



Somerset

REGIONAL COUNCIL

Minutes of Ordinary Meeting Held Wednesday 20 July 2022

*Held in the Kilcoy Explore Centre
41 Hope Street
Kilcoy*

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 M McGoldrick	(Director Corporate and Community Services)
Mr C Young	(Director Operations)
Mr L Hannan	(Director Planning and Development)
Mr G Smith	(Director Finance/ Acting Chief Executive Officer)
Mrs K Jones	(Director HR and Customer Service)
Mrs H Golinski	(Minute Secretary / Executive Assistant)
Ms M Maeseele	(Communications and Marketing Manager)

Apology

Cr Jason Wendt	(Councillor)
Mr A Johnson	(Chief Executive Officer)

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Opening of Meeting

The Mayor, Cr Graeme Lehmann, opened the meeting at 9.10 am.

Leave of Absence

Cr Wendt has sought a leave of absence from attending today's Council meeting.

Resolution:

Moved –Cr Brieschke

Seconded – Cr Gaedtke

"THAT Cr Wendt be granted leave of absence from attending today's Council meeting."

Carried

Vote - Unanimous

Confirmation of Minutes

Resolution

Moved – Cr Brieschke

Seconded – Cr Choat

"THAT the Minutes of the Ordinary Meeting held 29 June 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

Matters of public interest – Cr Brieschke

The Stonehouse, Moore are holding their annual open day this Saturday 23 and Sunday 24 July. As there is limited parking on site, visitors can take a bus from the Stone Rotunda at Moore Park. Please refer to their Facebook page for more information.

The Somerset Citizen Science Tree Planting Day will take place this Saturday 23 July at Cressbrook Creek, Toogoolawah (next to The Condensery commencing with a Koala Conservation Talk at 9.45 am and planting until 2.00 pm.

Please bring your own gloves, hat and water bottle to help plant 1000 trees for wildlife.

The Esk Show Society will hold their annual show next Friday 29 and Saturday 30 July.

Council has released an online survey to help inform an Arts and Cultural Strategy for the region. Whether you're a member of a visual or performing arts group or just interested in attending our local events please participate in the survey to share your views and ideas.

A new exhibition has opened at The Condensery. 'The Apple and The Knife' is a collection of works by local award-winning artist Merton Chambers and was well received at the opening last Friday evening. The exhibition runs until 4 September.

Matters of public interest – Cr Gaedtke

I would like to acknowledge and congratulate Ipswich Mayor Teresa Harding who was named Emerging Political Leader of the Year and has been awarded the 2021 McKinnon emerging Political Leader of the Year for her commitment to transparency and public accountability. The national non-partisan award recognises courageous, visionary, and

collaborative political leadership each year and is determined by a panel of distinguished Australians.

Great news, with record new betterment funding of \$170m for Queensland Councils announced. The funds provided by the Federal and Queensland governments through the jointly funded Commonwealth State Disaster Recovery Funding Arrangements (DRFA), will assist councils to build back better disaster-damaged essential public infrastructure following the extraordinary flooding events of 2021-22.

Stonehouse Open Weekend is going ahead for this weekend, 23 and 24 July. Out There Cycling buses will leave from Moore 8:30 am – 3:30 pm. There will be markets, music, history groups, food, art and photography competition and a Bush Poets Breakfast.

Congratulations to Fernvale Lions (to purchase mower \$14k) and Kilcoy RSL Sub-Branch (to upgrade facilities \$32k) for submitting successful funding applications to the Gambling Community Benefit Fund (GCBF) super round.

Matters of public interest – Cr Isidro

July

22 COMSEQ Local Government Forum

26-28 Bush Councils Conference, Barcaldine

29 - 30 Esk show

August

4 LGAQ elected member update

Matters of public interest – Cr Whalley

Congratulations to the Kilcoy Race Club who put on the Kilcoy Gift. A recent winner has just taken out the Athletics championship.

Matters of public interest – Cr Choat

As Fireweed is currently taking over in the south, residents are encouraged to take responsibility and advantage of the subsidies available to landholders to deal with this weed.

Matters of public interest – Mayor Lehmann

Christmas in July is on this Saturday 23 July at Lowood. It's really pleasing to see a great amount of diverse events happening in our region

Conflict of Interest

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

Subject:	Development Application No. 18654 Change Application (Minor Change) to Development Approval for Development Permit for Material Change of Use for Multiple Dwelling (4 Units)
File No:	DA18654
Assessment No:	80301-00000-000
Action Officer:	SP-MO

1.0 APPLICATION DETAILS

Property details

Location:	16 William Street, Kilcoy
Real property description:	Lot 1 RP76451
Site area:	0.1351 hectares (1,351m ²)
Easements/encumbrances:	Nil identified

Original planning scheme details

Planning scheme: Somerset Region Planning Scheme (Version Three)
Zone: Centre zone
Original category of assessment: Code assessment

Current planning scheme details

Planning scheme: Somerset Region Planning Scheme (Version Four)
Zone: Centre zone
Current category of assessment: Code assessment

South East Queensland Regional Plan 2017

Land use category: Urban footprint

Application details

Original approval: Multiple dwelling (four units)
Proposed change: Multiple dwelling (three units)
Applicant details: Anthony Wheatley
c/- Elizabeth Franklin
PO Box 221
BRIBIE ISLAND QLD 4507
Owner details: Anthony Wheatley
Date approval given: 30 May 2019
Date approval lapses: 30 May 2027
Date change application received: 9 May 2022

Affected entities None required

Public notification Not required for minor change applications

RECOMMENDED DECISION

Approve the Change Application (Minor Change) to the development approval subject to the amended conditions and requirements contained in the schedules and attachments of this report.

2.0 BACKGROUND**2.1 APPROVAL/APPLICATION HISTORY**

On 13 November 2019, Council approved a Development Application for a Development Permit for Material Change of Use for Multiple Dwellings (Four Units). The application sought to construct two new dwellings on the site and raise and build under the existing dwelling to create an additional dwelling (for a total of four dwellings).

The approval is benefitted by three extension notices given by the State Planning Minister as part of the Covid-19 recovery initiatives, and as such has a currency period of eight years, instead of the six years ordinarily prescribed in the *Planning Act 2016*.

2.2 SUMMARY OF PROPOSED CHANGES

The application material advises the proposed changes are as follows:

The applicant proposes to reduce the number of approved Units from four units to three units. It is proposed to remove the approved unit from under the existing House that will be raised. The reason for the change in design is that the fire proofing needed between the approved upstairs and downstairs units is horrendously expensive and makes the project unfeasible.

It is still proposed to lift the existing Dwelling House and build-in underneath to create a single 2 storey unit. The proposed unit will have 5 bedrooms and a single garage that will provide an additional car park for residents on the site. An internal staircase between both levels of the unit ensures that there is direct access so that the internal spaces function as a single unit.

3.0 PLANNING LEGISLATION

The change application was made by the applicant in accordance with section 78 of the *Planning Act 2016* and seeks a minor change. A minor change (in the context of a development approval) is a change that:

- (a) would not result in substantially different development; and
- (b) if a development application for the development, including the change, were made when the change application is made would not cause:
 - (i) the inclusion of prohibited development in the application; or
 - (ii) referral to a referral agency, other than to the chief executive, if there were no referral agencies for the development application; or
 - (iii) referral to extra referral agencies, other than to the chief executive; or
 - (iv) a referral agency, in assessing the application under section 55(2), to assess the application against, or have regard to, a matter, other than a matter the referral agency must have assessed the application against, or had regard to, when the application was made; or
 - (v) public notification if public notification was not required for the development application.

The proposed changes do not result in:

- (a) substantially different development;
- (b) the development including prohibited development;
- (c) any additional referral agencies or changes to any matters that a referral agency previously assessed;
- (d) additional public notification, noting that both the original application and an application made today would require code assessment.

In consideration of substantially different development, the application remains consistent with the original development outcome approved by Council and seeks to reduce the overall extent of the development.

4.0 CHANGES TO THE CONDITIONS OF THE APPROVAL

The following conditions of the approval require amending to facilitate the change.

4.1 CONDITION 1 – APPROVED PLANS

Condition 1 enforces the approved plans, and as such is required to be updated. The amended condition references the current version of the proposal plan, which provides for the previously described changes.

The table of approved plans will also be amended to reflect.

4.2 CONDITON 1.7

Current condition

1.7	<p>The approved Material Change of Use of this site is for the purpose of the Multiple dwelling use – four units as defined by the Planning Scheme (and any subsequent scheme).</p> <p><i>Note: The two existing commercial buildings on-site will retain their existing uses and does not form part of the Development Approval.</i></p>	At all times
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Applicant representation

It is requested that this condition be amended to three (3) units.

Officer comments

The condition seeks to ensure that the development is limited to the extent of four dwellings operating in accordance with the multiple dwelling definition. Accordingly, the condition is to be updated to reflect the use as three self-contained dwellings.

Proposed condition

1.7	<p>The approved Material Change of Use of this site is for the purpose of the Multiple dwelling use – three units as defined</p>	At all times
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	by the Planning Scheme (and any subsequent scheme).	
	<i>Note: The two existing commercial buildings on-site will retain their existing uses and does not form part of the Development Approval.</i>	

4.3 CONDITON 1.13 - Landscaping

Current condition

1.13	Provide landscaped garden space along the side and rear boundaries as depicted on the Concept Plan, Prepared by Moretonbay Designs, Sheet 1, Dated 8 July 2019.	At all times
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Applicant representation

It is requested to update this condition to reflect the amended plan details.

Officer comments

The condition seeks to ensure that landscaping is implemented in accordance with the approved plan. It is necessary to update the condition to reflect the amended plans.

The amended site plan also removes a strip of landscaping adjoining a built to boundary wall on the adjoining property. The removal of this landscaping is considered acceptable.

Proposed condition

1.13	Provide landscaped garden space along the side and rear boundaries as depicted on the Site Plan, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.	At all times
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5.0 REFERRAL AGENCIES AND AFFECTED ENTITIES

The original development application involved referral to the State Assessment and Referral Agency (SARA) as a referral agency for state-controlled road matters. As the application seeks a minor change (not including a change to a SARA imposed condition), SARA is not an affected entity for the application.

However, SARA will be given a copy of Council's decision notice for this change application.

6.0 TRUNK INFRASTRUCTURE

The approved development was given an infrastructure charges notice with the decision notice, with charges levied under *Charges Resolution (No. 1) 2019*. An amended infrastructure charges notice is required to be given, as the extent of the development is being reduced.

In line with Chapter 4 of the *Planning Act 2016*, an amended infrastructure charges notice may only be given to the extent of the change. As such, the draft amended infrastructure charges notice attached to this report reduces the number of dwellings and applies indexation to the previously levied charges. The notice does not levy charges at the current rate under *Charges Resolution (No. 1) 2022*.

7.0 CONCLUSION

The proposed minor change to the approval seeks to remove the dwelling constructed underneath the existing dwelling on the site. The proposal remains otherwise consistent with the original approved development and does not involve any additional impacts not previously assessed by Council.

8.0 ATTACHMENTS

1. Approved plans
2. Amended proposal plans
3. Amended infrastructure charges notice

RECOMMENDED DECISION

1. THAT Council approve the Change Application (Minor Change) for Development Application No. 18654 for Development Permit for Material Change of Use for Multiple Dwellings (Three Units) on land at 16 William Street, Kilcoy, formally described as Lot 1 RP76451, subject to the recommended conditions and requirements contained in the schedules and attachments to this report.

SCHEDULE 1 – GENERAL CONDITIONS		
<i>Assessment Manager</i>		
No	Condition	Timing
1.1	<p>Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval:</p> <p>Town Planning Concept Plan, Drawn and Prepared by MI at Moretonbay Designs, Sheet 1, Dated 8 July 2019.</p> <p>Floor Plans of Dwelling house, Drawn and Prepared by MI at Moretonbay Designs, Sheet 2, Dated 9 May 2019.</p> <p>Overview of the development, Drawn and Prepared by MI at Moretonbay Designs, Sheet 3, Dated 9 May 2019.</p> <p>Floor Plans of Two bedroom flats, Drawn and Prepared by MI at Moretonbay Designs, Sheet 4, Dated 9 May 2019.</p> <p>Stormwater Drainage Concept Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers, Job No.: 4784, Drawing No.: SK01, Revision A, Dated 27 August 2019.</p> <p>Hydraulic Calculations and Catchment Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers, Job No: 4784, Drawing No: SK02, Revision A, Dated 28 August 2019.</p>	At all times
1.1	<p>Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.</p> <p>A0-01 Site Plan, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.</p> <p>A0-02 House Floor Plans, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.</p> <p>A0-03 Unit Floor Plans, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.</p> <p>Stormwater Drainage Concept Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers, Job No.: 4784, Drawing No.: SK01, Revision A, Dated 27 August 2019.</p> <p>Hydraulic Calculations and Catchment Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers, Job No: 4784, Drawing No: SK02, Revision A, Dated 28 August 2019.</p>	At all times
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times
1.3	A legible copy of this development approval package is to be available on the premises at all times during construction.	At all times during the construction phase
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by	Before the change happens

	Council; and/or levied but not fully paid over the subject land.	
1.5	The development must be maintained in accordance with the Approved and Amended Plans and Documents subject to or modified by any conditions of this Development Approval.	At all times
1.6	Building works and plumbing and drainage works approvals must be gained.	Before the commencement of use
1.7	The approved Material Change of Use of this site is for the purpose of the Multiple dwelling use – four units as defined by the Planning Scheme (and any subsequent scheme). <i>Note: The two existing commercial buildings on-site will retain their existing uses and does not form part of the Development Approval.</i>	At all times
1.7	The approved Material Change of Use of this site is for the purpose of the Multiple dwelling use – three units as defined by the Planning Scheme (and any subsequent scheme). <i>Note: The two existing commercial buildings on-site will retain their existing uses and does not form part of the Development Approval.</i>	At all times
	General Services	
1.8	Connect the development to a reticulated water supply, sewer infrastructure, electricity supply, and telecommunications utilities in accordance with acceptable standards of the relevant regulatory authority so that it is available to each allotment.	Before the commencement of use
1.9	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.	Before the commencement of use
1.10	Electricity / telecommunication / water supply / sewer drawings must be co-ordinated with the civil engineering design details, to ensure that service clashes are avoided.	Before the commencement of use
1.11	Building works and plumbing and drainage works approvals must be gained.	Before the commencement of use
	Boundary fence	
1.12	Where practical, provide a minimum 1.8 metre high screen fences are provided along the side and rear boundaries of the site. All cost associated with meeting the fencing requirements listed within this Development Approval must be borne by the developer.	At all times
	Landscaping	
1.13	Provide landscaped garden space along the side and rear boundaries as depicted on the Concept Plan, Prepared by Moretonbay Designs, Sheet 1, Dated 8 July 2019.	At all times

1.13	Provide landscaped garden space along the side and rear boundaries as depicted on the Site Plan, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.	At all times
	Refuse bins storage	
1.14	Refuse bin storage areas must be provided on the premises within a building, outbuilding or other enclosed structure so that it is screened from public view with a minimum 1.5 meter high solid fence or wall.	At all times
	Indoor and Outdoor lighting	
1.15	<p>The outdoor lighting of the development must mitigate adverse lighting and illumination impacts by:</p> <ul style="list-style-type: none"> • Not causing nuisance by way of light spill or glare at adjacent properties and roadways. • Providing graduated intensity lighting with lower level brightness at the perimeter of the subject land and higher intensities at the centre of the subject land. • Directing lighting onto the subject land and away from neighbouring properties. • Using shrouding devices to preclude light overspill onto surrounding properties where necessary. • Not operating lighting that uses sodium lights or flare plumes. 	At all times
1.16	Lighting is provided to all pedestrian paths between public roads, communal areas, parking areas and building entries.	At all times
	Access for people with disabilities	
1.17	Access must be provided for people with disabilities in accordance with <i>Australian Standard AS1428:1: Design for Access and Mobility</i> by means of an unimpeded continuous path of travel from any adjacent roadway, adjoining public open space and from any disabled access car parking bay, to all parts of the development that are normally open to the public.	At all times
	Visual amenity	
1.18	Any graffiti on buildings, structures or fences on the subject land visible from public viewing locations must be removed within 24 hours or upon direction by Council.	At all times
1.19	All buildings, structures and fences as well as the subject land must be maintained in good order and in a clean and tidy manner.	At all times
1.20	Any fixed mechanical plants must be contained within the building or visually screened to all street frontages, public viewing locations and adjoining premises.	At all times
1.21	Open storage areas, loading areas, bin storage areas and other unsightly areas, must be screened from view from all street frontages and public places.	At all times
	Safety, security and publicly accessible facilities	
1.22	The development and hard landscaping must not comprise of highly reflective materials that create slippery or otherwise hazardous conditions.	At all times

	Acoustic amenity	
1.23	All air conditioning equipment as defined by the <i>Environmental Protection Act 1994</i> must be designed, installed, operated and maintained to comply with the noise standards as specified within the <i>Environmental Protection Act 1994</i> .	At all times
	Access	
1.24	No new vehicle access to William Street (and its service road) is established unless prior approvals are given by the State or Council.	At all times
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
2.1	Make an Operational Work application to Council and pay the required fees where an application involves earthworks, erosion and sediment control, car parks, and stormwater drainage required as stated in the following conditions.	Prior to the commencement of Operational Work
	Public utilities/infrastructure	
2.2	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
2.3	Bear the cost of any alterations necessary to public utilities resulting from compliance with the conditions of this approval.	At all times
2.4	Meet the cost of all works carried out to infrastructure, services and public utilities, including any alterations resulting from compliance with these conditions whether carried out by Council, or otherwise.	At all times
2.5	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	At all times
	Stormwater drainage	
2.6	Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times
2.7	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
2.8	Stormwater Drainage shall be constructed in general accordance with Stormwater Drainage Concept Plan SK01 revision A, prepared by Hendriks/House and dated August 2019.	As part of Operational Works
2.9	Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.	At all times
	Vehicle access	

2.10	All vehicular access shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Regional Council Design Standards</i> .	At all times
2.11	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 and the landowner must advise all potential purchasers accordingly.	As part of Operational Works
2.12	All vehicles shall enter and leave the site in a forward gear	At all times
2.13	The Applicant is to construct a minimum 5.5. wide concrete access in accordance with Council's standard drawing SRC-ROAD-016 to the William Street Service Road where it crosses the footpath.	As part of Operational Works
	Car and bicycle parking	
2.14	Provide on-site car parking for a minimum of twelve vehicles in accordance with Council's Planning Scheme. All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and <i>Somerset Regional Council Design Standards</i> .	As part of Operational Works
2.15	Provide secure bicycle parking and associated support facilities for a minimum of two (2) bicycles in accordance with AS2890.	As part of Operational Works
2.16	Construct and maintain the driveway, vehicle manoeuvring and parking areas of hard standing material such as concrete, bitumen or asphalt in accordance with Australian Standards.	At all times
	Erosion and sediment control	
2.17	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 specific time, the Council will complete the work and recover all costs from the developer associated with the work.	At all times
2.18	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. 	At all times

	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.	
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 3 – REFERRAL AGENCY		
Department of State Development, Manufacturing, Infrastructure and Planning – State Assessment and Referral Agency		
<i>Concurrence Agency Response</i>		
<i>Agency Response: Recommend Conditions Apply</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 the all referral agency responses and include conditions exactly as stated in the response.		
The Department of State Development, Manufacturing, Infrastructure and Planning, as a Concurrence Agency, has assessed the impact of the proposed development in regards to development in a state controlled road environment.		
Concurrence Agency response dated 25 July 2019 and referenced as 1905-11431 SRA.		
Concurrence Agency response will be attached to Council's Decision Notice for DA18654.		

