation, Youth Engagement Officer's Report be received and the contents noted,
- (2) the Somerset Youth Leaders' Camp provide an activity where student leaders identify a school project they will work with Council on throughout the year,
- (3) Council provide a memo to relevant staff outlining the opportunity to formally request students from interested secondary schools to volunteer at local events,
- (4) Council provide a memo to relevant staff outlining the opportunity to consult with Student Council representatives by sending a formal request to the relevant school, and
- (5) Council approve a designated staff member and/or Councillor requested to represent SRC at Student Council meetings or similar consultation when requested by an individual school.

Resolution

Moved – Cr Brieschke

Seconded – Cr Isidro

“THAT Council resolve as follows:

- (1) the Youth Consultation, Youth Engagement Officer's Report be received and the contents noted,
- (2) the Somerset Youth Leaders' Camp provide an activity where student leaders identify a school project they will work with Council on throughout the year,
- (3) Council provide a memo to relevant staff outlining the opportunity to formally request students from interested secondary schools to volunteer at local events,
- (4) Council provide a memo to relevant staff outlining the opportunity to consult with Student Council representatives by sending a formal request to the relevant school, and
- (5) Council approve a designated staff member and/or Councillor requested to represent SRC at Student Council meetings or similar consultation when requested by an individual school”.

Carried

Vote - Unanimous

Subject:	Kilcoy Motorcycle Club Calendar of Events – Date change Requests
File Ref:	SRC/Council Properties/Usage
Action Officer:	DCORP

Background/Summary

Council decided to approve the Calendar of events for the Kilcoy Motorcycle Club for the 2022 year at the Ordinary Meeting on 19 January 2022. The resolution of Council was as follows:

Resolution	Moved – Cr Brieschke	Seconded – Cr Wendt
1. "THAT Council approve the proposed Calendar of Events for 2022 for the Kilcoy Motorcycle Club, comprising 12 competition days, 15 practice days, 10 coaching days, 24 week day clinics (afternoon only) and 9 coaching school days (weekend or school holidays). 2. THAT Council Officers further review the Event Calendar section of the 2022 Event Management Plan to reconsider the process of event cancelling and rescheduling with a report brought back to Council."		
<i>Vote - Unanimous</i>		<u>Carried</u>

Details of all requests made and whether the request was approved or not, over the last two years, are as follows

2020

Doc ID	Date of Request	Type of Request	Status of Request
1170749	19.01.20	Request to Cancel	Approved
1175521	09.02.20	Request to Cancel	
1181983	05.02.20	Change Request	
- Wednesday 11 th March to Thursday 12 th March			
		- Saturday 14 th March to Saturday 11 th April	Approved
		- Wednesday 22 nd April to Tuesday 14 th April	
1182640	09.03.20	Change Request	
- Saturday 15 th February to Saturday 28 th March			
		- Saturday 14 th March to Sunday 26 th April	Approved
		- Saturday 30 th May to Saturday 9 th May	
		- Saturday 20 th June to Saturday 4 th July	
		- Saturday 25 th July to Saturday 15 th August	
		- Saturday 12 th September to Sunday 13 th September	Approved
1196729	23.05.20	Change Request	
	- Use of dates from Covid Shut down		Approved
1198846	25.05.20	Change Request	
	- 9 May 2020 to 30 May 2020		Approved
1201183	03.06.20	Request to Change	
	- 4 July 2020 to Saturday 6 June 2020		Approved
1203772	14.06.20	Request to Change	
	- Sunday 19 th April which wasn't used due to the Covid-19 shutdown - move it to Saturday 11 th July, Sunday 12 th already approved practice day		Approved
1204469	17.06.20	Request to Change	
	- 27 June 2020 to 3 October 2020		Approved
1219131	17.08.20	Request to Change	
	- 29 - 30 August 2020 - Moved From 3 - October 2020 and 14 November 2020		Approved
1221891	27.08.20	Request to Change	
	- 21 September 2020 - 23 September to 30 September 2020 - 1 October 2020		Approved
1223555	02.09.20	Request to Change	
	- 18th October To 25th October 2020		Declined
1225173	08.09.20	Request to Change	
	- 9 September 2020 to 22 September 2020		Approved
1225551	09.09.20	Request to Change	
	- From 17 October 2020 to 22 September 2020		Approved
1227077	15.09.20	Request to Change	
	- From 17 October 2020 to 22 September 2020		Approved
1234651	13.10.20	Request to Change	
	- morning ride session (8am-12pm) on Saturday 21 st November used from the Sunday from the cancelled ATV National Championships		

Most of the requests in 2020 were forced because of COVID shutdowns or requirements placed on the club based on numbers permitted on site and the club not having a Plan or checklist in place. Many dates within the approved calendar or subsequent approvals in 2020 were not utilised and the events were cancelled.

2021

Doc ID	Date of Request	Type of Request	Status of Request
1275088	11.03.21	Request to Change	Approved
-	8 May 2021 to 24 April 2021		
1278747	25.03.21	Cancelled Event	
-	Cancelled Event - Sunday 28 March 2021		
1279400	26.03.21	Request to Change	Declined
-	From 27 June 2021 to 13 June 2021		
1284067	15.04.21	Request to Change	Approved
-	Additional ATV Practice Day - 4 September 2021		
1285443	20.04.21	Cancelled	Sunday 18 April 2021
1285444	20.04.21	Request to Change	Approved
-	Request to Reschedule Cancelled Event From 18 April 2021 to Proposed Event - Sunday 7 November 2021		
1293047	14.05.21	Request to Change	Declined
-	Request for Event Changes - From 27 June 2021 to 13 June 2021 - Kilcoy Motorcycle Club		
1309645	13.07.21	Cancelled	4 July 2021
1310277	14.07.21	Request to Change	Approved
-	Request to Change Club Day - Club Day moved from the 29th August to 15th August 2021		
1315047	30.07.21	Request to Change	Approved
-	Sunday, 29 August 2021 to Sunday, 15 August 2021		
1321259	23.08.21	Request to Change	Approved
-	Change Events on Calendar due to Cancellation of ATV National Championships - 16 - 17 2021 - Kilcoy Motorcycle Club		
1339114	26.10.21	Request to Change	Approved
-	Sunday 7 November 2021 to be moved to Saturday 27 November 2021		
1341184	02.11.21	Request to Change	Not Required
-	Request for approval - Change of Times - Track Hire - Wednesday 3 November 2021		
1344178	11.11.21	Cancelled Event	
-	Cancellation of Track Hire - 13 November 2021		
1350935	03.12.21	Cancelled Event	
-	Track Hire Cancelled - 4 December 2021		

Most of the requests in 2021 were forced because of COVID shutdowns or border closures. Many dates within the approved calendar or subsequent approvals in 2021 were not utilised and the events were cancelled.

2022

Doc ID	Date of Request	Type of Request	Status of Request
1357656	07.01.22		
-	Kilcoy Motorcycle Club - 2022 Event Management Plan		
1360845	21.01.22	Request to Change	Declined
-	Request for amendments to Calendar - February and March 2022 - Kilcoy Motorcycle Club		
1361001	21.01.22	Cancelled Event	
-	CANCELLED Event - Practice Day Sunday 23 January 2022		

The declined request was made for time and type of use changes in February and March. Instead of a coaching afternoon a coaching day was proposed and vice versa.

During 2020 around September the club were advised that for rained out events and not COVID enforced these events were to be utilised on a use it or lose it basis not rebooked to another day. The weather was not an excuse for a calendar change. 2020 and 2021 have been very unusual years for the club with lots of calendar changes forced by COVID or by changes to dates at other venues having a cascading effect on their calendar (particularly with MQ approved events).

During 2021 it was decided to advise the club that weekends that were rain effected or COVID affected could not be re-used. This would potentially mean losses to the club's calendar of events. However, due to there being less lock downs the need for Calendar changes should be much less.

Community Feedback

Council Officers met with the neighbours of the Kilcoy Motorcycle Club in Glenfern to receive their feedback and issues and determine whether any refinements to the Event Management Plan were feasible. The issues raised by the neighbours were as follows:

- (1) The Calendar change process was being as discussed by Council and a report about that would be placed on the agenda for the meeting of 23 February 2022.
- (2) The Kilcoy Motorcycle Club will be asked to consider changing their sign near the canteen in order that it is clearer from the road (larger) and that it is used to notify dates of next event.
The notification process was considered appropriate if the club were to ask for a calendar change and Council considered it appropriate to approve. 24 hours after approval is granted Kilcoy MX is to notify neighbours and post on the club's calendar, facebook and the sign at the front of the property. However, the club would need a strong case for calendar changes. Council's initial position would be 'no' (use it or lose it) unless a genuine case was demonstrated. For example, wet weather or a coach becoming unavailable is unlikely to get support by Council to change the calendar.
- (3) The Event Management plan had conditions over camping prior to an event. The neighbours reported incidents where they believed that this requirement was not being met. Local Laws to be asked to make site visits prior to a couple of events (at random) and check what is happening.
- (4) Parking external to the site was a problem where the spectators didn't park on Runge's road. The club will be asked to designate spectator parking on Runge's road and to put out some bins for rubbish and clean up the area afterward.
- (5) The Helicopter landing area needs to be designated properly and it's use conditions need to be incorporated into the Event Management Plan.
- (6) Long Term Plan – given that Council had limited capability to condition the property at it's current location, it was agreed that a new location would be best.

The Lease and Event Management Plan were explained, also the process of obtaining evidence that can be produced and relied upon in a court of law. It was explained that the property had not gone through a planning process and as such conditions were not stipulated at the beginning of use. If it had been conditions would be easier to enforce through the PandE court. Trying to use the lease or Management Plan when the site has been used for such a long time is difficult. Any information about what may/may not have happened years ago is hearsay and can't be used in court. Having said that, when the lease is re-negotiated for the period from 1 July 2023 consultation will occur and comment will be obtained from effected neighbours.

The matters discussed with the neighbours are being followed up with the Club and the Management Plan. The changes required to the Event Management Plan 2022 have been made and are highlighted with the previous wording crossed out.

Attachments

Attachment 1 – Kilcoy Motorcycle Club 2022 Event Management Plan
--

Recommendation

That Council

1. receive the report concerning the Kilcoy Motorcycle Club Calendar of Events 2022 and that the amended Kilcoy Motorcycle Club 2022 Event Management Plan be approved.
2. Advise the Kilcoy Motorcycle Club that the working arrangements concerning calendar changes that were put in place during the 2020 and 2021 years to deal with the COVID pandemic impacts on all clubs will not continue and all events within the approved Event Calendar will not be altered except where changes are made by Motorcycling Queensland to Events outside of Kilcoy that impact the approved Calendar of Events for the Kilcoy Motorcycle Club.

Resolution	Moved – Cr Whalley	Seconded – Cr Choat
<p>“That Council</p> <ol style="list-style-type: none">1. receive the report concerning the Kilcoy Motorcycle Club Calendar of Events 2022 and that the amended Kilcoy Motorcycle Club 2022 Event Management Plan be approved.2. Advise the Kilcoy Motorcycle Club that the working arrangements concerning calendar changes that were put in place during the 2020 and 2021 years to deal with the COVID pandemic impacts on all clubs will not continue and all events within the approved Event Calendar will not be altered except where changes are made by Motorcycling Queensland to Events outside of Kilcoy that impact the approved Calendar of Events for the Kilcoy Motorcycle Club”. <p style="text-align: right;"><u>Carried</u></p> <p style="text-align: center;">Vote - Unanimous</p>		

Subject:	Corporate and Community Services Monthly Report – January 2022
File Ref:	INFORMATION MANAGEMENT - REPORTING - Corporate Service Report
Action Officer:	DCORP

Background/Summary






In delivering on Council's Operational Plan and commitment to excellent customer service, the Corporate and Community Services Department offer the following information as a representation of activities undertaken during the month of January 2022.