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 first change of the use under the approval does not start within the 'currency period' – being six (6) years starting the day the approval takes effect.

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

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

Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.

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.

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 for civil works and 18 months for landscaping (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".

All building work is to comply with the provisions contained in the *Building Act; the Building Regulation, the Building Code of Australia, the Queensland Development Code and relevant Australian Standards*.

Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant's responsibility. The applicant must comply with any lawful instruction from Council's Operations department if in Council's opinion a dust nuisance exists.

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

Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council's standards.

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

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

Attachments for the Decision Notice include:

- A0-01 Site Plan, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.
- A0-02 House Floor Plans, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.
- A0-03 Unit Floor Plans, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.
- Stormwater Drainage Concept Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers, Job No.: 4784, Drawing No.: SK01, Revision A, Dated 27 August 2019.
- Hydraulic Calculations and Catchment Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers, Job No: 4784, Drawing No: SK02, Revision A, Dated 28 August 2019.

Resolution:	Moved – Cr Whalley	Seconded – Cr Gaedtke
<p>"THAT Council approve the Change Application (Minor Change) for Development Application No. 18654 for Development Permit for Material Change of Use for Multiple Dwellings (Three Units) on land at 16 William Street, Kilcoy, formally described as Lot 1 RP76451, subject to the recommended conditions and requirements contained in the schedules and attachments to this report.</p>		

SCHEDULE 1 – GENERAL CONDITIONS

Assessment Manager

No	Condition	Timing
1.1	<p>Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.</p> <p>Town Planning Concept Plan, Drawn and Prepared by MI at Moretonbay Designs, Sheet 1, Dated 8 July 2019.</p> <p>Floor Plans of Dwelling house, Drawn and Prepared by MI at Moretonbay Designs, Sheet 2, Dated 9 May 2019.</p> <p>Overview of the development, Drawn and Prepared by MI at Moretonbay Designs, Sheet 3, Dated 9 May 2019.</p> <p>Floor Plans of Two bedroom flats, Drawn and Prepared by MI at Moretonbay Designs, Sheet 4, Dated 9 May 2019.</p> <p>Stormwater Drainage Concept Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers, Job No.: 4784, Drawing No.: SK01, Revision A, Dated 27 August 2019.</p> <p>Hydraulic Calculations and Catchment Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers,</p>	At all times

	Job No: 4784, Drawing No: SK02, Revision A, Dated 28 August 2019.	
1.1	<p>Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.</p> <p>A0-01 Site Plan, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.</p> <p>A0-02 House Floor Plans, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.</p> <p>A0-03 Unit Floor Plans, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.</p> <p>Stormwater Drainage Concept Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers, Job No.: 4784, Drawing No.: SK01, Revision A, Dated 27 August 2019.</p> <p>Hydraulic Calculations and Catchment Plan, Designed and Prepared by RS at Hendriks House Consulting Engineers, Job No: 4784, Drawing No: SK02, Revision A, Dated 28 August 2019.</p>	At all times
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times
1.3	A legible copy of this development approval package is to be available on the premises at all times during construction.	At all times during the construction phase
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Before the change happens
1.5	The development must be maintained in accordance with the Approved and Amended Plans and Documents subject to or modified by any conditions of this Development Approval.	At all times
1.6	Building works and plumbing and drainage works approvals must be gained.	Before the commencement of use
1.7	<p>The approved Material Change of Use of this site is for the purpose of the Multiple dwelling use – four units as defined by the Planning Scheme (and any subsequent scheme).</p> <p><i>Note: The two existing commercial buildings on-site will retain their existing uses and does not form part of the Development Approval.</i></p>	At all times
1.7	<p>The approved Material Change of Use of this site is for the purpose of the Multiple dwelling use – three units as defined by the Planning Scheme (and any subsequent scheme).</p> <p><i>Note: The two existing commercial buildings on-site will retain their existing uses and does not form part of the Development Approval.</i></p>	At all times
	General Services	

1.8	Connect the development to a reticulated water supply, sewer infrastructure, electricity supply, and telecommunications utilities in accordance with acceptable standards of the relevant regulatory authority so that it is available to each allotment.	Before the commencement of use
1.9	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.	Before the commencement of use
1.10	Electricity / telecommunication / water supply / sewer drawings must be co-ordinated with the civil engineering design details, to ensure that service clashes are avoided.	Before the commencement of use
1.11	Building works and plumbing and drainage works approvals must be gained.	Before the commencement of use
	Boundary fence	
1.12	Where practical, provide a minimum 1.8 metre high screen fences are provided along the side and rear boundaries of the site. All cost associated with meeting the fencing requirements listed within this Development Approval must be borne by the developer.	At all times
	Landscaping	
1.13	Provide landscaped garden space along the side and rear boundaries as depicted on the Concept Plan, Prepared by Moreton Bay Designs, Sheet 1, Dated 8 July 2019.	At all times
1.13	Provide landscaped garden space along the side and rear boundaries as depicted on the Site Plan, drawn by Moreton Bay Designs, reference MBD04238, dated 3 May 2022.	At all times
	Refuse bins storage	
1.14	Refuse bin storage areas must be provided on the premises within a building, outbuilding or other enclosed structure so that it is screened from public view with a minimum 1.5 meter high solid fence or wall.	At all times
	Indoor and Outdoor lighting	
1.15	<p>The outdoor lighting of the development must mitigate adverse lighting and illumination impacts by:</p> <ul style="list-style-type: none"> • Not causing nuisance by way of light spill or glare at adjacent properties and roadways. • Providing graduated intensity lighting with lower level brightness at the perimeter of the subject land and higher intensities at the centre of the subject land. • Directing lighting onto the subject land and away from neighbouring properties. • Using shrouding devices to preclude light overspill onto surrounding properties where necessary. • Not operating lighting that uses sodium lights or flare plumes. 	At all times
1.16	Lighting is provided to all pedestrian paths between public	At all times

	roads, communal areas, parking areas and building entries.	
	Access for people with disabilities	
1.17	Access must be provided for people with disabilities in accordance with <i>Australian Standard AS1428:1: Design for Access and Mobility</i> by means of an unimpeded continuous path of travel from any adjacent roadway, adjoining public open space and from any disabled access car parking bay, to all parts of the development that are normally open to the public.	At all times
	Visual amenity	
1.18	Any graffiti on buildings, structures or fences on the subject land visible from public viewing locations must be removed within 24 hours or upon direction by Council.	At all times
1.19	All buildings, structures and fences as well as the subject land must be maintained in good order and in a clean and tidy manner.	At all times
1.20	Any fixed mechanical plants must be contained within the building or visually screened to all street frontages, public viewing locations and adjoining premises.	At all times
1.21	Open storage areas, loading areas, bin storage areas and other unsightly areas, must be screened from view from all street frontages and public places.	At all times
	Safety, security and publicly accessible facilities	
1.22	The development and hard landscaping must not comprise of highly reflective materials that create slippery or otherwise hazardous conditions.	At all times
	Acoustic amenity	
1.23	All air conditioning equipment as defined by the <i>Environmental Protection Act 1994</i> must be designed, installed, operated and maintained to comply with the noise standards as specified within the <i>Environmental Protection Act 1994</i> .	At all times
	Access	
1.24	No new vehicle access to William Street (and its service road) is established unless prior approvals are given by the State or Council.	At all times
SCHEDULE 2 – ENGINEERING		
<i>Assessment Manager</i>		
No	Condition	Timing
2.1	Make an Operational Work application to Council and pay the required fees where an application involves earthworks, erosion and sediment control, car parks, and stormwater drainage required as stated in the following conditions.	Prior to the commencement of Operational Work
	Public utilities/infrastructure	
2.2	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
2.3	Bear the cost of any alterations necessary to public utilities	At all times

	resulting from compliance with the conditions of this approval.	
2.4	Meet the cost of all works carried out to infrastructure, services and public utilities, including any alterations resulting from compliance with these conditions whether carried out by Council, or otherwise.	At all times
2.5	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	At all times
	Stormwater drainage	
2.6	Stormwater Drainage and flows are to have a no worsening effect on adjoining, upstream, or downstream landholders.	At all times
2.7	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
2.8	Stormwater Drainage shall be constructed in general accordance with Stormwater Drainage Concept Plan SK01 revision A, prepared by Hendriks/House and dated August 2019.	As part of Operational Works
2.9	Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.	At all times
	Vehicle access	
2.10	All vehicular access shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Regional Council Design Standards</i> .	At all times
2.11	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 and the landowner must advise all potential purchasers accordingly.	As part of Operational Works
2.12	All vehicles shall enter and leave the site in a forward gear	At all times
2.13	The Applicant is to construct a minimum 5.5. wide concrete access in accordance with Council's standard drawing SRC-ROAD-016 to the William Street Service Road where it crosses the footpath.	As part of Operational Works
	Car and bicycle parking	
2.14	Provide on-site car parking for a minimum of twelve vehicles in accordance with Council's Planning Scheme. All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and <i>Somerset Regional Council Design Standards</i> .	As part of Operational Works

2.15	Provide secure bicycle parking and associated support facilities for a minimum of two (2) bicycles in accordance with AS2890.	As part of Operational Works
2.16	Construct and maintain the driveway, vehicle manoeuvring and parking areas of hard standing material such as concrete, bitumen or asphalt in accordance with Australian Standards.	At all times
	Erosion and sediment control	
2.17	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> • Be required to install additional measures • Be responsible for the restoration work. <p>Should the developer fail to complete the works determined by Council within the specific time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times
2.18	<p>Where vegetation is removed, the vegetation waste shall be disposed of by:</p> <ul style="list-style-type: none"> i) Milling; ii) Chipping and/or mulching iii) Disposal at an approved waste disposal facility. <p>No incineration of vegetation or waste will be permitted at the site. 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 – 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 	At all times

	<ul style="list-style-type: none"> • Stockpile any waste on the development site. 	
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 3 – REFERRAL AGENCY Department of State Development, Manufacturing, Infrastructure and Planning – State Assessment and Referral Agency <i>Concurrence Agency Response</i> <i>Agency Response: Recommend Conditions Apply</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 the all referral agency responses and include conditions exactly as stated in the response.		
The Department of State Development, Manufacturing, Infrastructure and Planning, as a Concurrence Agency, has assessed the impact of the proposed development in regards to development in a state controlled road environment.		
Concurrence Agency response dated 25 July 2019 and referenced as 1905-11431 SRA.		
Concurrence Agency response will be attached to Council's Decision Notice for DA18654.		
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 first change of the use under the approval does not start within the 'currency period' – being six (6) years starting the day the approval takes effect.		
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .		
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.		
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.		
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.		
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 for civil works and 18 months for landscaping (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”.

All building work is to comply with the provisions contained in the *Building Act*; the *Building Regulation*, the *Building Code of Australia*, the *Queensland Development Code* and relevant *Australian Standards*.

Dust pollution arising from the construction and maintenance of the works required by this approval are the applicant’s responsibility. The applicant must comply with any lawful instruction from Council’s Operations department if in Council’s opinion a dust nuisance exists.

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

Landowners are responsible for the construction and maintenance of any vehicular access for the property, from the road carriageway to property boundary in accordance with Council’s standards.

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

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

Carried

Vote - Unanimous

Subject:	Lantana Chemical Subsidy Program 2022/2023
File Ref:	Environmental Management/Reports/Environmental Health Reports
Action Officer:	ESM

Background/Summary

Council has allocated \$100,000 in the 2022-2023 budget, to provide a lantana chemical subsidy to landholders in the region for the purchase of approved chemicals from businesses located within the Somerset Region for the control of lantana.

This program is a continuation of the Lantana Chemical Subsidy Program operated in the 2021-2022 financial year, where a 100% subsidy was offered for claims up to a maximum of \$5,000 per landholder. In the 2021-2022 financial year, the program was fully allocated within approximately 6 months, with 25 landholders approved to participate in the program. The program has been very popular and unfortunately not every landholder who enquired was able to participate in the program.

To allow for more participation and to broaden the benefits of the program, it is proposed to amend the program in the 2022-2023 financial year to:

- Offer a 50% subsidy for approved landholders through an expression of interest process.

It is proposed to maintain the existing requirements that the program is:

- For up to a maximum claim of \$5,000 per landholder and until the budget allocation is exhausted.
- For approved chemicals purchased at a business located within the Somerset Region.

Attachments

Nil

Recommendation

THAT Council amend the Lantana Chemical Subsidy Program in the 2022-2023 financial year to offer a 50% subsidy for approved landholders through an expression of interest process.

Resolution:

Moved – Cr Choat

Seconded – Cr Brieschke

"THAT Council amend the Lantana Chemical Subsidy Program in the 2022-2023 financial year to offer a 50% subsidy for approved landholders through an expression of interest process."

Carried

Vote - Unanimous

Subject:	Somerset Volunteer Bushfire Resilience and Recovery Activities project – Contract Appointment
File Ref:	Environmental Management/Programs/Land Management and Conservation
Action Officer:	NRMO

Background/Summary

Council is currently delivering the Somerset Recovery and Resilience Team Project (Green Army) in respect of the 2019 Bushfires with granted Queensland Reconstruction Authority (QRA) funding.

A condition of the granted funding for this project (\$1,300,000) was a contribution from Council of \$200,000 (for an overall \$1,500,000 project).

The nominal allocation/purpose of these project funds (per the approved funding agreement) is outlined below against the respective allocated Job numbers in our internal management system:

8022-0-1	Green Army Teams	\$1,260,000.00
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8022-0-2	Green Army Skill Develop Training	\$40,000.00
8022-0-3	Green Army Enviro Projects	\$200,000

Of these Job numbers, items 8022-0-1 and 8022-0-2 have been fully committed through a contractual appointment to Conservation Volunteers Australia (CVA) (\$1,300,000) and as such, will be fully expended upon the completion of the project.

However, as we near the end of the contracted CVA delivery (with Teams currently scheduled to finish on September 12 2022), it is noted that unallocated funding remains in Job number 8022-0-3, with \$125,392.28 unallocated at this time.

As such, it is proposed to contract some of these residual funds from 8022-0-3 (\$100,000), to CVA for delivery through the existing team structure, aligned to the existing project sites. Actualised on the ground, this will allow for an extra 6 weeks of team deployment if all existing participants wish to continue beyond the current finish date, whilst aligning to the existing QRA funding project deliverables, and timeline (delivery by 31 December 2022).

This proposal also mitigates the risk of an underspend of project funding, and the possibility of a proportional return of funding to respective parties upon the completion of the project. The proposed reallocation also allows for proportionate project funding to remain unallocated in the project line (8022-0-3) for remaining project delivery, in accord with expenditure thus far, and the proposed arrangements.

It should be noted that CVA's contractual appointment to this project was subject to section 235 of the *Local Government Regulation 2012* which states that a local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if:

- (a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or*
- (b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders;*

This appointment was resolved by Council at its Ordinary meeting of 24 March 2021.

Consequently, the proposed arrangements are subject to these same provisions (as CVA are proposed to deliver the contracted funds), and are hereby presented for Council consideration. Some points to assist Council consideration:

- CVA is the current contracted delivery agent, and the proposed timeframes and deliverables outlined are in respect of an ongoing delivery. It is likely that a new (different) appointee, would cost considerably more to incorporate initial overheads, and initial project provisioning.
- It is unlikely that a new appointee/arrangement could be reasonably achieved and delivered within the remaining QRA grant timelines (due by December 30 2022).

Recommendation

THAT Council resolves that it is satisfied that, in accordance with section 235 of the *Local Government Regulation 2012*, there is only one supplier reasonably available to deliver the \$100,000 project in accordance with Queensland Reconstruction Authority project timeframes, being Australian Trust for Conservation Volunteers trading as Conservation Volunteers Australia.

Resolution:

Moved – Cr Brieschke

Seconded – Cr Isidoror

" THAT Council resolves that it is satisfied that, in accordance with section 235 of the *Local Government Regulation 2012*, there is only one supplier reasonably available to deliver the \$100,000 project in accordance with Queensland Reconstruction Authority project timeframes, being Australian Trust for Conservation Volunteers trading as Conservation Volunteers Australia."

Carried

Vote - Unanimous

Subject:	Application for Keeping more than maximum number of animals – 49 RP157212 - 04352-00000-000 - 74 Cedar Avenue, Esk
File Ref:	LICENCING – LOCAL LAWS – Keeping of Animals
Action Officer:	RSO (MC)

Background/Summary

Application Details

Council received an application to keep four dogs from the occupier of 74 Cedar Avenue, Esk. The application relates to large breeds including four Cane Corso's to be kept on land in the rural zone with an area of 2.239Ha.

Regulatory Services Officers conducted an inspection of the site with the property occupier on 1 April 2022 and noted the following:

- There is one dwelling located on the property.
- All dogs are microchipped and not de-sexed.
- The dogs roam free on the property and sleep under the dwelling on the property.
- The property fencing is constructed of dingo fencing and is in good condition and adequate to contain dogs at time of inspection.

Assessment Summary

Complaint History

Council has received the following complaints regarding dogs kept at this property.

10/06/2021 – CSR 1300614 – Dogs wandering at large – WAL (Dogs) Compliance Notice and Fence/Enclosure (Dogs) Compliance Notice were sent to Samantha Egan. There have been no further CSRs created regarding the applicant's dogs wandering at large since the Compliance Notices were sent to the applicant. The allegation of the dogs escaping her property was denied by the applicant. On the date of the excess dog's inspection, the fences were deemed sufficient to prevent the dogs from escaping the enclosure.

03/02/2022 – CSR 1366477 – Excess Dogs – Application for Excess Dogs Permit was lodged by Samantha Egan.

18/03/2022 - CSR 1381043 - Dog Attack - Unsubstantiated.

4/07/2022 - CSR 1411093 - anonymous complaint about dogs chasing a horse on the same property. Complaint referred to the RSPCA for follow up.

8/7/2022 – CSR 1412936 - anonymous complaint about dogs chasing a horse on the same property. Complaint referred to the RSPCA for follow up. Council's SRSO has spoken to the RSPCA inspector who advised that the applicant has been made aware of her responsibilities in relation to animal welfare. The RSPCA inspector also advised the SRSO that the situation would be monitored. The applicant also advised the RSPCA inspector and the SRSO that she is training the dogs not to chase the horse with the use of a training collar.

Submissions

During the submission period, Council received three submissions from persons who were in receipt of the notification. The contents of the submissions are summarised below:

Submission 1:

Doc ID – 1373196 – Received at Council 22 February 2022

- Two of the applicant's dogs have been on neighbouring property on occasions.
- Neighbouring property is Land for Wildlife and on several occasions mutilated wallabies have been found on neighbouring property. Neighbour is unsure which dogs are responsible as other dogs in the area roam unattended.
- Concern that an increase in the local dog population will be detrimental to the koala population.
- Neighbour feels the applicant is not a reliable or responsible animal carer.

Submission 2:

Doc ID – 1372486 – Received at Council 22 February 2022

- Since the applicant's new fence was erected, her dogs have wandered into the neighbour's paddocks several times.
- The dogs bark through the night continuously, the neighbours are regularly woken by them.
- Since the first two dogs came onto the applicant's property there has been a reduction in koala and wallaby numbers.
- The neighbour does not think it is appropriate to have puppy farming in this area and the neighbour is unclear if the applicant has the necessary qualifications or licences.
- The neighbour is concerned that the applicant will also breed horses.
- The neighbour believes the applicant's dogs are loud and aggressive and not properly controlled on the property which adversely impact the amenity of the area.

Submission 3:

Doc ID – 1373333 – Received at Council 24 February 2022

- The applicant's dogs have been unrestrained and unaccompanied outside her property on several occasions in the past. On two occasions one of the dogs acted territorially towards the neighbour while the neighbour was in his vehicle.
- While the neighbour and his visiting grandchildren ride their bicycles past the applicant's property the dogs try to escape in order to chase them.
- Several people walk past the applicant's property and her dogs act viciously toward these people.
- The neighbour stated that an 80 year old neighbour was walking his dog past the applicant's property when one of the applicant's dogs escaped and attacked the man's dog and the man was bowled over in the melee and suffered bruising.

Supervising Regulatory Services Officer Comment

On 13 June 2022 RSO Clark obtained the following responses from the applicant in relation to the content of the following issues raised within the submissions received at Council;

Issue

Wandering at large

Response

The applicant stated that she has built a fence around her property that prevents her dogs from escaping her property. Fence built in December 2021 – In relation to the alleged dog attack reported to Council on 18/03/2022, the applicant stated that her dogs have not wandered from her property since her fence was built. the applicant stated that her dogs cannot get out. The dog attack report was unsubstantiated due to the complainant not wanting to provide a statement nor any other evidence to Council in relation to that matter.

Barking	The applicant demonstrated the effect of behaviour control collars she has fitted to her dogs that are activated by a remote-control unit causing a vibration in the collar unit that causes the dogs to stop barking.
Aggressive Behaviour	The applicant stated that her dogs do not behave in an aggressive manner, however if she sees her dogs misbehaving, she can activate the behaviour control collars. The applicant stated that she is on a pension and rarely leaves her property so she can monitor her dogs' behaviour.
Breeding	RSO Clark did not request a response in relation to dog breeding. The applicant has provided her Breeder Identification Number 0010289070439 with her application.

Inquiries have been made in relation to the three submissions and it is my opinion that those submissions have been adequately addressed by the applicant. The application is supported.

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 4 dogs can be effectively kept on the premises. The dogs sleep on the ground under the shelter of the dwelling.	
(2) Whether a residence exists on the premises.	Y
Comments: A single storey dwelling exists on the property.	
(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 is newly constructed and meets the requirements of Subordinate Local Law No. 2, 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 resides at the premises.	
(5) Whether the animal or animals will be properly supervised.	Y
Comments: The applicant can adequately supervise 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 dogs 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 four dogs listed on the application 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>	Y
<p>Comments:</p> <p>a) Not likely to cause a nuisance. The applicant has recently purchased a vibrating behaviour control collar for each of the 4 subject dogs. The applicant activates the vibrating collar via a hand held remote control unit to curb undesirable dog behaviour. The applicant stated she rarely leaves her property as she does not have employment that requires her to leave her property. The applicant stated she is able to constantly monitor her dogs' behaviour.</p> <p>b) The subject dogs have a fenced area of 2 acres and are unlikely to affect the amenity of the 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: N/A	
<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: N/A	
(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: The applicant is the owner of the property.	
(13) Whether the applicant has been refused a similar type of approval by the local government or another local government.	Yes
Comments: No knowledge of refusal of similar type of approval.	
(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/A
Comments: No regulated dogs are subject to this application.	
(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 relates to the keeping of 4 dogs over the age of 3 months. The applicant's property at 74 Cedar Avenue, Esk is outside a designated area. The applicant's property at 74 Cedar Avenue, Esk is 2.239ha in size. The applicant provided her DOGS QLD membership number as 4100274935.	
(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/A
Comments: N/A	

Attachments

1. Locality Plan

Recommendation

THAT Council grant approval to keep more than the maximum number of 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 49 on RP157212, situated at 74 Cedar Avenue, Esk;
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.
Pink Boy	Cane Corso	Black	M	N	953010100062402
Green Girl	Cane Corso	Black	F	N	953010100124847
Tyra	Cane Corso	Black Brindle	F	N	900164001005460
Yellow Girl	Cane Corso	Black	F	N	953010100074286

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 dogs list in schedule 1 of this approval, are not in a public place unless they are under the effective control of a person in accordance with <i>Local Law No.2 (Animal Management) 2011</i> .
1.4	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.
1.5	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.
1.6	The approval holder must ensure that any enclosure in which the dogs are kept is maintained in: <ul style="list-style-type: none"> (i) a clean and sanitary condition and disinfected regularly; and (ii) an aesthetically acceptable condition.
1.7	The approval is limited to the dogs identified in Schedule 1 of this approval.
1.8	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.
1.9	The dogs identified in Schedule 1 of this approval must hold registration with Somerset Regional Council.
1.10	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 Isidro

" THAT Council grant approval to keep more than the maximum number of 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 49 on RP157212, situated at 74 Cedar Avenue, Esk;
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1.9	The dogs identified in Schedule 1 of this approval must hold registration with Somerset Regional Council.
1.10	The approval holder must at all times comply with provisions of the <i>Animal Management (Cats and Dogs) Act 2008</i> . <div style="text-align: right;"><u>Carried</u></div> <div>Vote - Unanimous</div>

Report

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

Planning Development Applications

A total of twenty-seven (27) development applications were received in June 2022.

Assessment Type	May 2021	June 2021	May 2022	June 2022
Building Works assessable against the Planning Scheme	7	6	15	10
Material Change of Use	5	12	11	15
Reconfiguring a Lot	1	3	3	1
Operational Works	-	2	2	-
Combined Applications	-	-	-	1
Total	13	23	31	27

The list of applications received is provided in Appendix 1.

A total of thirty-six (36) development applications were decided in June 2022.

Approved/Refused	May 2021	June 2021	May 2022	June 2022
Refused - Council	-	-	-	-
Approved - Council	2	3	5	12
Approved - Delegated Authority	18	6	25	24
Total	20	9	30	36

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. Following an appeal review before the Court on 22 June 2022, Council has executed a development agreement with Asset1 (Fernvale) Pty Ltd, dated 27 June 2022.



Building Development Approvals

A total of seventy (70) building approvals were issued in the region for June 2022.

Assessment Type: Building Works

Status	May 2021	June 2021	May 2022	June 2022
Accepted	111	87	82	78
Approved - Council	6	19	8	9
Approved - Private Certifier	77	68	41	61

The list of applications approved is provided in Appendix 2.

Building Compliance Matters

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

June 2022:

Unapproved building works at Moore, Fernvale, Toogoolawah.

Unlawful use of buildings at Lowood.



Plumbing Compliance Permits and Inspections

A total of fourteen (14) plumbing and drainage approvals were issued in the region for June 2022.

Assessment Type: Plumbing Approval

Status	May 2021	June 2021	May 2022	June 2022
Approved	16	34	31	14
Info Request	14	14	10	14
Total	30	41	41	28
Plumbing Inspections	61	75	86	106

The list of applications approved is provided in Appendix 3.

The number of home sewerage treatment plants on Council's register is 2255 of which 336, or 14.9% are currently overdue for servicing.

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

Council's plumbing inspectors have continued working through the next phase of the Wastewater Risk Mitigation Program within the Mid-Brisbane (Black Snake Creek Catchment). Twenty-one eligible properties in the Glamorgan Vale area were sent invitations to apply for upgrade subsidy; eight of which have volunteered for an inspection, with six inspections resulting in the allocation of funding.

Environmental Health Services

Food Safety Training



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

A total of 279 users completed the training during the month of June.

Swimming Pool Water Quality Monitoring

Swimming pool water sampling was not conducted during the month as pools in the region are not currently open. Sampling will recommence in conjunction with the swimming season which is expected to commence in the middle of September.



Mosquito Monitoring



Officers are currently planning the 2022-2023 mosquito surveillance program in conjunction with Queensland Health which is proposed to be 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.

Pest Management

A report from the pest management inspection was not available in time for the meeting agenda. A report of the section activities for the month of June will be included in the July monthly report.

Regulatory Services

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

Natural Resource Management

Land for Wildlife

- Delivery of a Land for Wildlife - Bush Regeneration workshop 26 June 2022. The next Land for Wildlife workshop will focus on Native Bees in September.

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. A draft product is anticipated in August 2022.
- Initial meeting with Geckoes Wildlife 20 June 2022, who are contracted to undertake a series of wildlife awareness shows across the Somerset regions schools. Workshops will likely occur in Term 3 of this year, pending scheduling.

Catchment Management

- Resilient Rivers Project Updates:
- Planting has been completed at the next stage of the Black Snake Creek Project (2 properties at Glamorgan Vale) and is now under two years of maintenance to assist plant establishment.
- A round of minor maintenance/reparations has been commissioned across all Black Snake Creek project sites in respect of the Flood events earlier this year.



Offsets – Planting



Delivery of Councils Capital Works Offsets:

- 850 (Koala) trees have been planted along the Brisbane Valley Rail Trail between Esk and Toogoolawah and is under maintenance.
- Investigations underway into deployment opportunities along the Brisbane Valley Rail Trail in respect of 22/23 Offset proposal, including meeting with Department of Transport and Main Road staff on 30 June 2022.

Collaborations

- The Recovery and Resilience teams continue to work on key sites across the region, including: Yowie Park, Kilcoy; The Condensery, Toogoolawah; Shines Road, Wivenhoe Pocket; Brisbane Valley Rail Trail, Lowood.
- Preparations underway to provide trees to the Somerset regions schools for National Tree Day (29 July 2022).
- Officer representation at the Esk Garden and Lifestyle Fair – 18 June 2022
- Preparations underway for a community Tree planting event in collaboration with Conservation Volunteers Australia, and the Somerset Recovery and Resilience team. The planting will take place at the Toogoolawah Condensery 23 July 2022.

Business Recovery Officer



In June the Business Recovery Officer (BRO) was on leave for 2 weeks. On returning from leave the BRO tendered his resignation with final day on 23 June 2022. Council is currently recruiting for the vacant position.

1. Business Recovery Visits and Field Support

- Assisted businesses submit voucher claims to BizRebuild.
- BlazeAid fence repairs and property cleanup recommenced operations from its new Fernvale base on 22 June 2022.

April 2022 Business Contacts	Business Visits	Phone Calls	Top 3 Customer Topics	Rank
Northern Region:	3	2	N /A	
Central Region:	2	2	N/A	
Southern Region:	0	0	N/A	
Total:	5	2	-	-

2. Promoting Business Grants

- Continued to promote special purpose flood grants and loans for primary producers, small business and not for profits through the recovery newsletter, face to face visits and phone calls.
- Somerset primary producers received 3rd highest grants value for SEQ LGA's. Just behind Lockyer Valley and Gympie.

As at 30 April 2022	Assessment Stage:	Approved:	Total Value to Date:
Primary Producer \$75k Grant	14	101	\$1,446,736
Small Business \$50k Grant	1	16	\$196,740

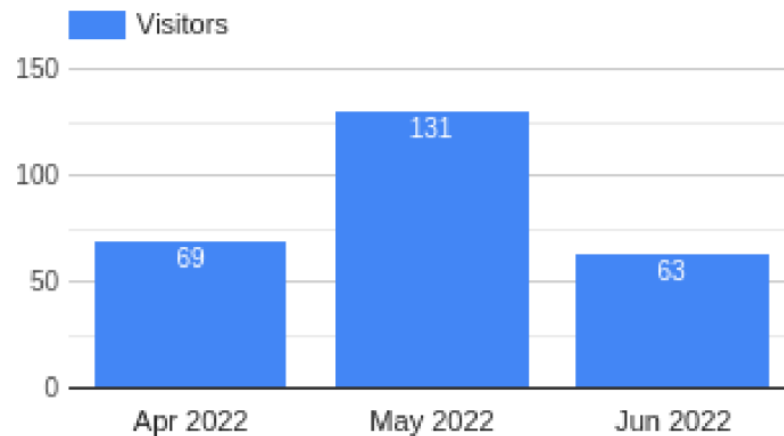
Not For Profit \$50k Grant	0	3	\$26,822

3. Next Recovery Event – Granting Writing Workshops

- Pending successful BRO recruitment, Council currently plans to hold multiple grant writing workshops in southern, central and northern towns during August / September 2022.
- Industry targeted grant writing sessions delivered in person by an expert grant writer.

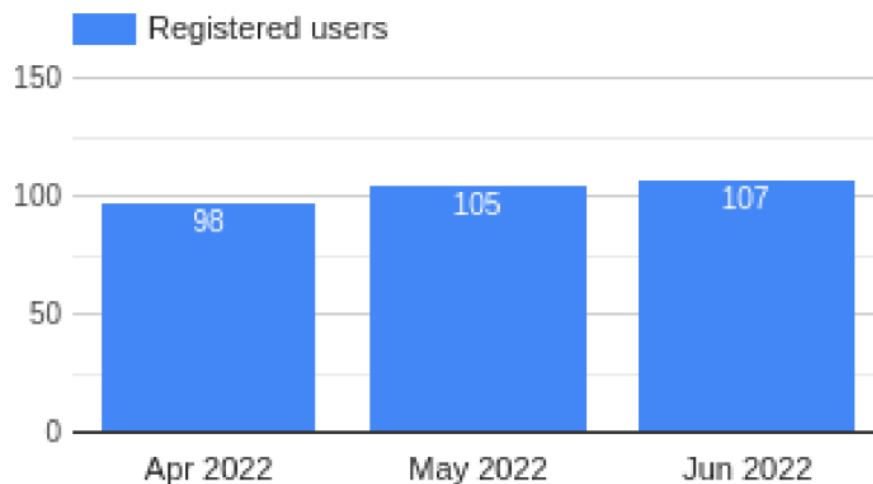
4. Somerset Regional Council Grant Finder - June 2022 Monthly Report

Total portal visitors per month on the Somerset Regional Council Grant Finder portal



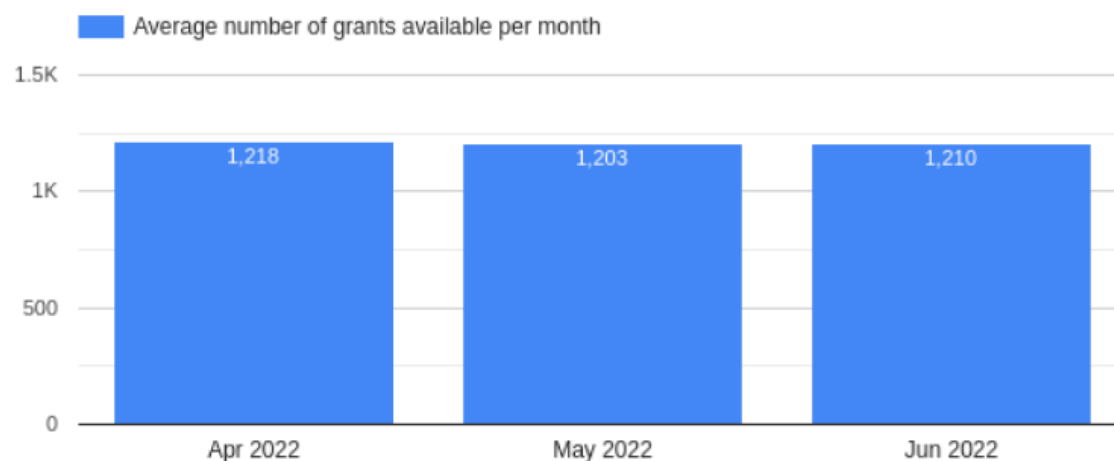
A visitor is someone who has viewed our portal but may or may not be registered. Per month totals are shown above. This figure only includes unique visitors. I.e. the same person is not double counted.