Records

Documentation – At a Glance – January 2022

Inward/Actioned Documents – 3372	Outward Correspondence - 1405
Customer Service Requests - 594	Councillor Requests – Seventeen (17)
Decision Notices/Workshop Outcomes - Decision Notices – Thirty-One (31) Workshop Actions – Seven (7)	Tender/Quotation – Tenders – Three (3) Numbered Quotations – Zero (0)

Total Documents Registered January 2022 – 6852

 Emails In - 2892 Emails Out - 1215	 Customer Requests - 594 Councillor Requests - 17	 Letters In – 576 Letters Out - 93
 Invoices - 732	 Receipts - 127	 New Folders - 133

Managing the Covid outbreak bought back a now almost familiar requirement to adapt recordkeeping practises to function with dispersed staff. Earlier in the month document statistics were down (presumably due to Christmas closures and other closures due to Covid) but have picked up again now. The records team took this opportunity to continue to work on their longer term projects such as the 2021 disposal as well as auditing and digitising permanent paper-based records.

Information and Communication Technology (ICT) Monthly Report – January 2022

Software and infrastructure upgrades continue in line with budgetary considerations and operational requirements, and work continues implementing audit recommendations in line with target dates.

Electronic signatures have been implemented for timesheets and other internal forms.

A replacement public mapping solution is nearing readiness, with the internal solution currently under development. Resourcing of GIS continues to be an issue with no specifically assigned staff.

Cyber Security

Percentage of incoming emails identified as malicious remains steady at 35% although total volumes were still down with the Christmas period. Phishing emails continue to target Office365 and videoconferencing utilities, with several incoming malicious emails received from compromised email accounts at vendors and other government entities including Councils.

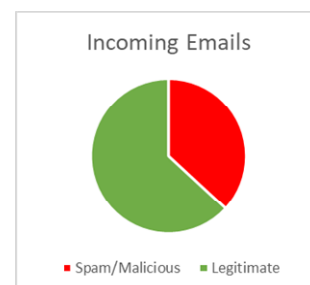
Phishing testing of all corporate email users continues in line with audit requirements, with four users 'caught' in the most recent quarterly phishing test and requested to repeat online cyber security training. Phishing testing involves sending benign copies of malicious emails to staff and Councillors

to increase their awareness and test their response to a potential risk and forms an important part of cyber security preparedness.

Targeted attacks continue against internet facing resources, with the Australian Cyber Security Centre (ACSC) and Queensland Government Chief Information Officer (QGCIO) continuing to warn of ongoing campaigns by foreign nations and organised hacker groups targeting Australian government and business networks. Recent attacks have focused on targeted phishing emails and leveraging newly discovered software vulnerabilities before patches to fix them are released or installed, and there has been an increase in activity over the holiday period attempting to take advantage of diminished ICT staff numbers and an increase in remote working.

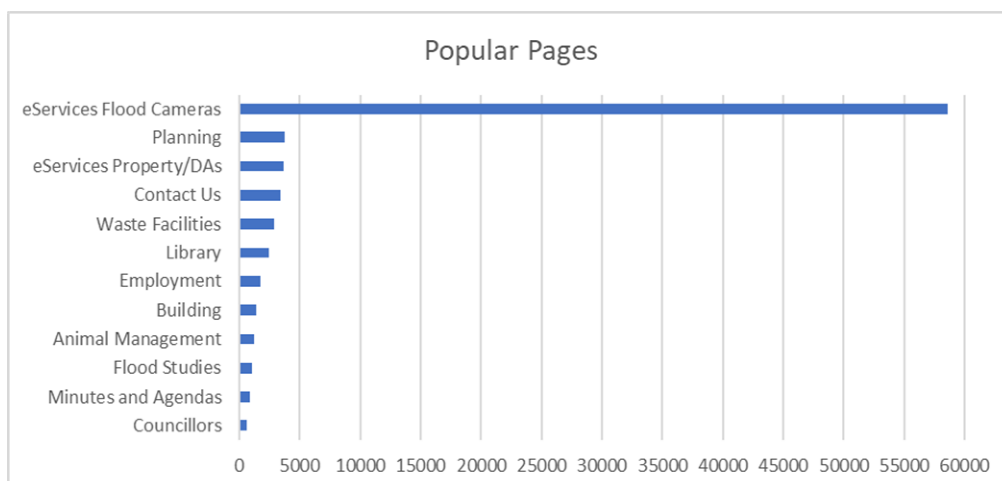
January also saw follow-up vulnerabilities in patches for the Log4j logging utility used by many software packages. It is difficult to detect and patch as the utility is often embedded in other executables. Critical Windows patches also introduced many technical issues including breaking remote access on some computers.

Thousands of compromise attempts continue to be detected on Council firewalls and websites, mostly comprising automated script attacks and targeting known vulnerabilities or weak passwords.



Websites

The primary corporate website (somerset.qld.gov.au) received 75,402 page views for the month, while eServices (eservices.somerset.qld.gov.au) received 49,088 page views with flood cameras again by far the most popular.



Arts and Culture

The Condensery – Somerset Regional Art Gallery

250 Visitors	1,032 Social Media Followers 11,552 Social Media Reach 28 Social Media Posts	2 New Publications
<p>“Really interesting and exciting exhibition – glad we stopped” “Atmospheric, mysterious, alluring. Better lighting would be good” “Absolutely wonderful!” January Feedback</p>		
	1 Live Performance 1 Exhibition Launch	3 Exhibitions Presented 12 Exhibitions in Development

Artistic Program

Drawn to Home Catherine O'Donnell and *The Lost Hour* Diana Baker Smith closed on Sunday 23 January. Both exhibitions were a huge success, with positive visitor response.

Material Sound opened on Friday 28 January with a new performance by Brisbane based artist Ross Manning. The performance and opening were attended by over 60 people, many travelling from Brisbane, the Sunshine Coast and Ipswich in addition to local audiences. Locals included the owners of Toogoolawah business Out There Cycling, who posted a positive review and video of the exhibition on their social media. A group of Brisbane visitors stayed overnight in Toogoolawah and several visiting on the following weekend, posting favourably on social media about their visit to The Condensery and stay in the region.

The Condensery continues to offer art making activities from the Asia Pacific Triennial (APT10) Kids on Tour program from QAGOMA. The series of artist designed kids art making activities will be available until April 2022 with a new activity featuring each month.

Our artist in residence, Caitlin Franzmann attended the opening of *Material Sound* with her collaborator Dhana Merritt and used the opportunity on site to test refreshments for their upcoming *Mutual Making | Weed Wandering* event on Saturday 5 March at 2pm. The duo will be joined by weed expert Kate Wall for a guided walk of The Condensery grounds and creek followed by their locally inspired refreshments.

Work and research continues on upcoming exhibition *Slow Churn*, opening 9 April, with additional funding received late last year from the Regional Art Fund and a late career survey of work by eminent local artist Merton Chambers in July 2022.

The Condensery launched its first annual program in late January. The program highlights exhibitions in the main gallery and bomb shelter exhibition spaces planned for 2022 and acknowledges funders and supporters.

Other Activities

The Condensery's first strategic plan was ratified by Council. The Plan forms the key framework to drive The Condensery's direction and programming. It sets out the vision and values for the gallery going forward as well as the opportunities for growth and development.








Rollout has begun on the new branding and logo for The Condensery with new posters, flags and signage.

A beautiful new brochure detailing The Condensery's history, building and significance of the red deer in Somerset has been produced utilising the new design. This single brochure replaces three outdated publications.






The new Learning and Engagement Officer position has been advertised. The position is a result of the successful *Tackling Tough Times Together* application, and also funds an annual program of art making activities for children and young people that addresses the impact of drought, assists with recovery and builds resilience through creative opportunity and expression.

The Condensery launched a new Instagram account in late January. Initial posts introduced a new audience to the gallery, new branding and 2022 artistic program. Over 100 new followers signed up in the first week.

Somerset Libraries




 2184 Reach 792 Followers 12 Posts	 3039 Website visits	 12729 Physical Circulated	 12 Events and Activities
 400 Computer Bookings	 5405 Catalogue Searches	 4939 Total Interactions 48 New Members	1323 Esk 1608 Kilcoy 1643 Lowood 365 Toogoolawah N/A Outreach
<p>Recognising Libraries' place in society for recreational access with correlations to mental health and wellbeing, school holiday programs went ahead as scheduled, operating under COVID-19 safe guidelines. Patrons enjoyed jewellery making and robotics sessions alongside various craft activities. Passive programming continued to be a popular option across all branches with the conclusion of the Summer Reading Club Scavenger Hunt yielding 97 participants.</p> <p>Libraries were present at Somerset Celebrates where approximately 100 goodie bags containing promotional materials about service offerings were dispersed to attendants. Back of house, saw an increase in stock deliveries with an additional 700 items added to the catalogue for members to enjoy. This is up from an average of 350 a month.</p> <p>In forward planning for the year ahead, events were planned up to and including the month of April. Included in the programming schedule is a "March Into Mindfulness" series focusing on increased mental health and wellbeing and including activities such as mandalas, macrame, mindful Storytimes and a community art gallery activity at Lowood and Toogoolawah branches. Promotional material is currently being devised with programming to appear on Council Events calendars as soon as practical.</p>			

Somerset Civic Centre

 13 Community Events	 702 Visitors	Community Partnerships / Key Stakeholder Engagements Work continues with the Esk Community Choir for their ticketing needs.	Top Feedback <i>'Thank you so much for sending through the extensive updated COVID information and your assistance with this'</i> Regular Hirer
 2	 2	 Marketing Reach	16 Facebook Posts 212 Facebook Followers Reach – 3276

Corporate/Civic Events	Programs Developed (Ongoing)	
<p>In forward planning for the year ahead the Civic Centre submitted two grants through Arts Queensland for the 10 Stories project, with outcomes to be advised in March. Development of the project and annual program continues, with marketing finalised for February - May events on website and social media.</p> <p>Work continues on the Civic Centre Strategic Plan, to be presented in draft to the Civic Centre Advisory Committee on 28 February. The plan will include the vision for the next three years of the Centre.</p> <p>The Somerset Celebrates event and Australia Day Awards and Citizenship took place 25-26 January with Somerset Celebrates utilising the centre and adjacent grounds, with great success.</p>		

Events











 <p>Somerset Celebrates 150</p>	 <p>Citizenship Ceremony 120</p>	 <p>Australia Day Awards 100</p>
<p>Increasing COVID 19 cases in Queensland triggered several changes to the initial plans for Australia Day events to eliminate risk and limit large gatherings.</p> <p>Somerset Celebrates welcomed over 150 guests to the grounds of the Somerset Civic Centre to enjoy a free, family fun event including food trucks, children's activities, pony rides, indigenous painting and dancing, as well as a fireworks display. Those who attended were appreciative of the free celebrations.</p> <p>Traditional Australia Day events were separated into two ceremonies due to restricted capacity at the Civic Centre. The Citizenship ceremony welcomed 53 new Australians for the Somerset Region alongside their family and friends (3 conferees were unable to attend due to Covid). Following this ceremony, the Australia Day Awards were presented to winners across six categories from 23 nominees.</p> <p>February includes EventPro training and the first Arts Networking Dinner for the year.</p> <p>Planning has commenced for an International Women's Day event in March and looking ahead at our 2022 calendar to begin preparations for annual events.</p>		

Sport and Recreation

The following contains an overview of Sport and Recreation programs and projects for the month of January 2022.