Total Registrations on the Somerset Regional Council Grant Finder portal



Registrations are people that have registered to our portal via the signup form and are still active. Total cumulative registrations are shown above.

Number of grants on the Somerset Regional Council Grant Finder portal



Average number of grants available on our portal per month. Approx. 30 grants will open, close or be announced each week in Australia. Hence an average figure is provided.

Recommendation

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

Resolution:

Moved – Cr Gaedtke

Seconded – Cr Isidro

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

Carried

Vote - Unanimous

Subject:	Endorsement sought for a contract exceeding \$15,000 – Daniel Banditt Constructions Pty Ltd
File Ref:	Creditors
Action Officer:	DFIN

Background/Summary

Daniel Banditt Constructions was awarded the contract to complete the new decking at the Esk Community Wellness Hub, (Stepping Stones Building). Quotes were sourced from other local builders, including; Dully's Designer Homes, Mitch Evans and Steve Wicks. There were no quotes received from these suppliers.

Whilst on site, Daniel Banditt Constructions was engaged to complete the kitchen refurbishment. This is due to the urgency for the occupancy of new services, including a localised mental health service and allied health professionals. These services are required to support members of the community impacted by the February/May 2022 floods and to make the much-needed NDIS support services available locally.

Endorsement is sought for Daniel Banditt to undertake the works required for the kitchen refurbishment to enable new services to be set up for the benefit of the community.

Attachments

Nil

Recommendation

THAT to remove any doubt, Council resolves Daniel Banditt Constructions Pty Ltd was the only supplier reasonably available to complete the Esk Community Wellness Hub refurbishments, including kitchen upgrade, that are necessary for the provision of a localised mental health service and allied health professionals, to urgently support community members impacted by the flood disasters, within the required timeframe.

Resolution:

Moved – Cr Whalley

Seconded – Cr Brieschke

" THAT to remove any doubt, Council resolves Daniel Banditt Constructions Pty Ltd was the only supplier reasonably available to complete the Esk Community Wellness Hub refurbishments, including kitchen upgrade, that are necessary for the provision of a localised mental health service and allied health professionals, to urgently support community members impacted by the flood disasters, within the required timeframe."

Carried

Vote - Unanimous

Subject: 2022 Interim audit report to the Mayor
File Ref: External audit
Action Officer: DFIN

Background/Summary

Section 213 of the Local Government Regulation 2012 requires an interim audit report from the Auditor-General to be presented at the next ordinary meeting of Council.

The attached interim audit report dated 22 June 2022 details the results of audit work conducted to date and audit's assessment of the "design and implementation of (council's) internal controls, and whether they are operating effectively".

The interim audit report confirms that no deficiencies have been identified.

Attachments

2022 interim audit report to the Mayor from Queensland Audit Office of 22 June 2022

Recommendation

THAT the 2022 interim audit report to the Mayor from Queensland Audit Office dated 22 June 2022 be received and the contents noted

Resolution: Moved – Cr Gaedtke Seconded – Cr Brieschke
" THAT the 2022 interim audit report to the Mayor from Queensland Audit Office dated 22 June 2022 be received and the contents noted."
Carried
Vote - Unanimous

Subject: Managed print services extension
File Ref: INFORMATION TECHNOLOGY - ACQUISITION - Hardware
Action Officer: ICT Team Leader

Background/Summary

Council uses managed print services supplied by Comtech West which includes the supply of a number of printer/ scanners.

This follows a Council resolution of 27 November 2019 as follows:

"THAT in accordance with Section 235 (a) Council accept the Comtech proposal for a managed print services agreement due to Comtech being the only supplier reasonably available to provide support for a maintenance agreement for the photocopying, scanning and printing technology at a reasonable price and with response times that meet Council's requirements.

Council entered into a 60-month term managed print services agreement with Comtech West wherein much of the printer fleet was upgraded with brand new devices and the remainder of existing devices to be upgraded when no longer economical to maintain. In mid-2021, some of these devices were upgraded to be consistent with the latest hardware. The remaining devices are now no longer economical to maintain compared to newer models. Council's current printer fleet are Kyocera, a brand often earning awards for reliability and low-cost printing. Comtech West from Toowoomba are the only Kyocera dealer for our area and have for many years supplied and reliably serviced Council printers. It is considered that this

arrangement has been cheaper than the previous approach of Council owning and maintaining all devices. The arrangement also helps manage the risks of obtaining replacement machines where required in the current market.

Comtech West have offered an extension to the managed print services agreement with a term of 60-months from the installation of the new devices (planned July 2022).

The offered cost of the 5-year based managed print services (MPS) agreement extension is marginally cheaper than the current agreement at \$2,490 ex GST per month and continues covering the provision of all printing hardware and maintenance.

Attachments

Nil

Recommendation

THAT Council accept the Comtech proposal for an extension to the current managed print services agreement due to Comtech being the only supplier reasonably available to provide support for a maintenance agreement for the photocopying, scanning and printing technology at a reasonable price and with response times that meet Council's requirements due to the dealer being from a location that provides timely support services.

Resolution:

Moved – Cr Brieschke

Seconded – Cr Choat

"THAT Council accept the Comtech proposal for an extension to the current managed print services agreement due to Comtech being the only supplier reasonably available to provide support for a maintenance agreement for the photocopying, scanning and printing technology at a reasonable price and with response times that meet Council's requirements due to the dealer being from a location that provides timely support services."

Carried

Vote - Unanimous

Subject:	Finance report
File Ref:	Monthly reporting - finance
Action Officer:	DFIN

Background/Summary

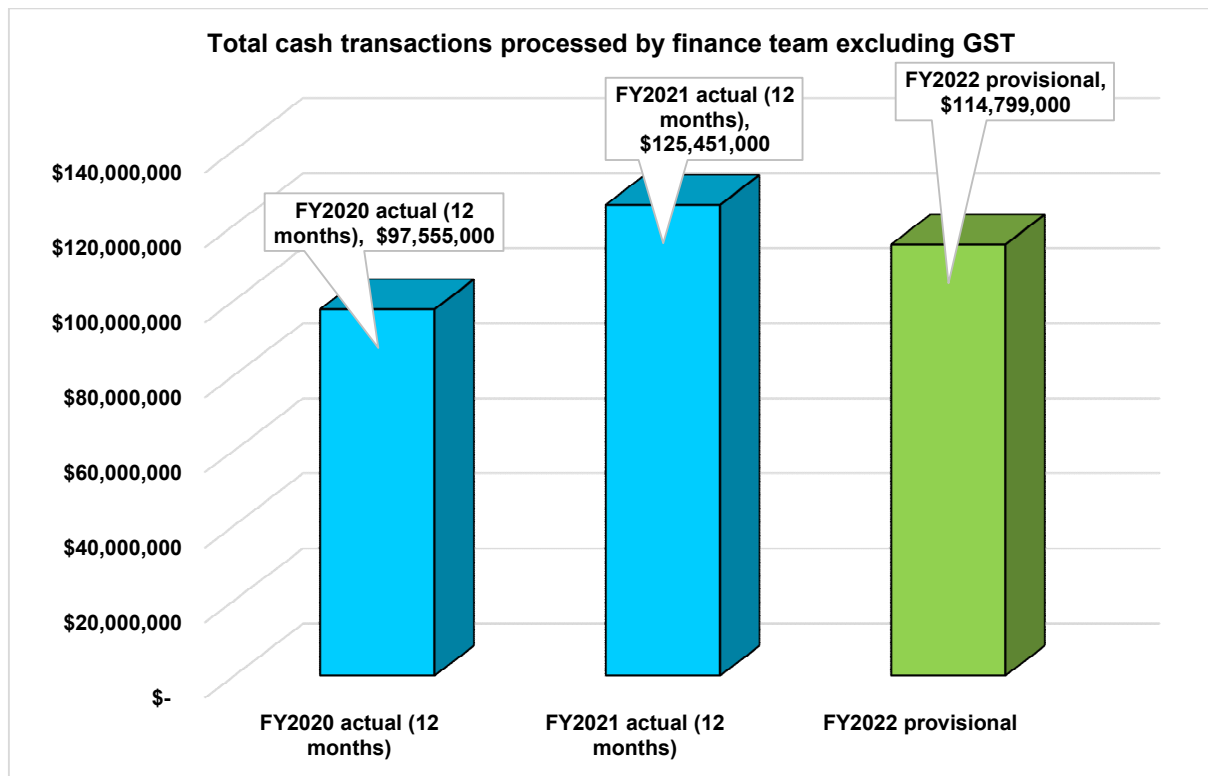
Financial reports

Reports for the period 1 July 2021 to 29 June 2022 are attached detailing the progress that has been made in relation to Council's FY2022 budget as required by Local Government Regulation 2012 s204.

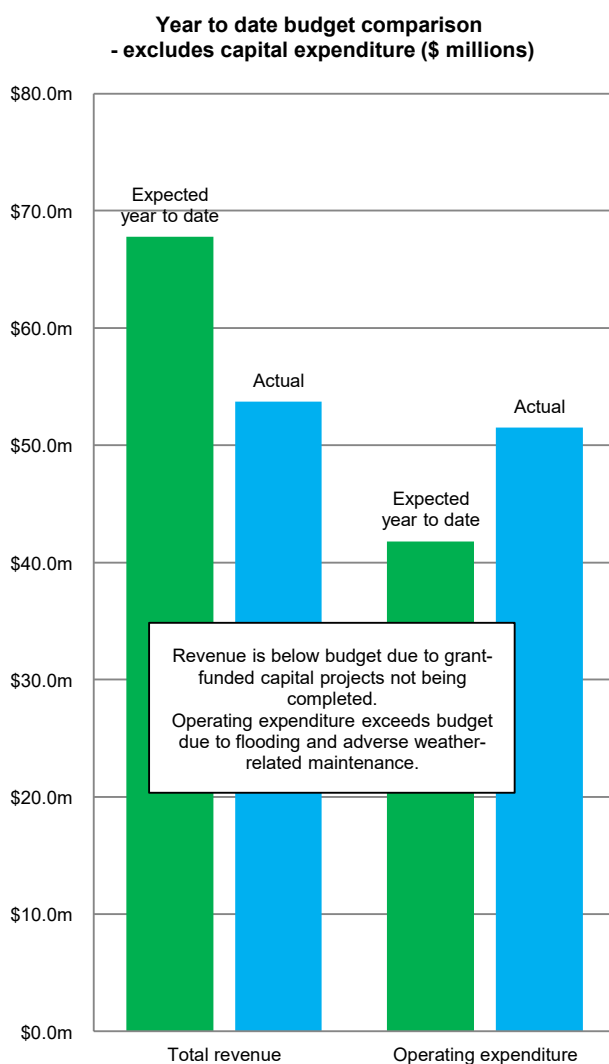
Year-end financial statements are being prepared for audit. The finance team has provisionally processed \$114.8M in transactions for the financial year to date including grants, rates, contract revenue and payments to suppliers and employees.

It is considered likely that year-end financial statements once finalised will show that Council has incurred an operating loss for FY2022 after incurring significant unrecouped flood emergent works.

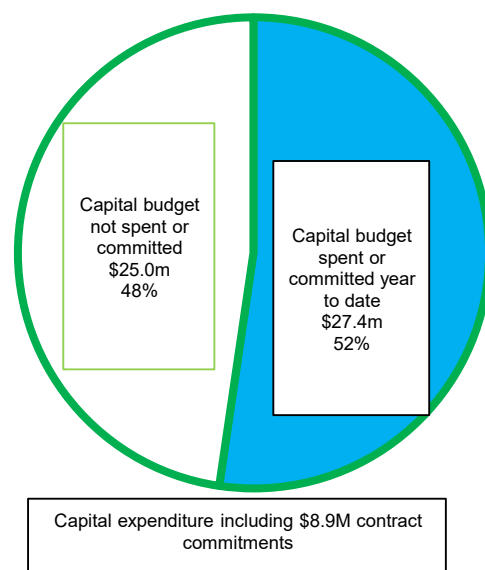
Provisional transaction volumes have increased in recent years with larger capital and recoverable works programs:



Provisional results for the financial year to date are summarised as follows:



Total capital expenditure and commitments



Competitive grants

- The following application submitted under the Queensland Government's Local Government Grants and Subsidies Program (LGGSP) during March 2022 has been successful and will be delivered later in 2022 in conjunction with the below SES grant

	Project value	Funding accepted
LGGSP - Installation of 65.2kW total rooftop PV solar systems at 11 Council facilities including Lowood depot/SES, Esk landfill/animal shelter, Toogoolawah pool/community gym, Esk Visitor Information Centre, Esk SES, Fernvale Community Hall, Kay Avery Place community centre in Kilcoy and Toogoolawah library to facilitate sustainable growth in Council services to the community and to promote the benefits of rooftop solar PV to residents and business	\$148,207	\$88,924
SES grant - Lowood SES depot 6 kW rooftop PV solar	\$8,747	\$6,560
Total	\$156,954	\$95,484

- Council is awaiting the outcome of applications made under the Australian Government's Building Better Regions Fund on 7 and 9 February 2022

Building Better Regions Fund round 6 application	Project value	Funds sought
Brisbane Valley Rail Trail Mountain Bike Park, Mount Glen Rock, Esk. This project aims to increase employment in the region by 15 people during construction and 8 people on an ongoing basis.	\$5,031,818	\$2,515,909
Toogoolawah Gateway Centre incorporating a new Toogoolawah library and rooms for visiting health professionals.	\$2,500,000	\$1,250,000

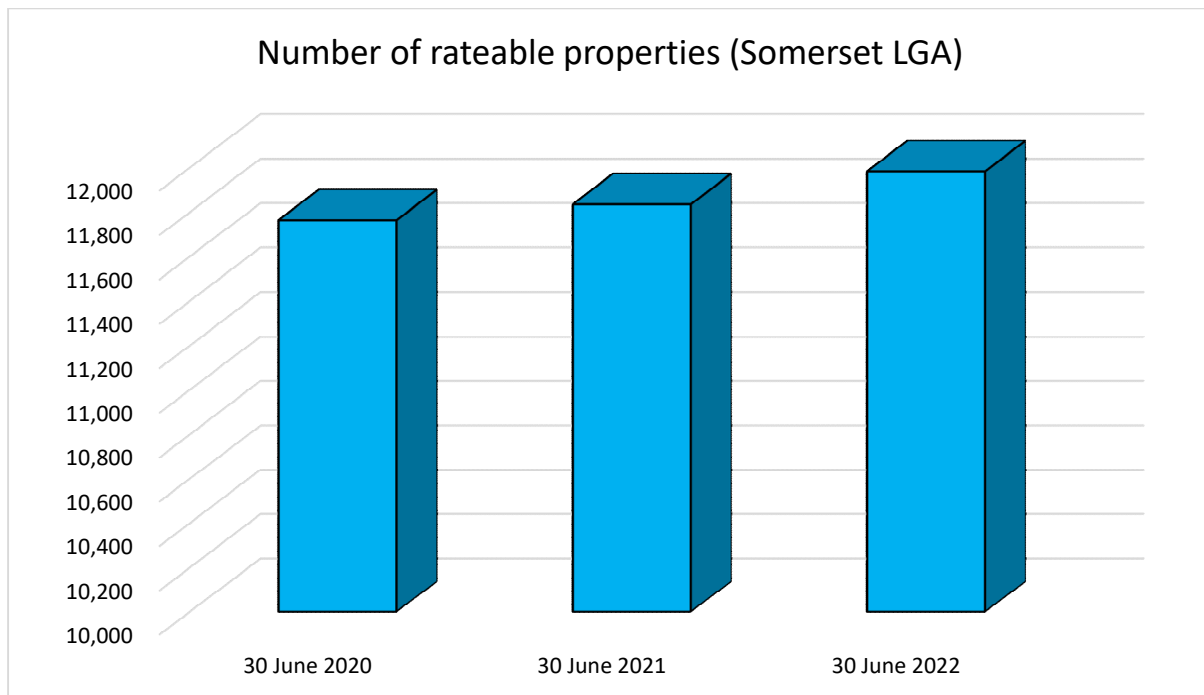
- Council has accepted a funding agreement for the following project under the Australian Government's Heavy Vehicle Safety and Productivity Program (HVSPP) had been successful as follows:

HVSPP competitive project application	Project value	Funding accepted
Widen and strengthen 1.3km of Lowood Minden Road from chainage 8.13km to ch9.45km near the intersection of Kisslings Road.	\$1,434,204	\$1,147,363

- Council officers are developing further proposals under the Australian Government's Bridges Renewal Program and Heavy Vehicle Safety and Productivity Program, in particular for the replacement of Lester Kropp Bridge on Neurum Road.
- Council officers have successfully obtained extensions of time for major projects on Esk Crows Nest Road, Lowood Minden Road and elsewhere which are part-funded under the Australian Government's Heavy Vehicles Safety and Productivity Program following two declared disasters in Somerset LGA during 2022.

Growth

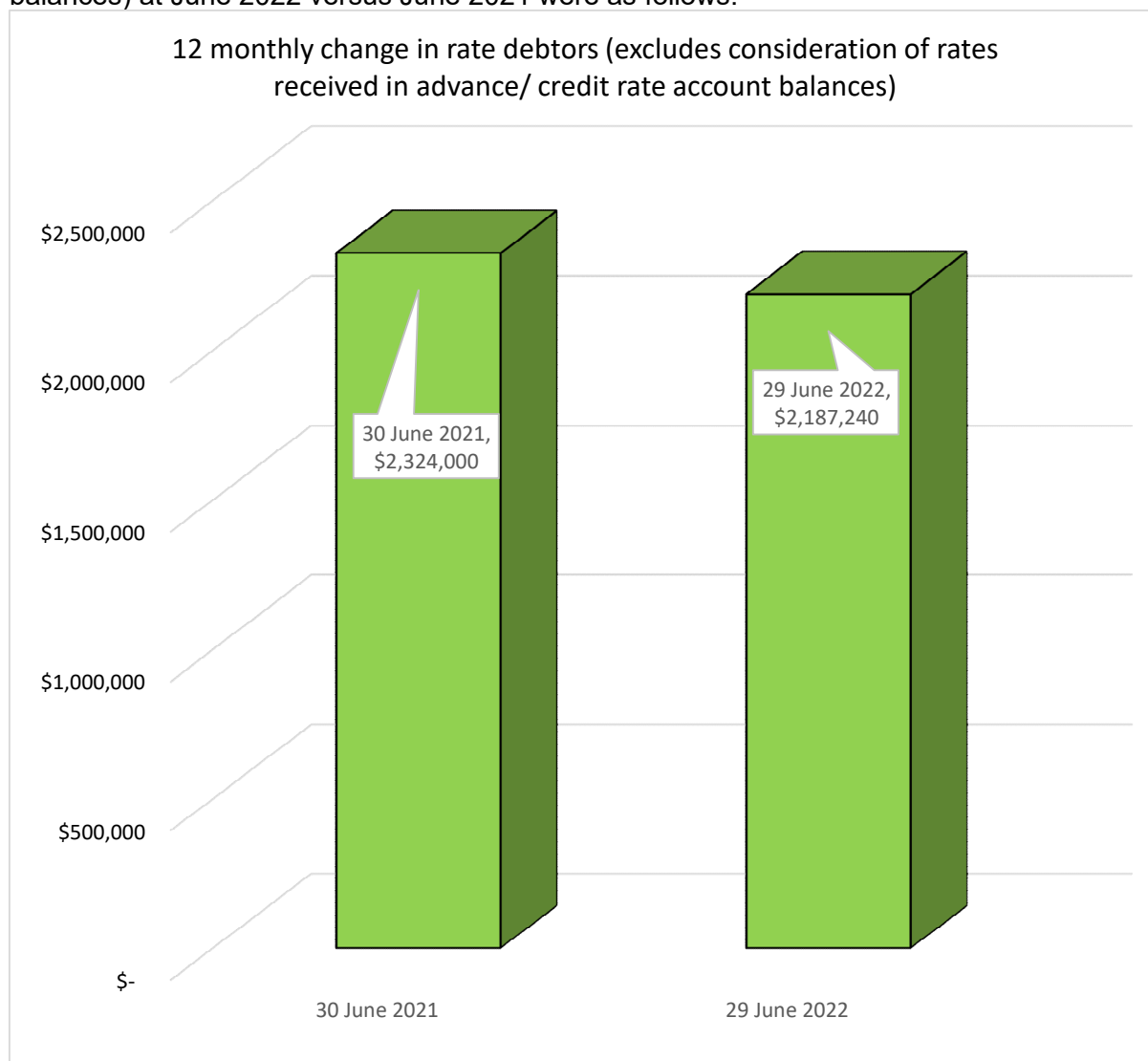
Rateable property data provides an indication of regional growth. The total number of rateable properties has increased as follows:



Rates

On 23 June 2022, Council issued 25 notices of intention to sell land for overdue rates or charges consistent with a May Council resolution. These notices were prepared in-house so as to avoid incurring legal costs which would be recoverable from relevant landowners in addition to the overdue rates.

Total rate debtors – excluding amounts that ratepayers have prepaid to Council (ie credit balances) at June 2022 versus June 2021 were as follows:



Investments

Council relies on interest revenue to keep rates at the lowest possible level. Interest rates have been at historic lows and are rapidly increasing including increases in the Reserve Bank of Australia cash rate from 0.1% to 1.35% as at 11 July 2022. An investment summary is attached detailing interest earnings from Queensland Treasury Corporation (QTC) cash fund and other sources.

Council's key investment strategy has been to maintain interest-bearing credit facilities totalling \$43.8 million to Urban Utilities (UU) which help fund infrastructure like Lowood wastewater treatment plant as well as providing mutual benefit to both UU and Council. These carry a combined weighted average interest rate of 2.11%.

Council is currently working with Urban Utilities and state authorities to establish a third credit facility of \$10 million. This is expected to be in place in 2022/2023.

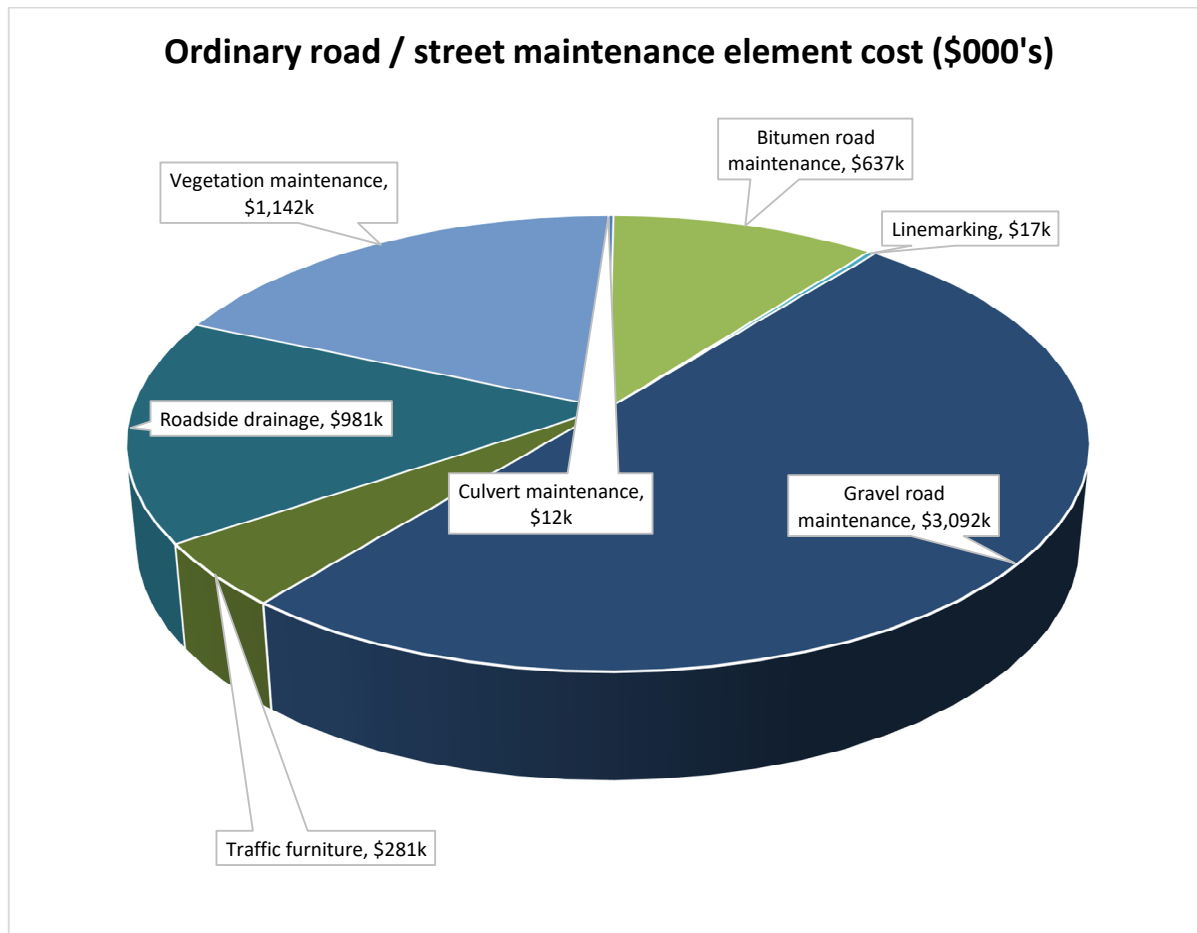
Ordinary road maintenance detail

While overall Council net operating costs are broadly within pro rata budget expectations, ordinary road maintenance costs exceed pro rata budget as below:

Maintenance type	Total (\$000's)
Bitumen road maintenance	637
Gravel road maintenance	3,092
Roadside drainage	981

Culvert maintenance	12
Vegetation maintenance	1,142
Traffic furniture	281
Linemarking	17
Total actual year to date	6,162
Expected pro-rata budget year to date	5,429

In addition, a further \$2.785M has been spent on flood emergent repairs and recovery.



As previously requested, Council's 50 most costly road segments for maintenance for the year to date were as below. Costs per linear metre have been added for context.

Road segment	Cost (\$'000's)	Cost per metre (\$)
Bellthorpe Rd (gravel) Ch0-Ch11460	161	14
West Brnch RdXing35Ch19065-19070	151	
Kingaham Rd (gravel) Ch0-Ch8960	120	13
Patrick Estate RdCDOALL	102	
Banks Creek Rd (gravel) Ch4670-Ch12870	89	11
Mt Byron Rd (gravel) Ch2020-Ch15370	82	6
Diaper Rd (gravel) Ch3000-Ch6200	79	25
Westvale Rd (gravel) Ch1340-Ch13550	77	6
Ivory Creek Rd (gravel) Ch10150-Ch12590	73	30
Monsildale Rd (gravel) Ch12000-Ch19100	73	10
Monsildale Rd (gravel) Ch1630-Ch10200	67	8
Gregors Crk RdCulvertCh8210-8260	64	
Sandy Creek Rd Mt KlcY CDOALL	62	
Kimbala Rd (gravel) Ch8780-Ch9850	59	55
Yabba Rd (gravel) Ch0-Ch3330	58	17

Glamorgan Vale Rd CDOALL	58	
Patrick Estate Rd (bitumen) Ch240-Ch720	55	115
Sunday Creek Rd (gravel) Ch1690-Ch3390	55	33
Scrub Creek Rd Culv Ch1.6REPA	53	
Wivenhoe Pocket Rd CDOALL	52	
Waverley Rd (gravel) Ch100-Ch1200	52	47
Esk Crows Nest (gravel) Ch26120-Ch34090	50	6
Hope St (bitumen) Ch0-Ch230	49	213
Fulham Rd Cressbrook CDOALL	48	
Silverleaves Rd (gravel) Ch40-Ch2150	48	23
Cooneimbardi Rd CDOALL	47	
Lowood Minden Rd CDOALL	44	
Mt Byron Rd CDOALL	43	
Mt Byron Rd (gravel) Ch160-Ch1170	42	41
Kimbala Rd (gravel) Ch9850-Ch13670	42	11
Cressbrook Cab (gravel) Ch8280-Ch13860	41	7
Yielo Rd (gravel) Ch5100-Ch15500	41	4
Ivory Creek Rd (gravel) Ch12590-Ch15230	40	15
Mt Byron Rd (gravel) Ch15370-Ch19310	40	10
Neurum Rd CDOALL	39	
Glenhowden Rd (gravel) Ch30-Ch1580	39	25
Morden Rd (gravel) Ch1880-Ch6470	38	8
Kipper Creek Rd (gravel) Ch6360-Ch10710	38	9
Monsildale Rd CDOALL	37	
Mt Buggery Rd (gravel) Ch0-Ch990	36	36
Banks Creek Rd CDOALL	35	
Prattens Rd CDOALL	34	
Banks Creek Rd (gravel) Ch3300-Ch4670	33	24
William St Kilcoy (bitumen) Ch110-Ch410	32	108
Mt Mulgowie Rd (gravel) Ch840-Ch3100	32	14
Watsons Rd (bitumen) Ch0-Ch4870	32	7
Cressbrook Cabo (gravel) Ch3900-Ch6630	30	11
Cowah Rd (gravel) Ch0-Ch3990	29	7
Woodgate Rd (gravel) Ch0-Ch2620	29	11
Cressbrook Ck Rd (gravel) Ch680-Ch4890	29	7
Subtotal (\$000's)	2,759	

Special road maintenance/ renewal

In addition to ordinary bitumen road maintenance, expenditure on special road maintenance including resealing of bitumen roads was budgeted for FY2022 of \$1.793M.

Attachments

Financial reports and payment listings

Recommendation

THAT Council receive the financial reports for 1 July 2021 to 29 June 2022 and payments presented for the period 30 May 2022 to 11 July 2022 totalling \$17,952,255.66 and that the contents be noted.

Resolution:

Moved – Cr Brieschke

Seconded – Cr Gaedtke

" THAT Council receive the financial reports for 1 July 2021 to 29 June 2022 and payments presented for the period 30 May 2022 to 11 July 2022 totalling \$17,952,255.66 and that the contents be noted."

Carried

Vote - Unanimous

Subject:	Tender 1253 - 1256 – Management of the Kilcoy Aquatic Centre, Lowood Swimming Pool, Toogoolawah Swimming Pool and Community Gym and Esk Swimming Pool
File Ref:	CORPORATE MANAGEMENT - TENDERING – QUOTATIONS - 2021 – 2022
Action Officer:	A/MRT

Background/Summary

The current management agreements for the Kilcoy Aquatic Centre (KAC), Lowood Swimming Pool (LSP), Toogoolawah Swimming Pool (TSP), Toogoolawah Community Gym (TCG) and Esk Swimming Pool (ESP) conclude 31 August 2022.

A call for tenders was published on Wednesday 13 April 2022, with tenders closing on Wednesday 25 May 2022. Tenders were promoted and collected through vendor panel.

The tender specifications for the KAC, LSP and ESP outlined that the facilities were to be operated in line with current operating season dates, days and times for the respective facilities.

The management of the TSP and TCG were published as a single management tender (i.e. operated as a single facility) and specified the below operating days and times. This will be the first time the facilities have operated as a combined facility following the opening of the new TCG, directly adjacent to the TSP, on 31 May 2022. The new splash pad facility is scheduled to open to the public on 17 September 2022.

Toogoolawah Swimming Pool and Community Gym (During Swimming Pool Season Sep – Apr)	Toogoolawah Swimming Pool and Community Gym (During Winter Pool Shut Down Period Apr – Sep)
MORNINGS Monday to Friday 6am – 10am	MORNINGS Monday to Friday 7am – 10am
AFTERNOONS Monday to Friday 3pm – 6pm	AFTERNOONS Monday to Thursday 3pm – 6pm
Saturday 10am – 5pm	Saturday, Sunday, Public holidays Closed
Sunday and Public Holidays 12noon – 5pm (Closed Christmas Day) *24-hour gym accessible	*24-hour gym accessible

Table 1: Proposed New Operating Hours of the combined Toogoolawah Swimming Pool and Community Gym

The proposed operating days and times would see the TSP and Community Gym (CG) operate morning and afternoon, Monday to Friday, and add an additional 12 hours of operation per week in a standard week (i.e. no public holidays) during the swimming pool season (September to April) and winter pool shutdown period (April to September).

All tenders specified a term of three years from 1 September 2022 to 31 August 2025, with an option for an additional two year extension of the agreement at Council's discretion.

Compulsory tender site inspections were held at each of the four sites on Tuesday 26 April 2022. Further tender site inspections were held on Friday 20 May 2022 for contractors that were unable to attend the initial site inspection due to exceptional circumstances.

A total of three different contractors attended the site inspections. All three contractors submitted tenders for one or more sites.

A summary of scoring and prices for the tender 1253 – Management of the KAC, 1254 – Management of the LSP, 1255 – Management of the TSP and CG and 1256 – Management of the ESP is provided as a confidential attachment to this report. Issues that were considered as part of the assessment included price (50 per cent), relevant experience (25 per cent), key personnel and skills (15 per cent) and demonstrated understanding of the tender (10 per cent).

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

Tender responses were also reviewed by an independent third party, who was appropriately qualified and experienced.

The panel reviewed all tender responses and found the tenders from Just Sports n Fitness for tenders 1253, 1254 and 1255 represented the best value for money for Council as per the evaluation criteria.

The panel found the tender responses for tender 1256 – Management of the ESP did not represent the most viable option for Council.

Attachments

1. Confidential summary of Tender Evaluations – Tenders 1253 - 1256

Recommendation

THAT Council

1. Approve increasing the operating hours for the Toogoolawah Swimming Pool and Community Gym by an additional 12 hours per week, as outlined in Table 1 of this report.
2. Accept the tender from Just Sports n Fitness for Tender 1253 – Management of the Kilcoy Aquatic Centre, totalling \$297,000 including GST, from 1 September 2022 to 31 August 2025, with an option for Council to extend the agreement two years.
3. Accept the tender from Just Sports n Fitness for Tender 1254 – Management of the Lowood Swimming Pool, totalling \$297,000 including GST, from 1 September 2022 to 31 August 2025, with an option for Council to extend the agreement two years.
4. Accept the tender from Just Sports n Fitness for Tender 1255 – Management of the Toogoolawah Swimming Pool and Community Gym, totalling \$264,000 including GST, from 1 September 2022 to 31 August 2025, with an option for Council to extend the agreement two years.
5. Reject all tenders for Tender 1256 – Management of the Esk Swimming Pool.