Indoor sport, gymnasium and aquatic facility operations

Facility	Commentary / Highlights	Attendance for the Month	Comparative to Month Historical Average	Membership Change (comparative to previous month) - Total

Fernvale Indoor Sports Centre	<ul style="list-style-type: none"> Police Sergeant TJ Baker, commenced as Fernvale Club Manager 21 young people participated in the Braking the Cycle Program, travelling 1,547 kilometres The Youth Management Team re-commenced operations for 2022 	1,347	 (1,514)	 +8 (853)
Kilcoy Indoor Sports Centre	<ul style="list-style-type: none"> Sponsored Fashion on the Field New services include dietician, herbalist, occupational therapist, remedial massage therapist, exercise physiologist Launched private YouTube Channel for members 	1,114	 (1,116)	 -34 (195)
Toogoolawah Community Gym	<ul style="list-style-type: none"> Promoting services and new challenges through a range of internal and external channels Covid concerns Movement to Music average over 35 attending regularly 	249	 (243)	 -4 (41)
Esk Swimming Pool	<ul style="list-style-type: none"> All facilities are managed by Somerset Leisure Several events were cancelled or postponed due to poor weather and impacts of COVID-19 Pool Movie Nights had positive attendance 	40	 (292)	N/A
Kilcoy Aquatic Centre		1,543	 (1,163)	N/A
Lowood Swimming Pool		1,316	 (682)	N/A
Toogoolawah Swimming Pool		689	 (585)	N/A

Sport and Recreation Highlights and Projects

- Pool Movie Nights** held at the Lowood Swimming Pool and Kilcoy Aquatic Centre on Tuesday 11 and Thursday 13 January respectively. Like the December pool movie nights, these also offered free entry and a free barbeque meal for the community. The events were supported by the facility lessee, Somerset Leisure, and the Lowood Scouts Group and Kilcoy Swimming Club respectively. Attendances were positive, with 136 (23 more than December) attending the Lowood event and 117 (26 less than December) attending the Kilcoy event.
- The Australia Day Pool Parties** were held at each of the 4 pools with family friendly musical entertainment at Lowood and Kilcoy including a free barbeque meal was provided by the same clubs as per the pool movie nights.

- Construction of the **New Toogoolawah Community Gym** continued through January. Most notably the roof installation was completed. Exterior finishes and interior cladding and services including electrical works are well underway. The construction of the facility is due for completion in late March 2022. The official opening for the gym is being finalised.
- The **Toogoolawah Swimming Pool Splash Pad** is under construction with service installation and a preparations for the slab construction well underway. The works are due for completion in May 2022.
- The tender for the **Lowood Swimming Pool Refurbishment** was re-released in January 2022. A tender site inspection meeting was held on 27 January 2022. The tender will close Friday 18 February 2022.

Youth Engagement

Working With Children

Officer Report – Review of Working with Children Risk Management Strategy, Policy and Procedures was submitted to the Ordinary Council Meeting held on 19 January, 2022. The recommendations will be actioned.

School Holiday Program

Attendances at the Summer School Holiday Program will be reported by appropriate officers. The co-hosted YEO and Somerset Libraries jewellery making workshops saw 29 attendees across the four workshops.

Somerset Youth Leaders' Camp

The Somerset Youth Leaders' Camp 2022 has been postponed to 4-6 April and will remain at the Gold Coast Recreation Centre. Information will continue to be forwarded to camp participants as necessary and those invitees who could not attend the camp in January will be re-invited.

Community Development Report

Due to the COVID surge most services have opted to move to virtual appointments. This has meant little usage of the hubs. Natalie Cotter has returned to **Kilcoy and Uniting Care** will return from February. A new allied health service is keen to offer speech and occupational services from Kilcoy using a hybrid model for speech, with an allied health assistant on site linking the therapist virtually. Schools and early years centres have been advised. The service will visit once appointments have been scheduled. It is a fee for service, with some Medicare rebate available if referred via a GP with an enhanced primary health care plan.

Work has continued on the Kilcoy primary school journal with an expected delivery date in early March. The high school journal was to be delivered in late January but was delayed due to COVID staff shortages at the printers and is now due to arrive early February, in time for the re-scheduled term one commencement. The high school plan to use it as part of their wellbeing program. The soft launch which was to take place has been cancelled, as schools currently are not accepting visitors or holding assemblies.

Marcus Mission held their first barbecue and workshop this month in Fernvale. Fourteen men attended. The program is funded through the Localised Mental Health Initiatives Grant, with the aim of developing men's understanding of mental health and hopefully develop some mentors to provide ongoing peer support. This program will be ongoing throughout the year. Somerset continues to be impacted by the housing crisis, which is impacting on people's mental health. There are a number of new mental health support services which are now available in the region, but although there are support services for those at risk of homelessness, there is no housing options available.

Planning is in progress for an International Women's day event in Kilcoy, Mad Hatter's Tea Party in Lowood and a seniors morning tea in partnership with Lutheran Services in Toogoolawah. Music to Movement returned to Toogoolawah, after the Christmas break, with a new ten week term to follow on from 21 February.

Attachments

Nil

Recommendation

That the Corporate Service Report for January 2022 be received, and the contents noted.

Resolution

Moved – Cr Gaedtke

Seconded – Cr Isidro





“That the Corporate Service Report for January 2022 be received, and the contents noted”.










Carried*Vote - Unanimous*

Subject: Tourism and Promotions Report - January 2022
File Ref: Tourism – Promotions
Action Officer: A/MRT

The following is the January 2022 summary of activities for Somerset Explore and Visitor Information Centres and the Tourism team members.


Visitor Statistics


	Somerset	Brisbane	Other SEQ	Rest of state	Inter-state	International	Total
 Esk VIC	11	83	55	13	16	0	178
 Kilcoy Explore Centre	44	64	89	26	46	2	273
 Fernvale Explore Centre	61	121	56	18	7	2	265
 The Condesery (T-VIC)	97	107	30	7	8	1	250

	First	Second	Third
Esk	 Maps and Directions	 Outdoor activities	 Brisbane Valley Rail Trail
Fernvale	 Brisbane Valley Rail Trail	 Outdoor Activities	 Fishing/Boating
Kilcoy	 Maps and Directions	 Outdoor Activities	 Caravanning and Camping

The Condensery (T-VIC)	 Exhibition	 The Building	Condensery	 The Condensery Events
-------------------------------	---	---	------------	--

Motivators

Merchandise Sold 	
Esk	\$7
Fernvale	\$3
Kilcoy	\$80

Active Volunteers 	
Esk	13
Fernvale	19
Kilcoy	8
TOTAL	

Digital Media

Facebook



2835 (+11)

Instagram



1398 (+46)

Website



Page Views: 5535

Visitors: 84% new, 16% returning

Peak Time: Wednesday, 26 January

Most Popular Pages: Experience Somerset home page, Somerset Park Campgrounds, and Boating and Fishing

Device Type: 61% mobile, 34% desktop and 5% tablet

Referrals: tmr.qld.gov.au (218), Visit Brisbane (139), and Queensland.com (95)

Volunteer acknowledgement and engagement

Volunteer famil tours for 2022 are currently being planned out by Tourism Officers.

Glen Rock Art Gallery (Esk Visitor Information Centre)

Glen Rock Gallery was closed during January 2022. The first exhibition of the new year will be Albert Hill's *Exhibition of a Lifetime*. The exhibition opens on Friday 3 February 2022.

Events

SEQ Food Trails

At the end of December, Somerset had 19 food businesses listed on the Somerset SEQ Food Trails website.

Council engaged Caravel Media, the contractor for SEQ Food Trails to produce a Brisbane Valley Rail Foodie Trail. The video was used as part of a social media advertising campaign

from mid-November to mid-December to encourage visitation to the region. Engagement results will be made available in 2022.

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 are updated regularly.

Somerset Visitor Guide 2022-2023 edition

The Tourism Team released the advertising prospectus of the next edition of the Somerset Visitor Guide. Bookings are closed with 31 Somerset tourism operators purchasing advertising in the guide. All visual content has now been captured. 19 locations throughout Somerset were utilised, featuring local attractions and tourism operators. The Guide remains on track to be published in early 2022. The graphic design company are currently working on the final proof.

The Experience Somerset website redevelopment is currently underway.

The tourism team plan to launch the new material in late March.

Promotional activities:

N/A for reporting period.

Attachments

Nil

Recommendations

THAT Council receive the Tourism and Promotions Report for the month of January 2022 and that the contents be noted.

Resolution

Moved – Cr Gaedtke

Seconded – Cr Brieschke

“THAT Council receive the Tourism and Promotions Report for the month of January 2022 and that the contents be noted”.

Carried

Vote - Unanimous

Subject:	2022-24 Local Government Grants and Subsidies Program
File Ref:	Recreation and Cultural Services – Service Provision – Recreation Facilities
Action Officer:	A/MRT

Background / Context

In November 2021 the Queensland Department of State Development, Infrastructure, Local Government and Planning released the 2022-24 Local Government Grants and Subsidies Program (LGGSP).

The 2022-24 LGGSP applications close Friday 4 March 2022.

Council has previously endorsed the submission of funding applications for:

- New / renewed playgrounds at Honeywood Park, Stumer Park and Parslow Park

- The purchase and installation of a new lighting system for The Condensery – Somerset Regional Art Gallery
- New PV solar projects
- The installation of shade structures over the new grandstand seating at the Kilcoy Recreation Grounds

Additionally, endorsement is sort for the following projects:

1. Build a Home for Brisbane Valley Soccer
 - Extension and alteration of the Brisbane Valley Soccer clubhouse at the Lowood Recreation Complex to include compliant catering facilities, two change room facilities, as well as male, female and disabled compliant amenities.
2. Sustainable Irrigation and Reinvigoration for the Esk Football Grounds
 - Supply and installation of a digitally automated irrigation system for the rectangular field including the supply and installation of a holding tank, field remedial works and the supply and installation of new rugby league goal posts .
3. Sustainable Irrigation for the Fernvale Sports Park
 - Supply and installation of a digitally automated irrigation system for the rectangular field including the supply and installation of a holding tank.
4. Sunsafe Protection for the Fernvale Skate Park
 - Supply and installation of shade sails to provide complete shade coverage of the Fernvale Skate Park.
5. Sunsafe Protection for the Lowood Skate Park
 - Supply and installation of shade sails to provide complete shade coverage of the Lowood Skate Park.

The applications would be made on the following cost assumptions:

	Total Ex GST	10% Escalation	10% Contingency	Total Cost Ex GST	50% Funding	50% Council Contribution
Build a Home for Brisbane Valley Soccer	\$ 269,407.00	\$ 26,940.70	\$ 26,940.70	\$ 323,288.40	\$ 161,644.20	\$ 161,644.20
Sustainable Irrigation and Reinvigoration for EFG	\$ 105,514.26	\$ 10,551.43	\$ 10,551.43	\$ 126,617.11	\$ 63,308.56	\$ 63,308.56
Sustainable Irrigation for FSP	\$ 213,415.40	\$ 21,341.54	\$ 21,341.54	\$ 256,098.48	\$ 128,049.24	\$ 128,049.24
Sunsafe Protection for FSP	\$ 108,000.00	\$ 10,800.00	\$ 10,800.00	\$ 129,600.00	\$ 64,800.00	\$ 64,800.00
Sunsafe Protection for LSP	\$ 119,500.00	\$ 11,950.00	\$ 11,950.00	\$ 143,400.00	\$ 71,700.00	\$ 71,700.00

All projects are proposed to be completed in the 2022-23 financial year should their applications be successful.

As part of the LGGSP funding application process a prioritisation of all Council projects will be required.

Attachments

Nil.

Recommendation

THAT Council

1. Endorse the submission of a funding application for the following projects: Build a Home for Brisbane Valley Soccer, Sustainable Irrigation and Reinvigoration for the Esk Football Grounds, Sustainable Irrigation for the Fernvale Sports Park, Sunsafe Protection for the Fernvale Skate Park and Sunsafe Protection for the Lowood Skate Park.

2. Authorise the Chief Executive Officer to prioritise all funding applications for the 2022-24 Local Government Grants and Subsidies Program.

Resolution

Moved – Cr Whalley

Seconded – Cr Wendt

“THAT Council

1. Endorse the submission of a funding application for the following projects: Build a Home for Brisbane Valley Soccer, Sustainable Irrigation and Reinvigoration for the Esk Football Grounds, Sustainable Irrigation for the Fernvale Sports Park, Sunsafes Protection for the Fernvale Skate Park and Sunsafes Protection for the Lowood Skate Park.
2. Authorise the Chief Executive Officer to prioritise all funding applications for the 2022-24 Local Government Grants and Subsidies Program”.

Carried*Vote - Unanimous*

Subject:	Hassall Street Pedestrian Bridge
File Ref:	Roads - Design and Construction - Street Lighting
Action Officer:	CD

Background/Summary

Council Officers engaged with external consultants, Projex Partners, to carry out an option analysis on a new pedestrian footbridge in Esk, linking Hassall Street to Glen Rock Trails. Refer to Attachment 1 - Bridge H2336 Hassall Street Pedestrian Bridge for proposed layout sketch.

This option analysis identified various bridge options to consider. The options included: truss bridges, beam bridges and cable stay bridges. Each type of bridge had its advantages and disadvantages when comparing economics, spans, flood immunity, construction timeframes, site constraints and aesthetics. Prices of the bridges varied from \$165,000 to \$750,000.

Considering all aspects of the bridge options analysis investigation of four bridges were taken forward to a more detailed multi-criteria analysis, these were:

- Steel Truss Bridge - Moodie Reisling Series;
- Composite Fibre Truss Bridge - Wagners CFT;
- Steel Truss Bridge - Fleetwood Longreach Series: and
- Cable Stay Bridge - Fleetwood Stirling Series.

The detailed multi-criteria analysis carried out an in-depth assessment on each bridge considering the criteria listed below:

- Engineering
- Environment
- Bridge Aesthetics
- Bridge capabilities
- Stakeholder support

Given all available information considered, conclusions and recommendations were provided in the options analysis report (refer to Confidential - Bridge H2336 Hassall Street Pedestrian Bridge - Attachment 2), Council Officers concluded that best outcome for the project would be the design and construction of the Wagners CFT bridge. Council has previously been utilised this bridge type within the Somerset Region at various locations in Lowood and Fernvale.

This recommendation was presented to the Mount Glen Rock Steering Committee and endorsed.

Attachments

Bridge H2336 Hassall Street Pedestrian Bridge - Attachment 1

Confidential - Bridge H2336 Hassall Street Pedestrian Bridge - Attachment 2

Recommendation

THAT Council authorises the Chief Executive Officer to negotiate the design and construction of the Wagners Composite Fibre Truss Bridge.

Resolution

Moved – Cr Whalley

Seconded – Cr Isidro

“THAT Council authorises the Chief Executive Officer to negotiate the design and construction of the Wagners Composite Fibre Truss Bridge”.

Carried

Vote - Unanimous

Subject:	Community Assistance Grants 2021-2022 – Kilcoy Race Club Inc
File Ref:	Community Relations – Sponsorships – Donations - Doc Id 1357723
Action Officer:	DHRCS

Background/Summary

An out of rounds Community Assistance Grant application has been received from the Kilcoy Race Club Inc to purchase materials to repair and upgrade the horse and cattle tie up stalls at the Kilcoy Recreation Centre.

Amount requested:	\$10,285.25
Total cost of project:	\$10,285.25
Amount recommended to be granted:	\$10,285.25

Assessor's Summary

The applicant states:

The Kilcoy Race Club Inc have been able to access free labour through the Busy at Work group and are wanting to utilise this to repair and upgrade the stalls used by the Race Club and other centre users. The Race Club will oversee the works done.

In the future they may look for more funding to shade the roof between the rows of stalls, depending on the master plan between the Council and Kilcoy Race Club.

Attachments

Nil

Recommendation

That the applicant as summarized in this report be recommended for funding and \$10,285.25 be granted through the Community Assistance Grants budget allocation; plus GST if applicable, to assist with purchasing materials to repair and upgrade the horse and cattle tie up stalls at the Kilcoy Recreation Centre.

Resolution

Moved – Cr Choat

Seconded – Cr Gaedtke

“That the applicant as summarized in this report be recommended for funding and \$10,285.25 be granted through the Community Assistance Grants budget allocation; plus GST if applicable, to assist with purchasing materials to repair and upgrade the horse and cattle tie up stalls at the Kilcoy Recreation Centre”.

Carried*Vote - Unanimous*

Subject:	Community Assistance Grants 2021-2022 – Qld Vintage Aeroplane Group Aust Flying Museum Inc
File Ref:	Community Relations – Sponsorships – Donations - Doc Id 1355449
Action Officer:	DHRCS

Background/Summary

An out of rounds Community Assistance Grant application has been received from the Queensland Vintage Aeroplane Group Aust Flying Museum Inc. The group have undergone a project to replace their old toilet block with a new toilet block incorporating both unisex and ambulant requirements. They are seeking funding to pay for the Council fees involved in the project, \$1947.00 which has already been paid to Council by the club.

Amount requested:	\$ 1947.00
Total cost of project:	\$26,947.00
Amount recommended to be granted:	\$ 1947.00

Assessor's Summary

The applicant states:

The project to replace the old toilet block with a new block incorporating both unisex and ambulant toilet requirements will provide disabled members and visiting general public adequate toilet facilities.

They are seeking funding to pay for the Council fees involved in the project, \$1947.00 which has already been paid to Council by the club.

Attachments

Nil

Recommendation

That the applicant as summarized in this report be recommended for funding and \$1947.00 be granted through the Community Assistance Grants budget allocation; plus GST if applicable, to assist with paying for Council fees involved in the project of replacing their old toilet block with a new block incorporating both unisex and ambulant requirements.

Resolution

Moved – Cr Choat

Seconded – Cr Wendt

“That the applicant as summarized in this report be recommended for

funding and \$1947.00 be granted through the Community Assistance Grants budget allocation; plus GST if applicable, to assist with paying for Council fees involved in the project of replacing their old toilet block with a new block incorporating both unisex and ambulant requirements".

Carried

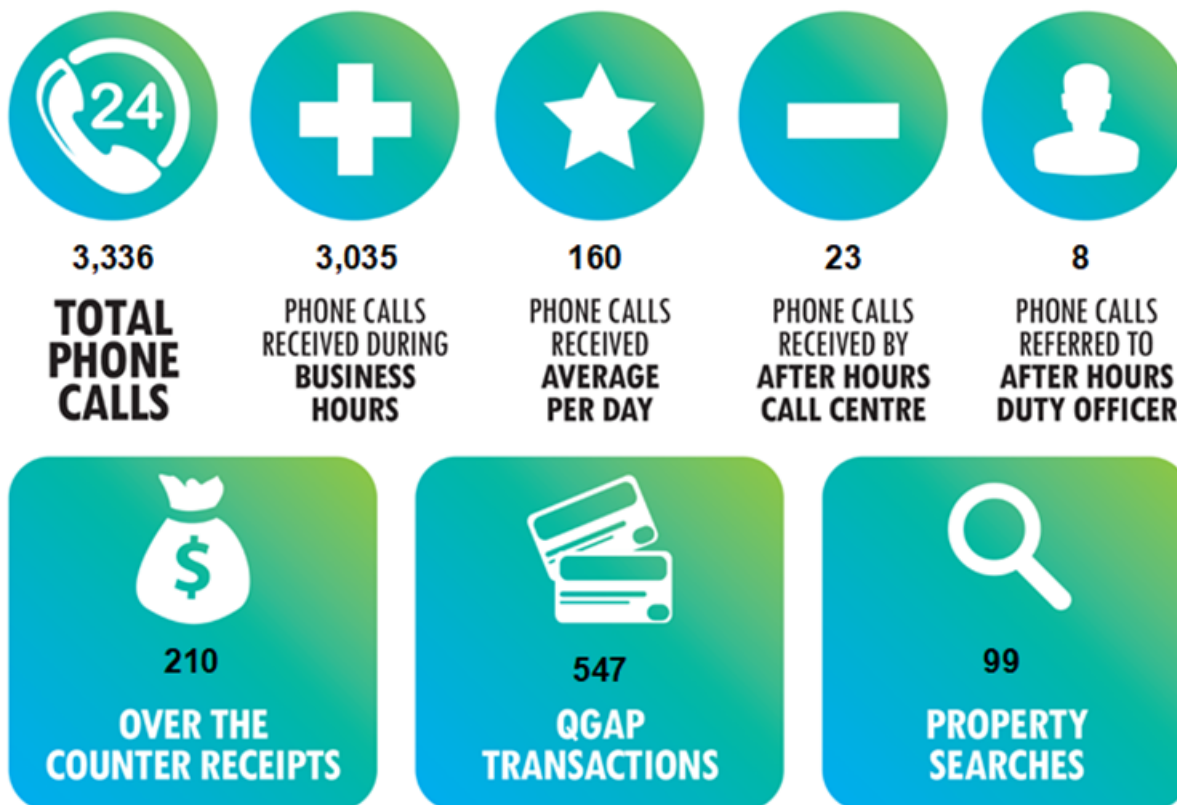
Vote - Unanimous

Subject:	Customer Service Report
File Ref:	Officers Report
Action Officer:	(CSTL) Customer Service Team Leader

Background/Summary

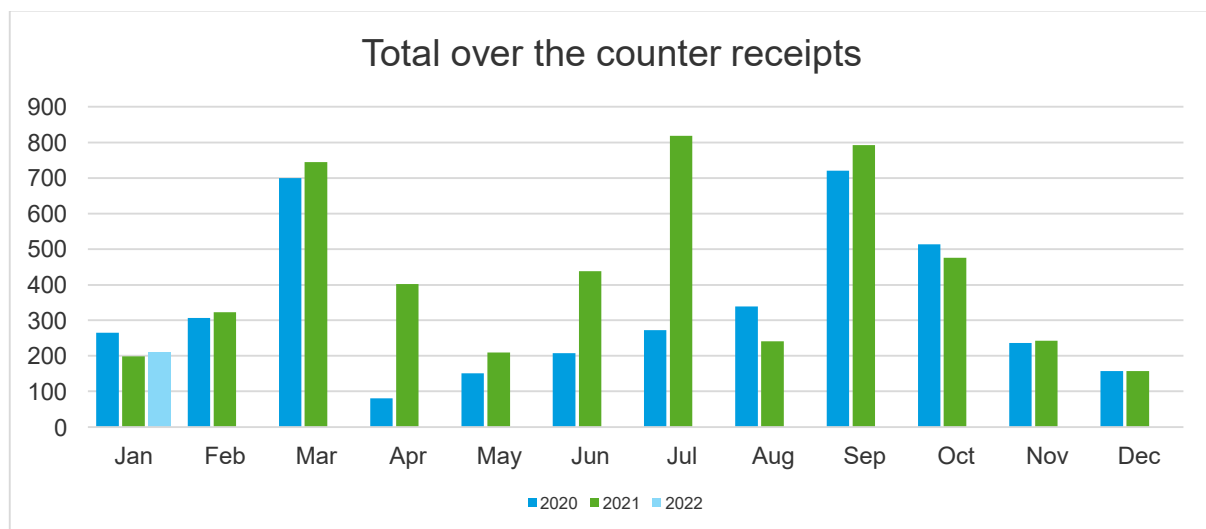
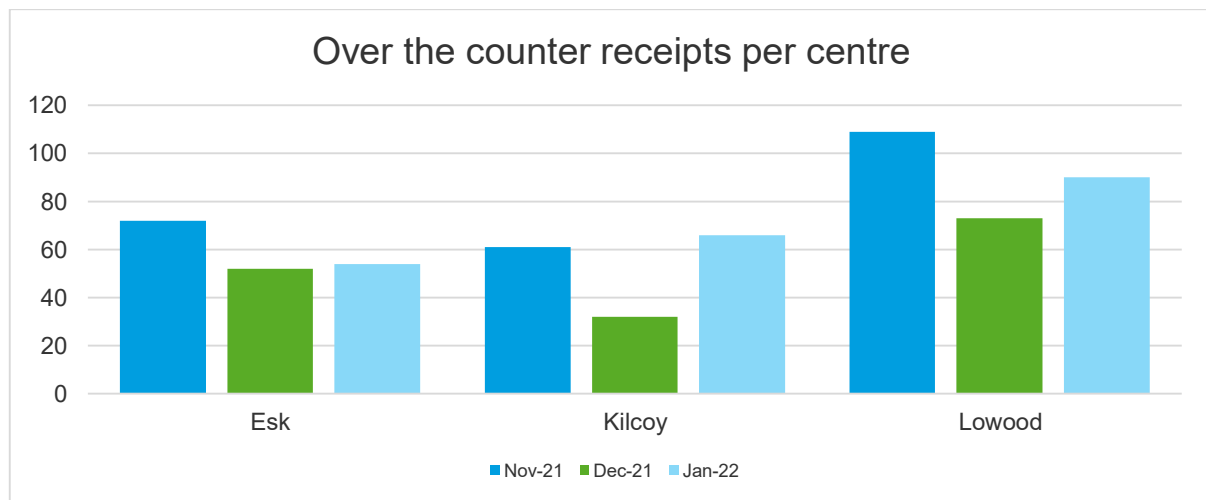
In delivering on Council's Operational Plan and commitment to excellent customer service, a summary of the customer service section activities for the month of January 2022 is provided for Council's information.