Resolution:

Moved – Cr Isidro

Seconded – Cr Gaedtke

"THAT Council

1. Approve increasing the operating hours for the Toogoolawah Swimming Pool and Community Gym by an additional 12 hours per week, as outlined in Table 1 of this report.
2. Accept the tender from Just Sports n Fitness for Tender 1253 – Management of the Kilcoy Aquatic Centre, totalling \$297,000 including GST, from 1 September 2022 to 31 August 2025, with an option for Council to extend the agreement two years.

3. Accept the tender from Just Sports n Fitness for Tender 1254 – Management of the Lowood Swimming Pool, totalling \$297,000 including GST, from 1 September 2022 to 31 August 2025, with an option for Council to extend the agreement two years.
4. Reject all tenders for Tender 1255 – Management of the Toogoolawah Swimming Pool and Community Gym.
5. Reject all tenders for Tender 1256 – Management of the Esk Swimming Pool."

Carried

Vote - Unanimous

Consistent with Section 254H of the *Local Government Regulation 2012*, the reason for Council not adopting the officer's recommendation is that the recommendation does not represent the best value for money for Council as the facility has not previously been run as a combined facility and may attract more competitive tenders once operational patronage data is known.

Subject:	Kilcoy Indoor Sports Centre Re-Development – Draft Master Plan
File Ref:	Recreation and Cultural Services – Service Provision – Recreation Facilities
Action Officer:	A/MRT

Background / Context

STEERING COMMITTEE OPERATIONS

At the 10 March 2021 Ordinary Meeting, Council authorised the establishment of a Steering Committee to guide the drafting of a feasibility / business case report into upgrading / re-developing the Kilcoy Indoor Sports Centre (KISC).

The Steering Committee was then established and featured two representatives Council (Councillors Gaedtke and Isidro) and a representative of Somerset Health and Fitness (KISC facility lessee), Somerset Leisure (Kilcoy Aquatic Centre facility lessee), the Kilcoy Gymnastics Club and the Kilcoy State High School.

The Steering Committee operated in line with the Project Plan Proposal endorsed by Council on 10 March 2021. Since it's formation the Steering Committee has met five times.

KILCOY INDOOR SPORTS CENTRE BACKGROUND

The KISC was constructed in 1996 by the Kilcoy Shire Council. The KISC is located centrally in Kilcoy, adjacent to the Hopetoun Sports Fields and Kilcoy Aquatic Centre.

Since its constructions no significant structural refurbishments have been made to the facility. Prior to 2018 access to the mezzanine level of the centre was closed to the public due to concerns regarding the structural capacity of the area to cater to intended use and no recorded building approval. In recent years insulation on the ceiling of the facility has begun to fall apart due to wear and tear and requires replacing. The estimated cost to repair the insulation is significant and financially not feasible as an isolated repair issue.

Identified gaps to optimal performance for the facility include; insufficient footprint (larger gymnastics area, additional indoor court and larger gym space to accommodate equipment), insufficient storage, non-compliant mezzanine, insufficient insulation and ventilation (building

unable to be accessed during high temperature days and enclosed areas not air-conditioned) and insufficient parking.

Four reports of relevance to the KISC have been presented to Council in recent years, which are summarised below.

- Kilcoy Indoor Sports Centre – Major Maintenance (July 2018)
The mezzanine level of the building is not certified for use and does not meet current structural standards for its intended use. An estimated expenditure of \$50,000 to \$100,000 would be required to refurbish the mezzanine to the required standard.
- Council Regional Indoor Sporting Strategy (May 2019)
The report noted that the facility is well utilised and recommended that Council explore opportunities to further develop the facility.
- Kilcoy Sport and Recreation Needs Analysis (June 2020)
The report noted that the facility was well utilised, of high value to the community and was a high outcome facility for Council in need of an upgrade and expansion. Community support for facility improvements was strongly indicated through the public survey conducted for the needs analysis. The report recommended that further targeted community consultation be undertaken to generate detailed, staged and engineered costed designs to progress the improvement and potential expansion of the facility.
- Somerset Regional Sporting Infrastructure Strategy (July 2020)
The report recommended that planning for the facility's future be a priority consideration for Council in the 2020-21 financial year. The report outlined that the facility is of district level significance, and that refurbishments and increased capacity for gymnastic and health and fitness be considered to maintain and increase the facility's patronage and significance.

KISC RE-DEVELOPMENT MASTER PLAN – DRAFT

The Steering Committee endorsed the engagement of Otium Planning Group (OPG) to prepare a master plan for the KISC re-development per a Consultant's Brief (see attachment 1). The Consultant's Brief was endorsed by the Steering Committee prior to seeking fee proposals.

The Steering Committee, having reviewed and discussed the draft Master Plan document, has endorsed progress of the master planning process to community consultation.

Council Officers will be seeking community feedback prior to finalising the master plan via a 'Have Your Say' campaign.

Attachments

- | |
|--|
| <ol style="list-style-type: none">1. Consultant's Brief – KISC Re-Development Master Plan2. KISC Re-Development Master Plan – DRAFT |
|--|

Recommendation

THAT Council receives the Otium Planning Group draft Kilcoy Indoor Sports Centre Re-Development Master Plan, and the contents be noted.

Resolution:

Moved – Cr Isidro

Seconded – Cr Brieschke

" THAT Council receives the Otium Planning Group draft Kilcoy Indoor Sports Centre Re-Development Master Plan, and the contents be noted. "

Carried*Vote - Unanimous*

Subject:	Building Inclusive Disaster Resilient Communities (BIDRC)
File Ref:	Community Services/Service Provision/Community Development
Action Officer:	CDC

Background/Summary

Council's community development coordinator and disaster management officer were approached by officers from the Queensland Disability Network regarding the roll out of an inclusive disaster recovery project to support people with disabilities and their communities become better equipped to deal with future disasters. The project is a partnership between Queenslanders with Disability Network (QDN), the Centre for Disability Research and Policy at the University of Sydney, Community Services Industry Alliance (CSIA), and communities in five Local Government Areas across Queensland, including Somerset. The project is fully funded by the Australian Government's Department of Industry, Science, Energy and Resources.

BIDRC is grounded in Disability Inclusive Disaster Risk Reduction (DIDRR). Research shows that people with disability are more vulnerable to hazard events and are up to four times more likely to die during disasters than others. DIDRR means making sure that people with disability have the same opportunity to access emergency preparedness information, to participate in emergency preparedness programs in their community and to be included as a valuable stakeholder in local community emergency planning processes.

QDN understands that each community is individual and faces unique challenges and disaster risks. They also recognise that communities know what is needed and are best placed to generate ideas and solutions that are tailored and responsive to their local context. With this as a guiding principle, BIDRC is a community-led initiative. QDN role is to bring together and support key stakeholders (people with disability), Council, emergency services, disability service providers, and other local community leaders to co-design and co-lead local strategies and initiatives to increase community resilience to disaster, within the framework of DIDRR.

Over two years QDN and project partners will work with communities in Somerset to support the community's resilience to disasters. Council disaster and community development officers would be involved in assisting with establishing stakeholder connections, assisting with promotion, providing local knowledge and participating in the workshops. It would also be beneficial for Council to support by waiving Somerset Civic Centre fees, to ensure inclusive accessibility, for all to participate.

Using a strengths-based, community centred approach to Disability Inclusive Disaster Risk Reduction the project will over two years:

- hold three, two-day Disability Inclusive Emergency Planning forums in the region, using creative and engaging processes. These forums will support the co-design of community-led pilot strategies and projects to increase community resilience to disasters and emergencies to take ideas to action. The first workshop is proposed for November 2022.
- support and build capacity in each individual community by working alongside a local level engagement group consisting of people with disability, local Council, local

Emergency Services, community leaders, and key representatives of mainstream and community services.

- hold Person-Centred Emergency Preparedness (P-CEP) workshops for people with disability and their conversation partners.
- hold Business Continuity Planning workshops for services providers.
- provide research and evaluation feedback that will contribute to inclusive emergency planning at the local level.

The expected outcomes of the BIDRC project are to:

- increase capacity in the disability, community, and emergency services sector to work together to increase the resilience of the local community, including people with disability, their family, and carers in a disaster
- develop effective mechanisms for enabling community-level DIDRR
- reduce risk for people with disability in disasters by ensuring they are included in local disaster risk reduction

Attachments

Nil

Recommendation

THAT Council authorise the Chief Executive Officer to provide officer and venue support to the Queensland Disability Network and partners as required to facilitate the Building Inclusive Disaster Resilient Communities Project in Somerset.

Resolution:

Moved – Cr Choat

Seconded – Cr Brieschke

" THAT Council authorise the Chief Executive Officer to provide officer and venue support to the Queensland Disability Network and partners as required to facilitate the Building Inclusive Disaster Resilient Communities Project in Somerset."

Carried

Vote - Unanimous

Subject:	Consent for Noise Permit Application - Fighter Pilot Adventure Flights for twelve-month period - Watts Bridge Memorial Airfield
File Ref:	COUNCIL PROPERTIES -LEASING-OUT -Watts Bridge Memorial Airfield
Action Officer:	DCORP

Background/Summary

On 29 June 2022 Performance Aero Pty Ltd made contact with Council to seek approval to operate Fighter Pilot Adventure Flights between 8am and last light during the Brisbane Airshow and for a following 12 month period, using the following aircrafts outlined below:

- VH-SIC and VH-UKR Aero Vodochody L-39C
- VH-FST North American P-51
- VH-YRO Yak 52
- VH-USN North American SNJ

Approval for the Brisbane Air show was granted as per previous years with the approval subject to their organisation complying with the Watts Bridge policy of flying "neighbourhood

friendly", continuing to maintain the appropriate approvals, and holding appropriate insurances.

As previously advised to Performance Aero, Council determines the Fighter Pilot Adventure Flights that are proposed are to be operated from the Commercial Hangar area of the Watts Bridge Memorial Airfield and are generally consistent with the Approval stated in Negotiated Decision Notice dated 31 January 2007 under Development Application No. 4939.

Attachments

Nil

Recommendation

THAT the approval sought by Performance Aero Pty LTD on 29 June 2022 to conduct Fighter Pilot Adventure Flights for a 12 month period from the date of request be received and approved.

Resolution:	Moved – Cr Gaedtke	Seconded – Cr Brieschke
	" THAT the approval sought by Performance Aero Pty LTD on 29 June 2022 to conduct Fighter Pilot Adventure Flights for a 12 month period from the date of request be received and approved."	
	<i>Vote - Unanimous</i>	
	<i>Carried</i>	

Subject:	Abolition of Commonwealth Attorney General's Financial Assistance Scheme for Native Title Claims
File Ref:	SRC – Council - Properties
Action Officer:	DCORP

Background/Summary

Council is receipt of advice provided by Holding Redlich concerning the Native Title Claims – Financial Assistance Scheme. From the information provided it would appear that the incoming Commonwealth Government has made a commitment to abolish the scheme whereby the Attorney General's Department funds the legal fees of all participants to a Native Title Claim.

The affect of this change to funding would be that Somerset Regional would need to fund it's own legal representation. It may be possible to combine representation with other effected Council's and arrive at a means to fund the costs on a pro-rata basis. Somerset currently has two active claims: Kabi Kabi and Yuggera-Ugurapul. There is only one decided claim within the Somerset region – Jinibara. There is a large area of Somerset Region which remains unclaimed at this stage.

If the scheme for the coverage of legal fees were to end Somerset would be disadvantaged because relative to other Council's in Queensland the claims for the bulk of the Council area are not determined and registered and there are still more claims to be made. The process of registering and determining a Native Title Claim is a legal one and it would be unwise for Council not to be represented at hearings and not have legal representation to provide advice on the Claim as issues arise.

Attachments

Attachment 1 – Confidential email and attachments from Holding Redlich
Attachment 2 – Qld NT Applications and Determinations Map

Recommendation

THAT Council put forward a resolution at the next Local Government Association Conference as follows:

That Queensland Local Governments would be significantly disadvantaged by the abolition of the Native Title Scheme to cover legal costs for all parties represented as part of a Native Title claim and as such all Queensland Local Governments request the Commonwealth Government to continue the scheme funding and continue administering the scheme through the Commonwealth Attorney General's Department until all claims within Queensland are determined.

Resolution:

Moved – Cr Choat

Seconded – Cr Isidro

" THAT Council put forward a resolution at the next Local Government Association Conference as follows:

That Queensland Local Governments would be significantly disadvantaged by the abolition of the Native Title Scheme to cover legal costs for all parties represented as part of a Native Title claim and as such all Queensland Local Governments request the Commonwealth Government to continue the scheme funding and continue administering the scheme through the Commonwealth Attorney General's Department until all claims within Queensland are determined."

Carried

Vote - Unanimous

Subject:	Use of Kilcoy Theatrette for Community Event
File Ref:	Community Services - Service Provision - Community Development
Action Officer:	CDC

Background/Summary

Anglicare SQ Kilcoy Community Services is holding a free multicultural event on the 25th of October 2022 in celebration of Seniors month. The event is a traditional Filipino Festival called Mass Kara. Mass Kara festival is celebrated to bring back the smiles on people's faces. Celebrated in the Philippines the Mass Kara Festival was created to lift the spirits of the people and is a declaration that they will survive challenges that are faced and that smiles will return. Celebrations include a parade of smiling masks, dancing and music, culturally diverse range of food stalls and video presentations.

Anglicare are seeking assistance from council in supporting the event, with the use of the theatrette in the Kilcoy information centre for screening of a Mass Kara Event in the Philippines and the use of the grassed area outside of the information centre for the stalls and parade.

Attachments

Attachment 1 - Request of Donation of Venue hire seniors month

Recommendation

THAT Council support the Mass Kara celebration for Seniors Month by allowing Anglicare SQ use of the Kilcoy theatrette and grassed area adjacent to the information centre free of charge.

Resolution:

Moved – Cr Gaedtke

Seconded – Cr Brieschke

" THAT Council support the Mass Kara celebration for Seniors Month by allowing Anglicare SQ use of the Kilcoy theatre and grassed area adjacent to the information centre free of charge."

Carried

Vote - Unanimous

Subject:	YEO Report – Somerset Youth Leaders’ Camp 2022
File Ref:	Community Services – Youth Development – Youth Services
Action Officer:	YEO

Background/Summary

The following report contains an overview of the key projects and activities of the youth engagement officer (YEO), sport and recreation officer (SRO) and libraries assistant (LA) at the Somerset Youth Leaders’ Camp. The Somerset Youth Leaders’ Camp is an annual Somerset Regional Council (SRC) event held for young leaders in the Somerset region.

The camp was held at the Gold Coast Recreation Centre (GCRC), Tallebudgera, from Monday, 4 April to Wednesday, 6 April 2022 and was attended by 21 youth from the three secondary schools in the Somerset region – including Kilcoy State High School (KSHS), Lowood State High School (LSHS) and Toogoolawah State High School (TSHS). These dates were rescheduled from 17-19 January due to COVID-19 impacts. The change of date resulted in seven students no longer being able to attend the event; an additional student also had to withdraw at the last minute due to illness.

Somerset Regional Council provided the opportunity free of charge, inclusive of transport, activities, catering and accommodation to the youth leaders invited at the discretion of their schools. The camp was supervised by the YEO, SRO and LA. The SRO attended the camp for the full first day, however was required to isolate from mid-morning on the second day due to experiencing COVID-like symptoms. Staffing ratios allowed for the SRO to remain onsite remotely from the group whilst returning negative Rapid Antigen Tests periodically – which enabled other staff access to the SRC vehicle if required. Cr Kylee Isidro and two staff from TSHS, including the Head of Department for Student Services and the Junior Year Level Coordinator/Indigenous Mentor, attended the camp on Tuesday, 5 April and participated in a variety of activities.

The camp program, incorporating both GCRC and SRC activities, aimed to engage the young people in Somerset who will act as student leaders at their respective schools in 2022. This cohort are sought as representatives for youth across Somerset and the program focuses on relationship building, youth issues and skills in leadership and communication to encourage participants to recognise their responsibilities as leaders.

Activities facilitated by GCRC, incorporating an Adventure Camp with a Unite (teamwork) theme, included High Ropes, Dodgeball, Stand Up Paddleboarding, Alpine Team Rescue, Beach Games, Pool Party and Surfing. These activities focused on developing students’ communication, teamwork and leadership skills. Sessions facilitated by SRC staff were focused on living in the Somerset region, relationship building and ongoing collaboration opportunities. SRC staff created a survey for students to complete at the end of the camp to inform future camp development.

Results from the survey and anecdotal and supervisor feedback has indicated that the Somerset Youth Leaders’ Camp continues to provide positive opportunities for school leaders in the Somerset region. In addition, and as a result of resolutions following the 2021 Somerset Youth Leadership Camp, the camp aims to encourage ongoing consultation and collaboration between SRC and Somerset secondary school leaders through direct contact with school Student Representative Councils.

Following the camp, attendees were recognised for their involvement in the Somerset Youth Leaders' Camp through certificates of achievement which were presented by Mayor Graeme Lehmann at an assembly at each school. Consultation and collaboration between the schools and SRC is already in development and camp participants, along with organising school staff and additional Student Representative Council members, are aware of the ongoing opportunities available.

The attachment "Considerations for future Somerset Youth Leaders' Camps" has informed the recommendations made in this report and it should be noted that logistics, staffing and camp goals have strongly informed the recommendations.

Attachments

- Considerations for future Somerset Youth Leaders' Camps
- Somerset Youth Leaders' Camp Survey 2022
- Uncollated camp survey results available as a separate document upon request (confidential)

Recommendation

THAT Council resolve as follows:

- (1) the Somerset Youth Leaders' Camp 2022, Youth Engagement Officer's Report be received and the contents noted,
- (2) the attachment 'Considerations for future Somerset Youth Leadership Camps' be considered in planning subsequent Somerset Youth Leaders' Camps,
- (3) approve the Somerset Youth Leaders' Camp 2023 to be held at the Gold Coast Recreation Centre incorporating an Adventure Camp using the Unite themed program,
- (4) approve an extension of the invitation currently given to supporting school staff and Councillors to include at least one night's accommodation at the camp facility, and
- (5) approve the purchase of Somerset Youth Leaders' Camp shirts to be distributed to attending students at each future camp.

Resolution:

Moved – Cr Isidro

Seconded – Cr Brieschke

" THAT Council resolve as follows:

- (1) the Somerset Youth Leaders' Camp 2022, Youth Engagement Officer's Report be received and the contents noted,
- (2) the attachment 'Considerations for future Somerset Youth Leadership Camps' be considered in planning subsequent Somerset Youth Leaders' Camps,
- (3) approve the Somerset Youth Leaders' Camp 2023 to be held at the Gold Coast Recreation Centre incorporating an Adventure Camp using the Unite themed program,
- (4) approve an extension of the invitation currently given to supporting school staff and Councillors to include at least one night's accommodation at the camp facility, and
- (5) approve the purchase of Somerset Youth Leaders' Camp shirts to be distributed to attending students at each future camp."

Carried

Vote - Unanimous

Subject:	Application for Show Holiday 2023
File Ref:	LAWS AND ENFORCEMENT - DECLARATIONS - Holidays Act 1983 –
	Doc Id. 1405581
Action Officer:	DCORP

Background/Summary

Council is in receipt of correspondence from the Office of Industrial Relations, seeking Council's advice on a Show Holiday for 2023.

Council has previously applied for a holiday in August, with respect to the Royal Queensland Show (Brisbane Exhibition), on the Monday of the Show Week. The calendar for the RNA indicates that the Brisbane Exhibition will be from 11 - 20 August 2023, with the Brisbane Holiday on Wednesday, 16 August 2023. As these are the dates set at this stage, it is suggested that Council apply for Monday, 14 August 2023 for a Somerset region show holiday.

Attachment

Correspondence

Recommendation

THAT Council request the granting of a Show Holiday for 2023 with respect to the Royal Queensland Show, with such holiday to be observed on Monday, 14 August 2023 immediately preceding People's Day at the Show.

Resolution:

Moved – Cr Choat

Seconded – Cr Isidro

" THAT Council request the granting of a Show Holiday for 2023 with respect to the Royal Queensland Show, with such holiday to be observed on Monday, 14 August 2023 immediately preceding People's Day at the Show."

Carried

Vote - Unanimous

Subject: Kilcoy Motocross Event Management Plan 2022
File Ref: SRS/Council Properties/Leasing Out – Kilcoy Motocross 2022
Action Officer: DCORP

Background/Summary

Council has previously resolved to grant a lease to the Kilcoy Motorcycle Club (the Club) over Lots 1 and 2 SP134321 located at Neurum Road, Kilcoy. The lease of the site expires on 30 June 2023. Re-negotiation of the lease will occur during 2022.

The lease document requires the preparation of an annual event management plan. Please find attached the proposed Event Management Plan for 2022.

The Club has requested a similar number of days consistent with previous years. However, further clarity is detailed below regarding coaching activities.

The event management plan was approved on the 19th January 2022 and for 2022 included:

Activity	Days per year 2022	Days per year 2021
Practice	15	15
Competition (Club Race Days and National / State Events)	12	13
[Note: Dates for the 2 day National Events have not been secured with Motorcycling Queensland.]	(10 events, 2 of which are 2-day events)	(11 events, 2 of which are 2-day events)
Coaching (Saturday 2022)	10	10

Week Day Coaching Clinics (afternoon only)	24 (2 per month)	24 (2 per month)
Coaching School (on weekend or school holidays)	3 clinics - 1 to 4 days 9 days proposed	10

The club provided a management plan which was approved and a calendar of events which was also approved by Council. A change of calendar events process was also worked through with the club along with other issues raised by the neighbours.

Unfortunately, the flood events in late February and Early May have had a devastating effect on the club's facilities. Most of the track and sheds etc went under water. The club were able to re-locate their bobcat during the events. Most other weekends up until the receipt of a revised calendar from the club have been cancelled. Revised dates were requested only for the request to be withdrawn once the weather forecast was known.

The club provide a revised calendar of events for the remainder of the year. Within this calendar they have provided the dates for their national event which they had not provided to Council when the calendar was originally approved.

The club make the request of the revised calendar because of the disruption to the first part of the year. They are trying to change practice days to club days.

In terms of the future of the club at that site, the Minister for Sport and Recreation did visit the site after the flood events. There may be an opportunity to discuss with MQ and the Minister about relocation. The club have advised that MQ have not provided any assistance to Kilcoy MX.

Attachments

Attachment 1 - Approved Event Management Plan 2022

Attachment 2 – Approved Event Calendar 2022

Attachment 3 – Proposed revised calendar

Recommendation

THAT Council approve the changes to the Kilcoy Motocross Calendar of Events subject to all required conditions.

Resolution:

Moved – Cr Gaedtke

Seconded – Cr Brieschke

" THAT Council approve the changes to the Kilcoy Motocross Calendar of Events subject to all required conditions "

Carried





Vote - Unanimous

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












Background/Summary

The following is the June 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	Interstate	International	Total
 Esk VIC	66	77	80	28	55	3	309
 Fernvale Explore Centre	76	176	66	7	56	4	385
 Kilcoy Explore Centre	151	75	108	50	127	9	520
 The Condensery	266	83	94	16	27	2	488

Motivators

	First	Second	Third
Esk	 Glen Rock Gallery	 Maps and Directions	 Brisbane Valley Rail Trail
Fernvale	 Maps and Directions	 Outdoor Activities	Motels, retreats and BandBs
Kilcoy	 Maps and Directions	 Caravanning and Camping	 Outdoor Activities
The Condensery	 The Condensery Events/Activities	 The Condensery Exhibitions	 The Condensery Building

Active Volunteers 

Esk 10

Fernvale 19

Kilcoy 6

TOTAL 35

Digital Media

Facebook



2976 (+30)
Reach: 10 638
(+ 45%)

Instagram

Website



Page Views: 4778 (+ 35%)
Visitors: 2000 new, 100 returning users
Peak Time: Saturday, 18 June
Most Popular Pages: Experience Somerset home page, Esk Garden and Lifestyle Fair and Brisbane Airshow



1479 (+25)
Reach: 714
(-25%)

Device Type: 55% mobile, 39% desktop and 6% tablet

Volunteer acknowledgement and engagement

The second volunteer famil tour was held on the 22 June 2022.

This famil tour was held outside of the Somerset region – in the Lockyer Valley region. Volunteers enjoyed a day visiting local attractions in Gatton, Forrest Hill, Grandchester, Laidley and Plainland.

Glen Rock Art Gallery (Esk Visitor Information Centre)

The June exhibition in Glen Rock Gallery showcased the works of 'Artists Around Esk' featuring photographers, painters, potters and fabric artists. The exhibition celebrates local art in various media and is a rich display of the talent in this small, beautiful rural community. This exhibition forms part of the Somerset Celebrates Art in June 2022 program.

Best of Brisbane Region Experiences Support Program

Brisbane Economic Development Agency (BEDA) is delivering a Best of Brisbane Region Experiences Support Program with local Councils and tourism organisations to increase the Brisbane Region's tourism experience offerings. The program wrapped up in June with the operators covering 13 modules of training to increase tourism business's ability to become a Best of Queensland Experience during the next round of judging for the 2022-2023 year. The six tourism businesses and mentors have been invited to a celebration networking event with the other Brisbane region participants on Wednesday, 6 July. Due to the limited availability of mentoring spots, the Tourism Development Officer is continuing to work with additional businesses on the manual provided by BEDA to increase the region's Best of Queensland Experiences offerings over the coming months.

Trade Shows

The tourism team attended the Let's Go Queensland Caravan and Camping Supershow at the Brisbane Showgrounds from Tuesday, 7 June to Sunday, 12 June. More than 3500 Experience Somerset Visitor Guides and tote bags were handed out to visitors of the show. More than 41,000 visited the show over the six-day event. Tourism officers, operators (One Tree Canoe Company, Jimna Base Camp and Esk Caravan Park) and volunteers answered hundreds of enquiries about the region, whilst promoting Somerset to visitors and exhibitors alike.

Officers attended the Esk Garden and Lifestyle Fair for the 2022 event. The event was a huge success with over 350 information packs given out throughout the event.

Officers are preparing for the Queensland Outdoor Adventure and Motoring Expo from Friday, 29 July to Sunday, 31 July at the Toowoomba Showgrounds.

Experience Somerset will also have a presence at the Brisbane Air Show (2-3 July 2022) and Buy from the Bush (26 September 2022). The stand at the Brisbane Air Show will also feature the 'Tastes of Somerset' experience in partnership with Brisbane Valley Farm Direct.

Marketing Implementation Plan

Following discussions and provision of advice from Scenic Rim regarding the region's marketing strategy and approaches to implementing a marketing plan, a project Scope

Document has been developed and distributed to several suppliers, along with requests for quotations. Quotations have been received and workshop report drafted.

Marketing Opportunities

Investigating marketing opportunities for possible inclusion in the marketing implementation plan, or future campaigns, including Taste of Australia with Hayden Quinn.

Regional Events

A review of Somerset's regional events is currently underway. The review includes existing events as well as opportunities of new or relocated events as per the Tourism Strategy's recommendations. Review complete and workshop report drafted.

Promotional activities:

- Throughout the month of May we have distributed 17 boxes of Experience Somerset Visitor Guides to 8 Queensland VICs and 2 Somerset tourism businesses, a total of 132 boxes since it was launched.
- Officers secured a free 4WD segment on Channel 7's Creek to Coast, filmed at Jimna Base Camp on 23 June 2022.

Brisbane Economic Development Agency (BEDA) Forward Planning

Officers met with BEDA and discussed forward planning for marketing initiatives and projects over the next 12 months.

Attachments

Nil

Recommendations

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

Resolution:

Moved – Cr Isidro

Seconded – Cr Choat

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

Carried

Vote - Unanimous

Subject:	Corporate and Community Services Monthly Report – June 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 June 2022.

Community Development Report June 2022

Throughout June a number of meetings were held to progress the development of a community led aged person's support service. Meetings were held with the Skills Hub around funding available to upskill local residents, the Darling Downs West Moreton Primary

Health Network, local community members regarding the formation of the local not for profit organization and with Lesley Bryce from Bell Cares, to further understand her model. A community meeting with Trilogy and Mabel will be held in August before formalizing the community group. The importance of this development can not be underestimated, with all enquiries for assistance during June, being from seniors seeking some level of support. New providers have commenced at both Community Wellness Hubs. An occupational therapist now visits Kilcoy fortnightly and a speech pathologist has commenced at Esk. She will also visit fortnightly, alternating with a disability support coordinator from the same organization on alternate weeks. A dementia support group morning tea was held at Kilcoy with three people attending. Ways to attract more people to attend, needs to be investigated. A wellbeing morning tea was held at the Wellness Hub in Esk and six people attended. They were keen to see the centre being used to provide more of these activities. Promoting such activities post COVID is presenting a challenge.

The community development coordinator is a member of West Moreton Health's Consumer and Community Advisory Council and has been collaborating in the planning of the Inaugural Engagement Forum to be held on 29 July. The group are also actively involved in priority projects with Somerset being involved in the areas of mental health, provision of hospital in the home services and virtual health appointments being made available from the Esk Hospital, to help reduce the need for patient travel.





Wesley Mission submitted their first progress report on the roll out of the Marcus Mission program in Somerset. Results are very encouraging with the next six months promising to strengthen the development of male peer mentors in the region. To date the following has been achieved

- 83 attendances at 6 workshops
- 25 unique men from the Somerset Region have participated in the program
- 19 of the men completed the suicide prevention training
- 8 of the men have demonstrated skills and competence to be recognised as Peer Mentors
- the Peer Mentors have started actively connecting with other men between workshops, as well as using their skills to support other people in the community.



The Bushfire Recovery and Resilience Community Development Officer's position was finalized on 30 June, with the last quarterly case study being prepared and submitted. A closure meeting was also attended by the community development coordinator due to the two year funded position being vacated six months earlier.

The Condensery – Somerset Regional Art Gallery

 <p>488 Visitors</p>	 <p>21,868 Social Media Reach</p> <p>1,566 Social Media Followers</p>	 <p>1 Exhibition Presented</p> <p>12 Exhibitions in Development</p>
<p>"A perfect moment of stillness and creativity on the long road to Brisbane"</p> <p>"Great exhibition. Great space"</p> <p>"What a good surprise!"</p> <p>"A very amazing art exhibition. Excellent"</p> <p>"I loved it so much!"</p> <p>"Fabulous"</p> <p>"Awesome"</p> <p>June Feedback</p>		 <p>13 public or educational programs delivered</p>

Artistic Program

Current exhibition, *Slow Churn*, continues to receive positive feedback and interaction from our community and visitors to the region with many comments received in our visitor book and online. The exhibition comes to a close on 1 July.

Research and preparations have intensified on a late career survey of work by eminent local artist Merton Chambers that will open on 9 July. The exhibition, *The Apple and the Knife*, will feature a new publication with an essay by Dr Louise Martin-Chew and will be accompanied by a targeted marketing campaign featuring outdoor billboards across the Warrego, D'Aguilar and Brisbane Valley highways and a boosted social media campaign.

Preparations continue for Donna Davis *DE-compose* which will open in the bomb shelter on 9 July. The work examines the hidden ecological players in our natural environment including termites, fungi and lichen.

Work continues on projects opening later this year including artist in residence Caitlin Franzmann who visited again for meetings with the local community in June. Preparations are also underway for the *Things I want to say* program which will launch with the first workshop for Somerset youth in August and many other forthcoming projects.

Learning and Engagement

This month a record of 13 public and educational programs were held including artist talks, workshops, guided tours and school holiday art-making drop-in sessions. Two sold out weaving workshops were hosted by *Slow Churn* artist Jody Rallah. Over 55 people attended the two workshops with the response from participants overwhelmingly positive.

Internationally renowned *Slow Churn* artist Judy Watson gave a moving talk on Sunday 12 June, facilitated by curator Olivia Welch. Twenty people attended the intimate and engaging discussion, with people travelling from Moreton Bay, Brisbane, Kilcoy, Linville, Esk, Ipswich and Toogoolawah to attend.

Highly successful school holiday drop-in sessions were held over the last four days of June with over 60 participants of all ages and abilities attending. Demonstrations by local artists were held over the week and participants took their creations home with them.








Revisions to the volunteer program position description have been made in line with additional training offered through a partnership with UQ Art Museum. UQ will be offering staff and volunteers training and resources in cultural mediation, a new method of audience engagement. Training will begin with a site visit by UQ staff and mediators at the end of July. A callout has gone out for new volunteers wishing to become Gallery Ambassadors and participate in the training.

Operational

An outcome is still awaited on the grant application for industry standard lighting at The Condensery, which remains an operational priority.

The gallery's dedicated website www.thecondensery.com.au is in its final phase of testing and ready to officially launch. The site includes functionality to include detailed information on gallery exhibitions, events and programs, locational information and comprehensive information on The Condensery's history.

Somerset Libraries

 <p>7543 Reach 955 Followers 26 Posts</p>	 <p>3056 Website visits</p>	 <p>11,920 Physical Items Circulated</p>	 <p>36 Events and Activities</p>
 <p>453 Computer Bookings</p>	 <p>5389 Catalogue Searches</p>	 <p>6057 Total Interactions ▲ 2.4% 103 New Members</p>	<p>1628 Esk 1791 Kilcoy 1943 Lowood 415 Toogoolawah 280 Outreach</p>

Somerset Libraries News

Readers Cup




Each year Somerset Libraries play an integral role in the organisation of the Somerset-Lockyer Readers Cup. This year, for the first time, competitions were split into Junior (7/8) and Senior (9/10) competitions, held at Fernvale State School and Faith Lutheran College respectively. The junior competition saw unprecedented numbers with 17 schools attending on the day. Though a smaller competition, the seniors welcomed Toowoomba teams, encouraging us to continue opening up the competition to new audiences to promote the love of reading and build critical literacy skills.

This competition plays a vital role in the Libraries outreach calendar as it allows us to bring our services to a middle and high school audience, a demographic that often does not visit the library.

School Holidays

School holiday activities at the library continue to grow in popularity, with Lowood Library in particular, booking out within a week of going live on Council's website. Events these holidays include gardening, painting, dinosaurs, woven wall hangings and bookmark making.

Somerset Civic Centre

 <p>13 Community Events</p>	 <p>772 Visitors</p>	 <p>Marketing Reach 14 Facebook Posts 303 Facebook Followers 9044 Facebook Reach</p>
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 <p>105 Morning Melodies tickets sold</p>	 <p>1 Sold out event</p>	<p>Top Feedback –</p> <p>Staff were pleasant and helpful and facilities were excellent.</p> <p>Excellent venue you have there. I was really impressed.</p> <p>It was my first time at a performance there. I will be back</p> <p>Continue your great work - a gem of a venue that deserves more support.</p>
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Somerset Civic Centre News

June at the Civic Centre saw the first sold out event in Murphy's Pigs, Swinesong with glowing feedback for the Centre. The Celtic rock band have already booked their return on Saturday, 3 June 2023 for those who missed out on tickets this year.