Summary for January 2022

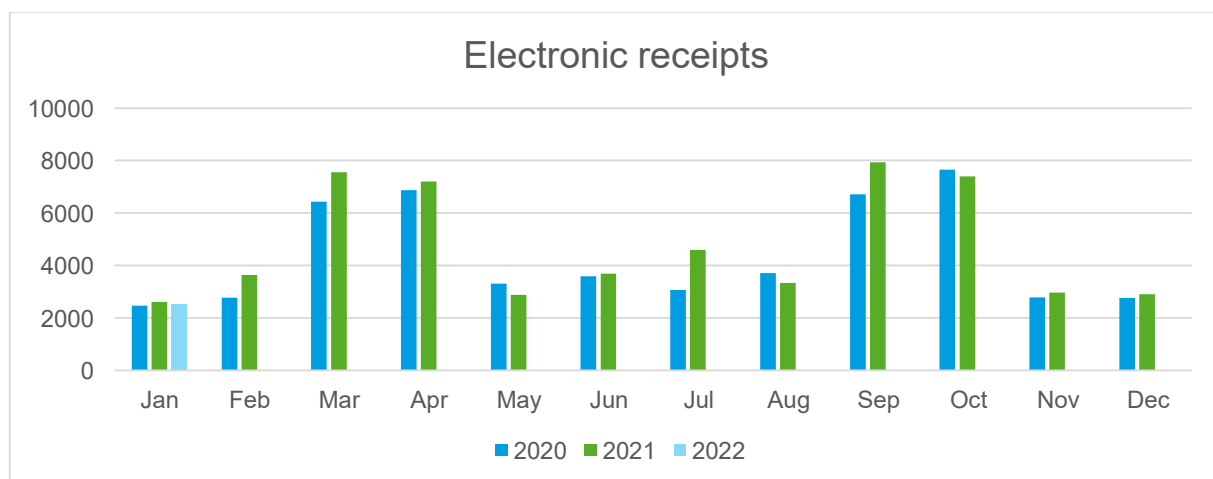


The below table shows the number of Council financial transactions that were taken over the counter at each of the customer service centres in the region for January 2022. These numbers include cheques that were posted into the Council. In total there was 210 financial transactions across the three customer service centres with 54 at Esk Administration Centre,

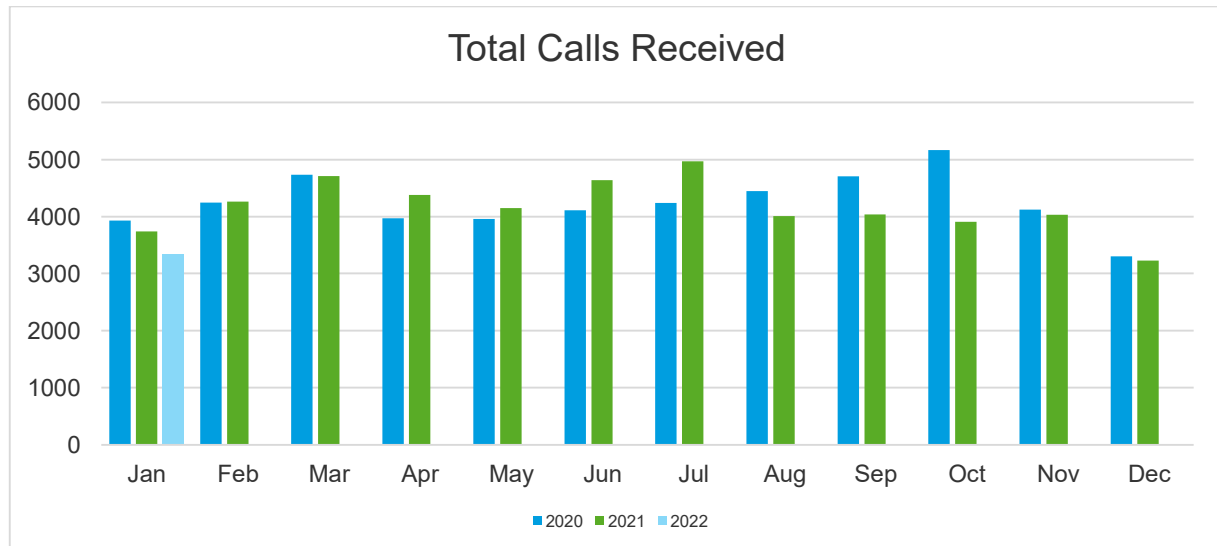
66 at Kilcoy Customer Service Centre and 90 at Lowood Customer Service Centre for January 2022.



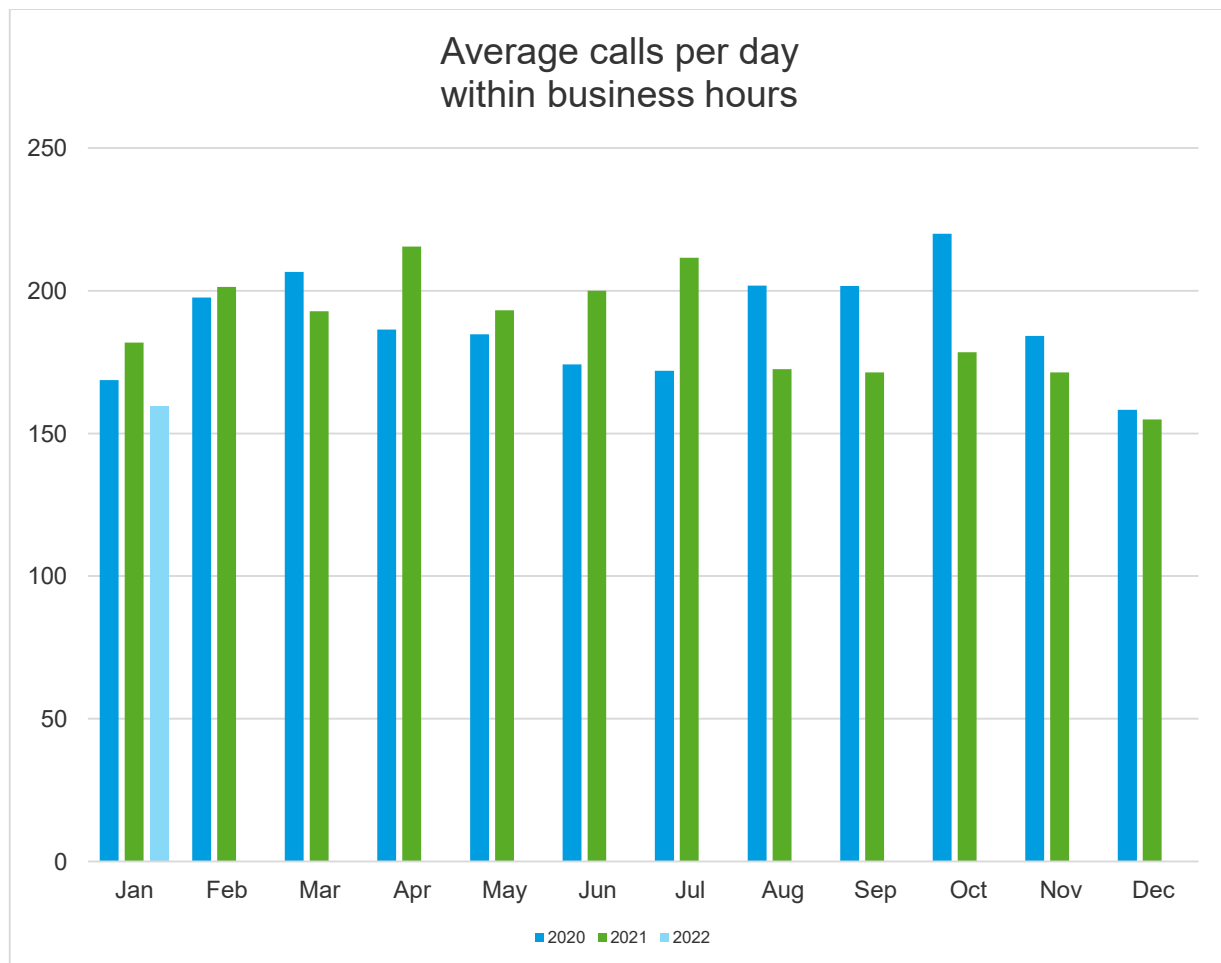
The below table illustrates all other financial transactions (excluding over the counter receipts) received at Council and processed by the finance department. These are BPay and EFT (electronic funds transfer) transactions for payments such as rates, animal registration etc.



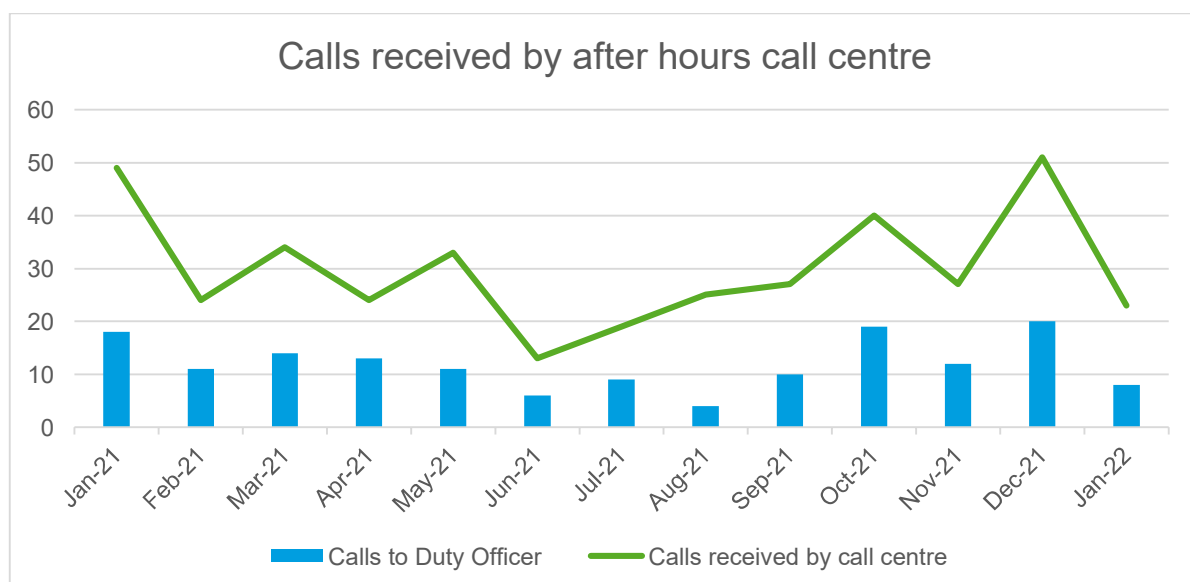
Below are the total number of calls received into the Council main phone line (07 5424 4000), including out of hours, compared to last calendar year. Calls received does not include internal calls made within Council, or outbound calls. There were 3,336 calls received for the month of January 2022. This is an increase of 102 calls compared to December 2021. Compared to January 2021 there was a decrease of 409 calls for the month.



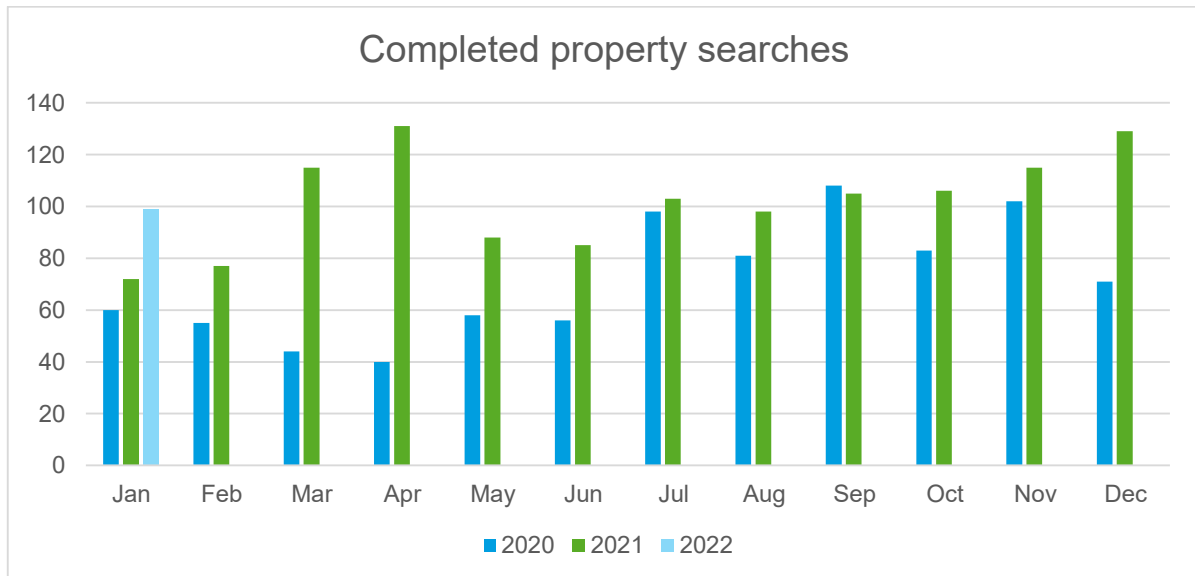
Listed below is a comparison of the average calls received per day within business hours. On average there were 160 calls received each business day for January 2022, which was an increase of five calls on average per day from December 2021. Compared to January 2021 there was a decrease of 22 calls on average per day.



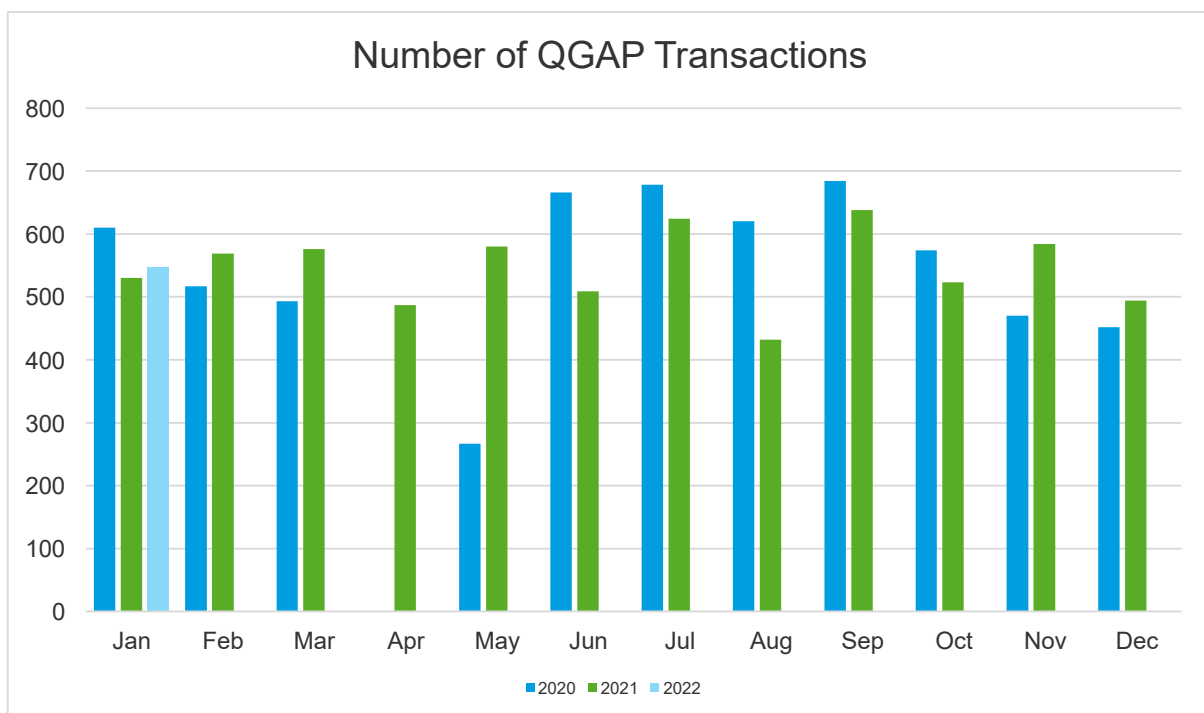
There were 3,035 calls received during business hours and 301 out of hours. Of the 301 calls received out of hours, 23 calls transferred to the afterhours call centre. There was a decrease of 28 calls to Council's afterhours provider compared to December 2021.



For the month of January 2022 there were 99 property searches completed for prospective purchasers. This decreased by 30 completed searches for the month compared to December 2021.



There were 547 Queensland Government Agent Program (QGAP) transactions for the Lowood QGAP agency in January 2022. On average there were 29 transactions per business day in January which is an increase of two transactions per day compared to December 2021.



Attachments

Nil

Recommendation

THAT Council receive the *Customer Service Report for January 2022* and the contents be noted.

Resolution

Moved – Cr Wendt

Seconded – Cr Brieschke

"THAT Council receive the *Customer Service Report for January 2022* and the contents be noted".

Carried

Vote - Unanimous

Meetings authorised by Council

Nil

Mayor and Councillor Reports

Cr Brieschke – Councillor Report

February

- 09 Ordinary Council Meeting
- Council Workshop Meeting
- 10 Brisbane Valley Interagency meeting
- 11 Economic Development Consulting List Strategy meeting
- 16 Local Disaster Management Group meeting
- 17 Kilcoy Art Society AGM, Courthouse Art Gallery, Kilcoy
- 19 Esk Lions Youth of the Year Judging, Toogoolawah High School
- 21 Esk Tennis/Girl Guide Club House meeting
- 22 Kilcoy Interagency meeting (part)
- Policy Executive District 2 consultation meeting
- Economic Development and Tourism Advisory Committee meeting

I had the privilege of attending the 90th birthday celebration for Esk identity, Gladys Freeze on Sunday. Most of you know that Gladys has been a community champion all her life, receiving numerous awards for her involvement, all while raising a large family and still continues actively in the CWA, Esk, today. I wish Gladys a very happy 90th with many more to come.

Cr Gaedtke – Councillor Report

February

- 09 Ordinary Council Meeting - Esk
- 09 Council Workshop – Esk
- 10 Brisbane Valley Interagency Meeting – Zoom
- 13 AAA Racing (AUS) – Jimna Base Camp
- 15 Kilcoy District Progress Alliance AGM and Monthly meeting
- 17 Kilcoy Art Society Inc. AGM and Monthly meeting
- 21 RADF Assessment Meeting – Teams
- 22 Kilcoy Interagency Meeting – Zoom
- 22 Somerset Economic Development and Tourism Advisory Committee Meeting – Esk

AAA Racing (AUS) held its trial event at Jimna Base Camp on Sunday 13 February. The event consisted of two running legs that shared a total of 80km of trails, and around 50 runners became part of the inaugural event. The runners are welcomed to the northern section of our beautiful region, and I look forward to the return of this event in February 2023 at Jimna.

AGM – Kilcoy District Progress Alliance and Kilcoy Art Society Inc.

Congratulations to these two successful non-profit community groups who have achieved very important milestones and projects in 2021. The strength of these groups will only provide a positive and rewarding presence in the Kilcoy community. I encourage residents to pop along to the monthly meetings to learn what these groups are about and maybe consider becoming members.

Cr Isidro – Councillor Report

February

- 10 BV Interagency meeting, Esk
- 15 Esk Recreation Advisory Committee meeting
- 15 KDPA AGM and committee meeting
- 16 LDMG committee
- 17 KASI AGM
- 21 Tennis Steering committee meeting, Esk
- 22 Kilcoy interagency meeting, via Zoom

Cr Wendt – Councillor Report

February

- 09 Ordinary Council Meeting – Esk
Workshop Meeting – Esk
- 15 Somerset and Wivenhoe Fish Stocking Association - Fernvale
- 16 Somerset LDMG Meeting – Teams
- 17 Northern SEQ RRTG Executive Meeting - Teams
- 22 Somerset Economic Development and Tourism
Advisory Meeting – Esk
Lowood Recreation Grounds Meeting - Lowood

Mayor Lehmann – Mayors Report

Thursday 20 January 2022	11.15am	Teleconference with Chief Health Officer (CHO)
Sunday 23 January 2022	2pm	Attended installation of new Parish Pastor Ben Graham at Lowood Lutheran Church
Monday 24 January 2022	7pm	Lowood Lions Meeting
Tuesday 25 January 2022	1.30pm	Teams meeting for Lockyer Somerset Water Collaborative
	3.30pm	Teams - Covid Round up
	4pm	Somerset Celebrates – Australia Day Event – Somerset Civic Centre
Wednesday 26 January 2022	9am	Citizenship Ceremony – Somerset Civic Centre
	11am	Australia Day Awards
Friday 28 January 2022	8.30am	Council Strategy discussion
	5pm	Opening of “Material Sound” - The Condensery
Monday 31 January 2022	2pm	Teams briefing for LGAQ Policy Executive
Tuesday 1 February 2022	11am	Economic Development Tourism Advisory Committee (EDTAC) expressions of interest meeting with CEO
	4pm	COVID Update West Moreton Health
	6pm	Art Networking Evening “What’s the Plan?” – Somerset Civic Centre

Wednesday February 2022	2	2pm	Ipswich DDMG and West Moreton Health COVID update
Thursday 2022	3	10am	Radio interview re Covid clinics and Olympics
		1.30pm	Meeting with Esk Jockey Club
		3pm	Lockyer Somerset Water Collaborative Meeting
Friday 2022	4	9.30am	Sergeant Karlene Trezise "Piping Out" retirement function at Esk Police Station
Monday 2022	7	5.30pm	Lowood Lions meeting re tea room setup
Wednesday February 2022	9	9am	Council meeting and meetings with Prime Minister and other Federal members
Thursday February 2022	10	8.30am	Attended COMSEQ offices Fortitude Valley for delegations with relevant Federal ministers
Friday 2022	11	8.30am	Economic Development strategy session
Saturday 2022	12	9.30am	Esk RSL Sub Branch AGM
Monday 2022	14	7pm	Lowood Lions Meeting
Tuesday 2022	15	7pm	Somerset Wivenhoe Fish Stocking Association Meeting at Fernvale Lions Rooms
Thursday February 2022	17	1pm	Kilcoy Art Society AGM - Kilcoy Art Gallery
		7pm	Lowood Ambulance Committee - Ambulance Station, Lowood
Friday 2022	18		Council of Mayors Resilient Rivers, AGM, Board Meeting – Twin Waters
Saturday 2022	19		Council of Mayors Strategy Day – Twin Waters
Monday 2022	21	2pm	Catch up with Regional Director Department Agriculture and Fisheries
Tuesday 2022	22	11am	Attended Esk Office – District Motion review LGAQ
		1pm	EDTAC Meeting
Wednesday February 2022	23		Council meeting

Resolution

Moved – Cr Whalley

Seconded – Cr Brieschke

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

Carried*Vote - Unanimous***Receipt of Petition**

Nil

Consideration of notified motions

Nil

Reception of notices of motion for next meeting

Nil

Items for reports for future meetings

Nil

Closure of Meeting***Summary***

There being no further business, the Mayor, Cr Graeme Lehmann closed the meeting at 9.58am.

Appendix A – Kilcoy Motorcycle Club Event Management Plan



Kilcoy Motorcycle Club Inc

Event Management Plan – 2022

After Hours Contact: President – Luke Kitchen – 0447 522 273

BACKGROUND

The Kilcoy Motorcycle Club is located at Glenfern Park, Neurum Road, Kilcoy. The principal activity of the Kilcoy Motorcycle Club Inc. ('the Club') is to promote and provide facilities and services to enable the promotion of motocross sport in a family friendly environment.

The club is affiliated with Motorcycling Queensland and as such, is governed by strict guidelines put in place by Motorcycling Australia and Motorcycling Queensland. These rules are enforced for the safety and fair enjoyment of the sport.

The Kilcoy Motorcycle Club is predominantly a members-only Club holding practice days (open to members and non-members) and Club race days (open to members only) each month. Current membership of the Club is approximately 485 members.

The Club will host approximately two (2) National events throughout the year that allows for non-member participation by nominating and paying race fees online through Ridernet. Non-members of the Club participating in National Events must hold a National Motorcycling Competitor Licence.

The Kilcoy Motorcycle Club does not provide gambling facilities or cigarette sales.

EVENT SCHEDULE

Regular events to be scheduled for 2022 include:

- 8 x club race days

- 15 x practice days: Depending on availability of first aid and licensed practice supervisors. Attendance varies at practice days as some riders will be competing at other events throughout the state. In 2021, there was a maximum attendance of around 200 riders and in some instances, as low as 100 riders.

Two (2) National events are scheduled to occur for 2022 and may include:

- South East Queensland MX Series - date to be advised by MQ at least one month prior to the event

- Event and dates to be advised by MQ at least one month prior to the event

Coaching:

- 10 x Saturday coaching days: The Club has various coaches that would like the opportunity to coach from 8.30am – 4:00pm on various Saturdays.

- 3 x school holiday coaching schools: From time to time, coaches throughout Australia will book the track for between 1-4 days for an intensive coaching school. Three (3) holiday coaching schools have been included in the calendar. The hours for each day of the coaching schools is 8.30am – 4.00pm. The Club will gain approval to adjust these dates upon coaches' request. Approximate rider numbers would be 10-40 depending on the length of the school and the number of coaches available to provide tuition as per student/teacher ratios.

- Weekday coaching: The Club has various coaches that would like the opportunity to coach from 12:00pm – 5:00pm on various weekday afternoons. Two (2) weekday coaching sessions per month have been included in the calendar. The Club will gain approval to adjust these dates upon coaches' request. Numbers attending these sessions are expected to be 8-25. During 2021, use of the track for mid-week coaching was utilised.

Occasionally, if this session is not used for coaching, the club may utilize this time for a practice session where the number is not expected to be over 25 riders.

As the riders will be learning different skills including off bike fitness, nutrition etc they are not as noisy as a race day as the focus is more on developing skills than speed. It is also a requirement of Motorcycling Australia that all junior riders must complete five (5) hours of competency with an accredited coach prior to moving up to a higher capacity bike.

Other Events

- National Come & Try day followed by a practice session for Club riders – National Come & Try was a great success in 2017 with incentives from Motorcycling Australia. Motorcycling Australia & Queensland are conducting this event nationally again on a date yet to be confirmed.

DESCRIPTION OF EVENTS

Race days consist of class based races broken up into Divisions. For example, club day format is:

- 50cc Demonstration only - 4-under 9 years
- 50cc Auto – 7 - under 9 years
- 65cc – 7-11 years
- Mini Lites 9-11 years - 85cc 2 stroke or 150cc 4 stroke
- Mini Lites 12-15 years – 85cc 2 stroke or 150cc 4 stroke
- Junior Lites – 13 -15 years – 100 - 150cc 2 stroke or 200 - 250cc 4 stroke
- Senior Lites – up to 250cc – 2 or 4 stroke
- Senior Open – over 255cc
- Veterans – over 35 years
- Women

During national events and dependent on the number of entries on a club day, each individual class may then be broken down again into grades/ages to accommodate the larger groups for rider safety.

TIMING OF EVENTS

Typically, all competition events will commence with sign on and machine scrutineering from 6:00am - 7:45am. Rider's briefing is from 7:50am. A practice round for each class is from 8:00am - 9:30am, followed by scheduled racing for the day. Depending on the flow of racing (determined by injuries and the number of times watering is required), racing concludes between 4:00pm – 4:30pm followed by trophy presentation. Gates are usually locked by 5:30pm - 6:00pm, once rubbish collection has been completed.

On practice days, sign on is open from 8:00am with riding commencing at 9:00am and concluding at 3:30pm. Weekend coaching is from 8:30am – 4:00pm.

EVENT MANAGERS

Kilcoy events are managed by the Executive Committee. Currently the office bearers are:

- President: Luke Kitchen - 0447 522 273
- Vice President: Scott Wilmington - 0435 178 319
- Secretary: Alisha Edwards – 0417 722 684
- Treasurer: Cassandra O'Loan – 0404 616 752

On competition days qualified and licensed officials control the event, including Clerk of the Course, Race Steward and Race Secretary. During a National Event, the event is controlled by the National Event Manager and not the Executives of the Club.

PATRON DETAILS

Patrons of the Club include riders and their families. Junior riders up to the age of 18 years must be accompanied by at least one (1) parent/guardian. All riders must sign on at the start of the day, and their bikes and protective gear is inspected and approved prior to commencement of racing. All riders must hold a current licence with Motorcycling Australia. A requirement of this licence for junior riders is that they complete a riders' assessment when moving to a higher capacity bike with an accredited coach to ensure riders are familiar with all safety requirements and can control their machine.

Club race days can attract up to 290 riders, with National events attracting up to 300 riders over the weekend, (Juniors on Saturday and Senior riders on Sunday).

EVENT PROMOTIONS AND NOMINATIONS

Club race days and practice days are advertised through the Club Facebook page, Club website and the Motorcycling Queensland website. A list of agreed dates is also included on the Club's website.

Riders must attend sign on, machine scrutineering and rider's briefing prior to the commencement of racing. Parents/guardians of riders under 18 years must also attend riders briefing. Race nomination fees and membership fees (if applicable) are paid at sign on.

National Events are managed in conjunction with the event promoters. The promoter collects all funds for nomination fees and Kilcoy Motorcycle Club works closely with the various promoters to ensure a safe and successful event. Once the track has been booked for a National event, the event is then in the control of the National Event Manager (Motorcycling Queensland or its nominated event manager such as Queensland Motocross). The Club does not have any control over how the event is managed in terms of event nominations, race scheduling, use of the public announcement system or official decisions. The Club does manage the facilities such as canteen, toilets, showers, waste and rubbish removal throughout the event.

EVENT CALENDAR

The event calendar is made available to the Club by Motorcycling Queensland in December each year. On receipt of the calendar, the Club will forward a copy to Council and also display the calendar on the website. **Any changes to the calendar where additional or substitute days due to weather, track conditions or at the discretion of Motorcycling Queensland have changed dates for events at other tracks** will be brought to the attention of Council for approval. **Events impacted by weather or availability of coaches will not be accepted as a reason for re-scheduling an event in the Calendar.** Prompt response from Council will assist with efficient rescheduling procedures with governing bodies and Club members. ~~The Event Calendar is yet to be advised.~~

The club is required to advise Council within 48 **24** hours of an approved day being cancelled due to weather, track conditions, etc. Any cancelled events or subsequent changes to the Event Calendar are required to be updated on the Club website within 48 **24** hours of Council granting approval to the requested change.

NOISE

All machines must comply with the requirements of Motorcycling Australia in regard to their noise output. Competition machines cannot be started prior to 8:00am. Fireworks are not permitted at any event.

From 1 July 2013, as an affiliated Motorcycling Queensland Club, Kilcoy Motorcycle Club will be operating under the standard as per FIM (Federation Internationale de Motocyclisme). Noise output cannot exceed 112dB/A plus a 2dB/A as measured at 2m from exhaust with machine at full throttle. The Club has trained volunteers in the use of the sound testing equipment and conducts random noise testing across all classes of bikes at each meeting.

At least one (1) sound test per year will be undertaken by a professional sound testing service, at the Club's expense. The professional sound testing service provider and the date/time the testing is undertaken will be determined by Council.

Records of sound measurements of motorbikes during scrutineering are to be submitted to Council after all practice days and competition days, as outlined in the calendar. Where motorbikes fail to meet the standard during testing, the Club is to provide advice regarding action taken. These noise measurement regimes implemented are to the satisfaction of the Chief Executive Officer of Somerset Regional Council.

The use of the public announcement (PA) system is required for safety purposes. In the mornings, it is used to advise riders that they must attend scrutineering. These are short 20 second announcements which occur approximately 4-5 times between 7:00am and 8:00am. The PA is then used by the Clerk of the Course for rider's briefing for approximately 10-15 minutes between 7:50am and 8:15am. It will then be used periodically throughout the day to advise riders of any safety information or changes to schedule.

During a National event and some club days, it will also be used by the announcer to commentate each race. It is then used for about 30 minutes at the end of the day for trophy presentation. On club race days, the PA system will not be used until 7:00am. At times, there may be an announcer for club race days, who will use the PA system through the day to commentate on the races, although this will not occur until after 9:00am.

In an effort to minimize the noise from the PA system, the speakers are faced downwards and away from the road where possible.

The noise from events must be within levels acceptable for open-air events as specified in s440X of the Environmental Protection Act 1994 (as amended from time to time) and any relevant measurement requirements outlined in the Department of Environment and Science's 'Noise Measurement Manual' (as amended from time to time). This applies to all events, whether a Club, State or National event. No audible noise is permitted before 7:00am at a sensitive receptor.

PARKING

Riders and/or visitors are required to park within the Club grounds. Council has granted permission for two (2) disabled parking spots outside the gate (closest to Woodford). The Club does not encourage spectators to park outside the gate and checks are carried out on a regular basis. The club may encourage spectators to park outside the gate, that parking must occur in a designated area on the corner of Runge and Neurum Roads. The area is to be barricaded and signed appropriately. Two or three bins are to be placed in the within the parking area to encourage people to dispose of their rubbish properly. Checks of the parking inside and outside the designated area are to be carried out on a regular basis during an event. Riders and spectators are advised through regular announcements throughout the day that they may not park outside the venue. At times, the Police conduct drive by checks.

During major national events, the Club will make an approach to the neighbouring property behind the track to determine if spectators may park in this area. Should this not be possible, spectators will then be accommodated down the back. If it is anticipated that this will not be a sufficient area, then Council shall be approached for temporary approval to allow spectators to use the area outside the premises near Runge Road (grassy area). This would be roped off to provide additional spectator parking. Parking will be directed by a club volunteer to ensure parking does not take place in an area which could have restricted visibility or be potentially unsafe.

TOILETS AND SHOWERS

There is a fixed ablution block which has three (3) showers and three (3) toilets each for males and females. Wastewater is pumped into a holding tank where it is then collected by a local business. Rainwater is collected for use. When this is not sufficient, town water is brought in by a local water carrier as required.

On standard club race days, an additional five (5) portaloos are provided, including one (1) with wheelchair access. These portaloos are unisex and are placed at intervals throughout the site for easy access. For National events, additional unisex portaloos are provided. As there are always more males than females (both riders and spectators), unisex portaloos are used, giving female attendees the option of either use the portaloos or the fixed ablution block.

The ablution block waste tank is emptied each day, and both portaloos and fixed ablution block is cleaned and checked several times throughout the day. Some riders have their own caravans which have toilet and shower facilities, therefore not requiring the use of Club facilities.

RUBBISH REMOVAL

Wheelie bins are placed throughout the grounds for rubbish collection. There are also bins in the fixed ablution facilities. Four (4) large skip bins are also situated on the grounds. At the conclusion of each event, the volunteers patrol the grounds, collecting any additional rubbish and disposing in the skip bins. The skip bins are emptied after every event by JJ Richards.

For National events, the Club has been able to borrow an additional ten (10) wheelie bins from Council, cleaning and leaving them out for collection at the end of the weekend. This service is greatly appreciated by the Club.

WASTE DISPOSAL

From time to time, riders may need to perform oil changes on their bikes while at the track. In most instances, they have their own containers to collect waste oil. An additional drum has been provided for the collection of oil and other similar waste products, which is then disposed of by the Club. The drum is located against the wall of the amenities block at the canteen end. This is one of the highest points in the club grounds, which limits the possibility of the container being affected by flood. Under no circumstances will waste of any kind be disposed of onsite, with the exception of irrigation of wastewater (run off from the pit and track areas) back onto the race track.

LIGHTING AND POWER

Electricity is supplied to the Canteen and fixed ablution facilities for lighting, with some overhead security lighting throughout the grounds. Should patrons wish to camp overnight for weekend events, they bring their own generator operated lighting. Lighting remains on during the night on these occasions at the ablution facilities and throughout the grounds.

OVERNIGHT CAMPING

With the reduction in the number of available motocross tracks in South East Queensland, more riders are coming from considerable distances to ride. As scrutineering starts from 6:00am, this could mean riders would have to leave their homes up to five (5) hours earlier in order to get to the track on time. Therefore, camping within the grounds is available to riders the afternoon prior to an event. There are Club rules associated with this facility and include:

- Entry is not permitted prior to 12:00pm the afternoon prior to racing
- Entry is not permitted after 8:00pm the evening prior to racing
- All vehicles must be parked within club grounds
- All riders under 16 must be in their own campsite by 8:30pm
- All generators must be turned off by 10:00pm
- Noise including music is to be kept to a minimum and is to be turned off by 10:00pm
- Minimum use of motorized vehicles e.g. buggies, through the grounds
- All riders/visitors are to vacate the site at the conclusion of racing on the last day in order for the Club to lock the gates
- Up to 60 campsites will be utilised on club race day events, however the Club requests that 80 campsites be approved for overnight use each day of a National event which takes place usually three (3) times per year. During the day, there will be considerably more 'quick shades' erected which are not camping sites. These are shade covers to protect riders from the elements during the day. The area is not promoted as a campground.

If there are greater numbers of riders expected than usual, final riding instructions shall encourage the use of local camping facilities such as the Kilcoy Showgrounds. Directions, booking information etc shall be forwarded to riders in the final instructions. If necessary, bookings will be taken for the Club camping facilities and all other riders shall be required to use Council camping facilities.

PIT SITES

There is a total of 60 pit sites available for people to hire as a sponsored site for the year. These sites are then reserved for that sponsor to pit at each club day. There is a considerable area beyond this sponsored area available for other riders to set up their trailers/shades each club day.

FOOD

A canteen operates each race day and practice day, serving a variety of take-away style foods, drinks and confectionery. Examples of food available include sandwiches, salads, burgers, pies, hot chips, sports drinks, soft drinks, water, chips and lollies. Patrons are also welcome to bring their own food.

WATER

There is drinking water available at the canteen. Rainwater is used for showers and toilets, and when the tank is empty, water is provided through a local water carrier, with tanks topped up prior to and during each event as required.

WASTEWATER

All wastewater is collected in a storage facility which is then emptied by a local waste removal business.

Water from a small dam is also available for riders to wash down their bikes should the conditions prove to be muddy. There are seven (7) concrete wash bays available. The run off from the wash down facility is captured in a drained area so that it does not go into any natural water course. Riders are encouraged to use the provided wash bays to wash their bikes.

Washing of bikes does take place in the pit area if riders have brought their own water in order to do so. This usually only occurs when it is expected that the track will be muddy. As riders have to provide their own water to do this, there is very little water used at each site with no run off.

Erosion and sedimentation controls shall be implemented as necessary and shall be maintained to Council's satisfaction at all times. Should Council determine that controls are ineffective or a downstream drainage system has become silted, the Club will be required to install additional measures and be responsible for the restoration work.

All wastewater collection dams and associated drainage paths shall be routinely inspected and all rubbish or stray items removed.

ENTRY AND EXIT DETAILS

Entry is via the gate at the Kilcoy end of the grounds off Neurum Road, with exit at the Woodford end of the grounds, off the corner of Runge and Neurum Road. Ambulance access and egress is via the gate at the Woodford end of the grounds, as this is the most easily accessible entry and exit point to the track. Riders who depart prior to the end of racing leave by the Kilcoy exit (approximately 0.9km from the Woodford end). Once racing is complete, the Kilcoy entry/exit point is locked and all vehicles depart from the Woodford end of the grounds.

POLICE CONTACT

Local police at Kilcoy are the first point of contact should their assistance be required. When there are major events, the police are advised of the dates and nature of the events in advance of the race event.

HOSPITALS

Both Kilcoy and Caboolture Hospitals are advised of major events prior to their commencement. Should a helicopter be required for patient transport, this is coordinated by the Queensland Ambulance Service (QAS) with the helicopter pilot and doctors deciding on best landing point, either on the track or meeting an ambulance at the Kilcoy Sports Field or Showgrounds.

That the Kilcoy Motocross provide Council with a map and photographs of the helicopter landing area and also a letter from the neighbouring property agreeing to the use of the designated area.

LIQUOR LICENCE

The Kilcoy Motorcycle Club operates a casual bar environment that can only trade within the licenced hours under the conditions of a Restricted Liquor Permit. This is to a maximum of ten (10) hours per week and is restricted to Saturdays 12:00pm – 4:30pm and Sundays 12:00pm – 5:30pm. Similar trading hours are utilised on a week-end event where a Community Liquor Permit is required.

The trading hours only apply should the Club premises be open for the purpose of a working bee, practice day, club race day or a National race event.

Responsible Service of Alcohol

Alcohol is only served in accordance with and under the conditions of the Restricted Liquor Permit, with the safety and wellbeing of Club Members and Visitors the Club's main priority.

Alcohol can only be served from one (1) point at the end of the Canteen and must be consumed within the fenced area where chairs and tables are provided. The consumption of alcohol by riders and officials is not permitted, as per rules of Motorcycling Australia.

Description of Practices

- The Club must maintain a current and appropriate Restricted Liquor Permit.
- Whilst volunteers do serve alcohol, the Licensee ensures that the bar is supervised at all times by a person with current RSA certification.
- An up-to-date Training Register will be maintained and held on the premises.
- Bar servers do not consume alcohol while on duty.
- People under 18 will not serve alcohol.
- People under 18 will not be supplied or served alcohol.
Servers will ask for proof of age whenever necessary or if there is doubt about a person's age. Only Photo Identification will be accepted as proof of age.
- Persons under the age of 18 will only be allowed to remain in the bar area if they are accompanied and under the direct supervision of a responsible parent or guardian.
- Drinking water will be made available free of charge if requested.
- The Club does not encourage excessive or rapid consumption of alcohol.
- An Incident Register shall be maintained and held by the Secretary of the Club, and any incident recorded and reviewed by the Executive Committee.
- Only ready to drink beverages and low-strength alcohol alternatives will be available for purchase.
- All beverages purchased will be served opened.
- The sale of liquor is only authorized to be consumed in the licensed bar area.
- Sale of take-away liquor is not permitted, nor is alcohol permitted to be brought into the licensed bar area.

PUBLIC LIABILITY

Public liability insurance is covered under the Club's affiliation with Motorcycling Queensland.

HEALTH AND SAFETY

The wellbeing of club members, their families and visitors is paramount and the Club ensures that all patrons adhere to the Health and Safety Guidelines promoted by Motorcycling Queensland. These include that entry onto the track itself is prohibited except for officials, the parents/guardian of an injured rider accompanied by an official or parents/guardian of a young age 50cc Demonstration only rider. All persons who go onto the track must wear a high visibility vest, and have signed the register and indemnity form to enter the track. This register is sent to Motorcycling Queensland for their record keeping and insurance purposes.

A fully qualified team of two (2) emergency medical treatment personnel (typically 1300MEDIC or QAS) with a fully equipped vehicle are at the track from 8:00am until 15 minutes after the conclusion of racing.

The minimum qualification of the two (2) medical officers is that of paramedic and can also include a Registered Nurse. Vehicles are equipped with spinal boards, oxygen, defibrillator and pain relief. Should the QAS be required, they will be called to transport the injured rider to hospital.

Should a rider require medical treatment, racing is slowed or halted until medical personnel have attended the rider, stabilized and removed them from the track for further treatment as required.

Flag Marshalls are organised by the Club for each race event. These Marshalls are at each flag point around the track so as to have a clear view from one point to the next. Flag Marshalls have the responsibility of ensuring they wave the appropriate flag should there be a fallen rider on the track to warn oncoming riders to slow down. Should it be required, they will also assist riders and/or their machines from the track or to the side of the track to maintain rider safety.

Racing cannot commence until all flag points are manned and the medical team are on site, and a full team of licensed officials are in place.

When riding to and from pit sites during events, riders must ride in first gear and at a slow pace to ensure both theirs and others safety. This rule is enforced by the Steward and Clerk of the Course with appropriate penalties for riders who disobey this rule.

In addition, a fully operational irrigation system is in place throughout the track so that watering can be done prior to (and during if required) racing to ensure dust levels are kept to a minimum.

All Officials, Executive members and canteen staff hold a current Working with Children Blue Card.

SITE PLAN

The attached plan illustrates the following areas:

- Track
- Start gates
- Pit sites/ camping areas and parking
- Dams
- Canteen/bar area
- Grandstand for spectators
- Fixed toilet facilities including water tank and wastewater collection tank
- Tower and medical treatment area
- Entrance and exit to the club grounds
- Sponsor area – National events
- Additional food vendors - coffee and ice cream
- Wash bays
- Oil waste collection drum
- Rubbish skip bins
- Designated Helicopter Landing Area

SIGNAGE

There are signs located at the entrance and exit with the Club name and various signage throughout the grounds depicting starting areas, prohibited areas (except to officials), canteen, bar and ablution facilities. Other signage as required by Motorcycling Queensland includes signs outlining the dangers of motorsports, which are attached to the front gate and also the fence near the starting gates.

A sign advertising the next upcoming event has been installed at the entrance closest to Woodford.

WEATHER

Whilst an event calendar is maintained by the Club, adverse weather can affect scheduled riding days. Updates in regard to events are placed on the Club website and Facebook page.

Should it rain or become too dry and dusty whilst racing is underway, the Race Steward will determine whether racing is to be delayed, can proceed or is to be cancelled. These decisions are reviewed in conjunction with the Clerk of the Course and updated depending on track conditions. With rider safety as the prime consideration, racing will be called off or alterations made to the circuit for certain classes if there is doubt surrounding the potential increased risk to riders. Riders and their parents/guardians are consulted regarding track conditions and if they wish, they can withdraw from racing.

INFORMATION CENTRE AND COMMUNICATIONS

Primary communication with members is via email, the club website and Facebook page.

During events, communication is via the PA system. Rider's briefing is held before the start of racing and riders are advised of the officials (all wearing appropriate high visibility vests) and directed to approach officials directly should they have any concerns.

There is a timing tent where riders can approach officials for information throughout the day.

EMERGENCY PROCEDURES

Should an emergency evacuation be required, all patrons are to convene at the entry to the starting gates in the first instance, where further instructions from either the Clerk of the Course, Race Steward or the President will be given. Announcements will be made via the PA system directing patrons to the appropriate area and to await further instructions. Should the evacuation area at the starting gates not be a safe environment to gather, alternatives are the canteen area, or the entry and exit points.

Announcements will be made via the PA system and officials will also advise by traversing the area on the buggy to ensure patrons are directed to a safe area as quickly as possible.

Fire extinguishers are kept on site at the canteen, the start gates and in the buggy.

FIRST AID

Whilst qualified medical personnel are on duty for the duration of racing, should first aid treatment be required outside these hours, members of the Executive Committee and core group of volunteers also hold current First Aid certification. Fully equipped first aid kits are maintained and stored at the canteen.

DOCUMENTATION

Copies of the following documents are held by the Club Secretary and/or Treasurer:

- Any medical treatment administered on the day including an incident report
- Stewards report
- Incident register
- Sign on forms
- Indemnity forms
- Membership forms
- Register of those who accessed the track (e.g. Division 1 riders parents/guardians)
- Accounts for services used for events
- Appropriate licences for events i.e. Liquor Permit
- Event plan
- Correspondence with event managers/promoters and stakeholders
- Sponsorship letters
- Media announcements/releases
- Site plan including pit sites and sponsor sites etc
- A copy of major incident reports
- Blank forms for sign on
- A copy of the club constitution
- Certificate of Incorporation
- Track Licence issued by Motorcycling Queensland
- Permits issued by Motorcycling Queensland for competition and practice days
- Supplementary Regulations
- Calendar of the years scheduled competition events
- Risk Management Plan
- One event licences

The following records are sent to Motorcycling Queensland for their record keeping:

- Stewards Report
 - Minor and major incident reports
 - Sign on forms
 - Indemnity forms for riders, officials, volunteers and parents/guardians that entered the track
 - Current membership forms and register
-