The second Morning Melodies performance in the concert series was held on Wednesday 22 June with the wonderful Melly Melody and band delighting our senior audience in a swirl of song, piano and double bass. Attendance has increased from 73 to 105 from the program's inception, demonstrating an increase in community engagement and the power of word of mouth.

The 10 stories writers' workshops commenced with Nycole Prowse from the QLD Writers Centre and members of the Somerset Writers Group. Ten stories collected from the local community will be developed under Nycole's guidance to form part of the 10th anniversary celebration of the Civic Centre.

As part of an equipment upgrade, new cyclorama LED lighting was installed this month, giving greater control over colour scapes and general wash of the cyc. Other lighting equipment purchased is on back order, due to arrive later this year to further increase technical capabilities.

Other notable events included the first Jammin in Esk for the year, a QPS workshop with Able Australia and four QLD Ballet regional workshops over the school holidays as well as ongoing community bookings for senior ballet, tai chi and Esk community choir rehearsals.

Youth Engagement - June 2022 – Highlights

School Holiday Program

The Winter School Holiday Program started on 25 June and will run until 10 July. The Somerset Skateboarding Championship, which was originally scheduled for 2 July at the Esk Skate Park, has been postponed to 16 July due to a forecast of rain and the Mobile Game Theatre is still set to take place at the Fernvale Sports Park on 5 July from 2.30pm to 5.30pm.

Somerset Youth Leaders' Camp

The Somerset Youth Leaders' Camp report was submitted in June and the YEO has been invited to attend a Student Representative Council morning tea at KSHS in July.

School Support

The Wellbeing Expo to be held at KSHS, in collaboration with the CDC in response to the delivery of the Wellbeing Journals, will be held on R U OK? Day on 8 September. The YEO hosted a support meeting for Toogoolawah SHS on 13 June and will continue to liaise with relevant stakeholders following the meeting. The YEO acted as a judge at the LSHS Talent Quest in June over two lunch hours at the request of school staff.

Donation points for the three Somerset high schools have been placed at Somerset Libraries in Esk, Kilcoy and Lowood. New and unopened goods – specific to each location – are now being requested from the community for direct donation to the relevant high school.

Somerset Regional Council Wellness Committee have supported the project and will also provide cash donations to schools on a roster system on an ongoing basis. The first school to receive a donation will be Lowood SHS and this will occur in Term 3.



Talkin' It Up


The Regional Youth Mental Health Forum is scheduled for 14 July at the Laidley Cultural Centre; there are currently 297 students registered to attend. The YEO continues to support the event as a member of the Steering Committee and attended a facilitator training session in June to function as a workshop facilitator on event day if required. Toogoolawah SHS have registered for the event; Lowood SHS and Kilcoy SHS have not registered for 2022.




Networks, Committees, Training, Events

- Brisbane Valley Interagency
- Kilcoy Interagency
- Youth Interagency
- Talkin' It Up Steering Committee Meeting x 2

Sport and Recreation - June 2022 – Summary and Highlights

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"> • The Little N Active program increased to 54 students. • A total of 58 gymnasts performed a showcase for their families with 80 in attendance. 	2,588	 + 1,262 (1,623)	= (878)

	<ul style="list-style-type: none"> Over 600 people attended the PCYC Open Day on 4 June A total of 54 young people participated in the Basketball After Dark at the PCYC. Rhythm to Recovery had 27 student participants. 			
Kilcoy Indoor Sports Centre	<ul style="list-style-type: none"> Promoting both internal and external events including the Somerset Rail Trail Fun Run or Ride One new trainee has completed their training and one new trainee starting Two students are being mentored Hirers are expanding their services 	2,340	 +565 (1,775)	= (232)
Toogoolawah Community Gym	<ul style="list-style-type: none"> Promoting services and new challenges through a range of internal and external channels Promoting both gyms as combined package Transition to the New Toogoolawah Community Gym is complete Significant increase in usage (almost 50 per cent) and increase in membership (about 200 per cent) 	668	 +354 (314)	 +86 (120)
Esk Swimming Pool	<ul style="list-style-type: none"> Closed for the season Pools re-opening on 17 September 2022 Winter shut down protocols in place and maintenance works being implemented 	N/A	N/A	N/A
Kilcoy Aquatic Centre		N/A	N/A	N/A
Lowood Swimming Pool		N/A	N/A	N/A
Toogoolawah Swimming Pool		N/A	N/A	N/A

Sport and Recreation Highlights and Projects

- The Toogoolawah Swimming Pool Splash Pad construction is now completed. Minor landscaping and fencing works are to occur prior to opening the facility to the public.
- Construction works for the refurbishment of the Lowood Swimming Pool continued through June. The works are scheduled for completion in September 2022.
- Refurbishment works of the Somerset Dam Village Tennis courts were completed. Works included the excavation and removal of the existing base, installation of a new base with an artificial turf surface, delivery and application of sand to the surface and installation of new nets. Further minor works are to be scheduled, including the installation of a new basketball backboard and hoop.
- The SRO provided activities for children at the Minden State School held on Friday 24 June.
- Final preparations for the 19th annual Somerset Rail Trail Fun Run or Ride, Sunday 10 July 2022, are almost complete. A range of promotional activities have been, or are scheduled, to be completed such as promotional discounts for special interest groups, free entries for schools and advertisement through multiple media. Registrations for the event were looking to surpass 1,000 but slowed during the wet weather.
- The SRO successfully applied for a grant of \$7,500 through Sport Australia's Regional Sports Event Fund to support Councils in regional and remote Australia to host sporting events. The 2022 Somerset Ultimate Disc Event Exhibition will be held at the Fernvale Sports Park in August.
- The SRO attended the Disability Sport Australia National Conference and Sports Symposium online. Future inclusive events for students with a disability will be discussed further.

Governance and Business Improvement

Delegations

Following Council's decision at the Ordinary Meeting scheduled for 8 June 2022, changes were made to the *Delegations Register – Council to Chief Executive Officer*. All staff were notified to enable amendments to be made to any proforma forms / correspondence that refer to delegations contained within this register.

In consultation with the Chief Executive Officer, consideration will be given to some matters being delegated further throughout the organisation to enable further organisational efficiencies. In accordance with s259 of the *Local Government Act 2009*, the chief executive officer may delegate the chief executive officer's powers to an appropriately qualified employee or contractor of the local government.

The power of delegation is an element of decision making by local governments. The focus of the elected Council is on setting the strategies and policies, which is then implemented by the Chief Executive Officer and Council employees. Once policies have been adopted, routine decision making can be exercised by an appropriately skilled person.

As both Council and the Chief Executive Officer have a vast breadth of responsibilities to be undertaken, the *Local Government Act 2009* facilitates the delegation of responsibilities from both Council to the Chief Executive Officer, and from the Chief Executive Officer to other employees. This enables a local government to exercise its responsibilities in the most efficient and effective manner. The delegations made by a local government and the Chief Executive Officer must be recorded in a register of delegations and reviewed annually.

A decision made pursuant to a delegation has the same force and effect as one made by the person or body that granted the delegation. However, councillors may ask to be kept informed of decisions made under delegations as a matter of administrative practice.

State Penalties Enforcement Regulation (SPER) Codes

Queensland Treasury have confirmed that the changes to SPER Codes requested by Council at the Ordinary Meeting of 11 May 2022 are now in effect. All staff have been notified of the SPER Codes that are now available for use.

During the course of undertaking Council's regulatory functions, it may become necessary to issue infringement notices or fines for nominated offences. SPER Codes are required when infringement notices and fines issued by Council remain unpaid, as these unpaid infringements and fines can be registered with the State Penalties Enforcement Registry (SPER) for collection and enforcement.

Records**Documentation – At a Glance – June 2022**

Inward/Actioned Documents – 3786	Outward Correspondence - 1991
Customer Service Requests - 491	Councillor Requests – Eighteen (18)
Decision Notices/Workshop Outcomes - Decision Notices – Fifty-Four (54) Workshop Actions – Thirteen (13)	Tender/Quotation – Tenders – One (1) Numbered Quotations – One (1)

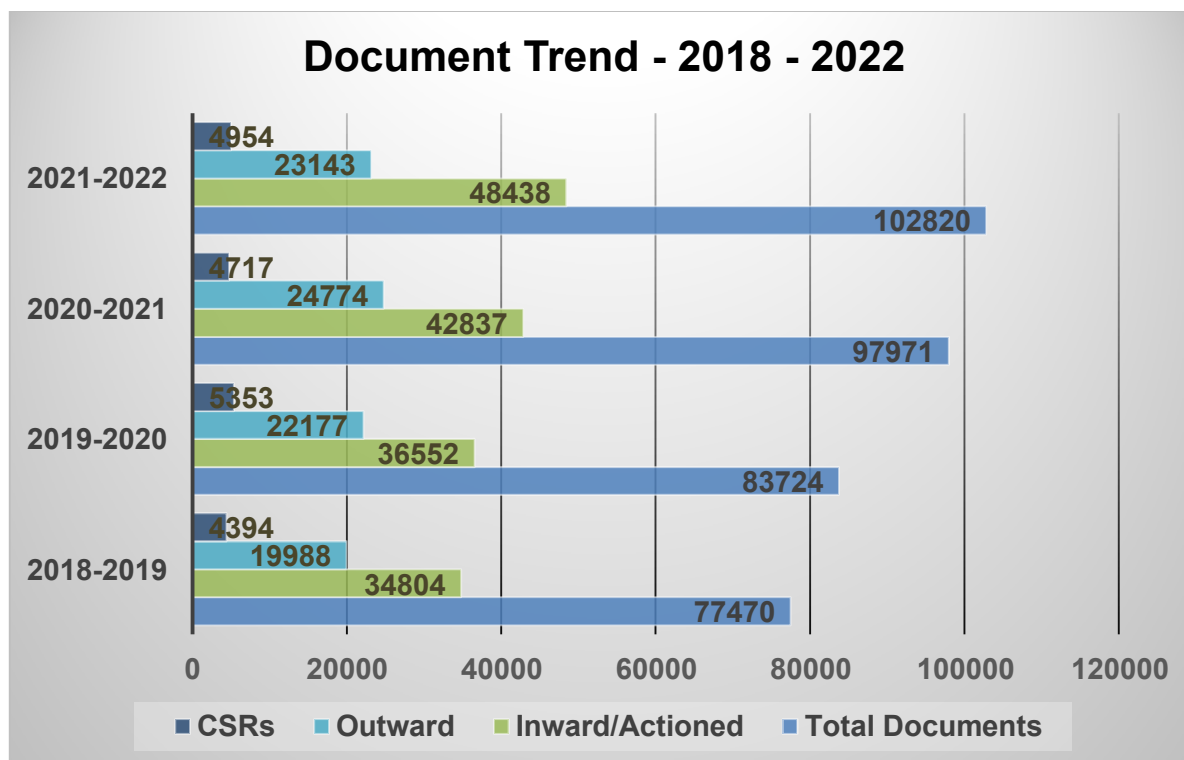
Total Documents Registered for the month of June 2022 - 8787

Comparison Figures – Registered Documentation – June 2021 - 8495 3.32%

Document statistics continue to rise. The records team have been busy preparing for relocating documentation from the Esk Administration Office from all departments across Council, as well as relocating the team at the end of June.

As always, the end of financial year required an update to Council's file-plan – closing down and creating current financial year folders to assist with keeping records current.

Records Statistics - End of Year Report - 1 July 2021 to 30 June 2022



Documents Registered	Date Range	Date Range	Date Range	Date Range
	2021 - 2022	2020 - 2021	2019 - 2020	2018-2019
Total Documents Registered	102,820	97,971	83,724	77,470
Incoming Documents	36,331	32,024	27,537	26,738
Internal Documents	5,970	5,226	5,759	6,277
Outgoing Documents	23,143	24,774	22,177	19,988
Actioned Documents	12,107	10,813	9,015	8,066
Customer Requests	4,954	4,550	5,267	4,299
Councillor Request	273	167	86	95

During this period, Council received five applications seeking access to Councils corporate memory under the *Right to Information Act 2009*.

Right to Information Applications	Date Range	Date Range	Date Range	Date Range
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for Financial Year				
	2021 - 2022	2020 - 2021	2019 - 2020	2018-2019
Number of Applications	5	13	8	2

There were also various other requests for review of Council's decisions using Council's internal review processes. These are outlined below.

Internal Reviews	Date Range	Date Range	Date Range	Date Range
	2021 - 2022	2020 - 2021	2019 - 2020	2018-2019
	4	2	3	6

Application for Review of Local Government Decision	Date Range	Date Range	Date Range	Date Range
	2021 - 2022	2020 - 2021	2019 - 2020	2018-2019
	1	2	5	2

Departmental Review – Level One	Date Range	Date Range	Date Range	Date Range
	2021 - 2022	2020 - 2021	2019 - 2020	2018-2019
Corporate Services Department	0	0	0	0
Operations Department	5	12	8	29
Planning and Development Department	2	1	0	1

Below indicates the response time recorded for tasks sent to officers via Council's electronic document management system.

Completed Response Times 2021 - 2022	
0 – 7 days	69.67
8 – 14 days	12.48
15 – 21 days	6.24

22 – 28 days	3.45
29 – 60 days	5.78
61 – 90 days	1.3
91 – 180 days	.89
180+ days	0.19
TOTAL	100.00%

Attachments

Nil

Recommendation

THAT Council receive the Corporate and Community Services Report for June 2022 and the contents be noted.

Resolution:

Moved – Cr Isidro

Seconded – Cr Brieschke

" THAT Council receive the Corporate and Community Services Report for June 2022 and the contents be noted."

Carried

Vote - Unanimous

Subject:	Review of Terms of Reference for Traffic and Safety Advisory Committee
File Ref:	Community services - meetings - 2020-2024 – traffic safety advisory committee
Action Officer:	DOPER

Background/Summary

-

In accordance with the current Terms of Reference of the Traffic and Safety Advisory Committee the *Terms of Reference are to be reviewed each two (2) years and within six (6) months of each general Council election. Council may, by resolution, vary these Terms of Reference at any time.*

A review of the Terms of Reference was undertaken after the November 2021 Traffic and Safety Advisory Committee meeting, with the following changes were proposed:

- Allowing the membership to be expanded as required to address emerging issues;
- A change to the meeting frequency from every three months to every four months;
- Recognising the use of electronic meeting options to conduct meetings, but still requiring at least one face to face meeting per annum;
- The requirement for a quorum of at least half of the standing committee to be present of a meeting to be held; and
- Clarifying that matters for the agenda to be "Community traffic and safety issues requiring multi-agency advice and/or funding"

These changes were presented to the Committee on 6 July 2022 meeting with agreement to the above additions, with one (1) addition noted:

- That the Speed Management Committee, a subset of the TSAC, can continue to undertake business via email to facilitate quick business and report back to the next TSAC meeting on any speed reviews undertaken and the outcomes of these reviews.

This addition was endorsed and included into the final draft Terms of Reference.

Attachments

Attachment 1 – marked up copy of the Terms of Reference

Recommendation

THAT the following Terms of Reference be adopted for the Traffic and Safety Advisory Committee –

Terms of Reference Traffic and Safety Advisory Committee

Purpose

This Committee is established in accordance with s264 of the Local Government Regulation 2012.

The focus of the committee is to coordinate a response to road, traffic and public safety issues that involve input, including funding, from a range of stakeholders / agencies.

Membership

The membership of the committee shall comprise:

- The Mayor and two (2) elected representatives of the Council
- Chief Executive Officer
- Director Operations
- Council manager / delegate responsible for traffic management
- An officer responsible for the roads function within the Department
- Representatives of the Queensland Police Service
- Representatives of Department of Transport and Main Roads

The membership can extend to include additional advisors as necessary to address emerging issues ,such as:

- Council manager / delegate responsible for local law enforcement
- Representative from SEQ Water
- Representatives from other State Government Agencies

The Mayor shall chair the meeting.

Delegated Powers

The Committee has no delegated powers or decision-making authority. The Committee proposes recommendations to the Council, which retains the decision-making authority.

Council's decision-making authority may be exercised by the Ordinary Meeting of Council, the Chief Executive Officer or an officer with the appropriate delegation / functional responsibility.

Frequency of Meetings

The Committee shall meet on a four (4) monthly basis. Note out of session meetings can be held at the recommendation of the Chair or Committee to address emerging issues. The time, date and location of meetings shall be determined by the Committee.

The use of electronic meetings will be permitted, however, a face to face meeting is to be held at least once per annum.

Meetings will need a quorum of at least half of the standing committee to be held.

The Speed Management Committee will undertake speed reviews via email and report back to the next meeting on any reviews undertaken and the outcomes of these reviews.

Agenda

Departmental representatives shall be responsible for the placing of their issues on the agenda ten (10) days prior to the next meeting.

Community issues requiring multi-agency advice / funding are to be placed on the agenda through Council representatives.

The agenda for each meeting shall be circulated to all representatives at least seven (7) days prior to the day of the meeting.

Reporting

The Committee is not required to keep minutes of its meetings. However, report/s outlining the deliberations and recommendations shall be prepared at the conclusion of each meeting. Preparation of the report shall be the responsibility of the Council officer assigned to the Committee. Reports shall be distributed to the Chief Executive Officer and to the Manager responsible for this function.

Review

These Terms of Reference should be reviewed each two (2) years and within six (6) months of each general Council election. Council may, by resolution, vary these Terms of Reference at any time.

Resolution:	Moved – Cr Brieschke	Seconded – Cr Gaedtke
	" THAT the following Terms of Reference be adopted for the Traffic and Safety Advisory Committee –	

Terms of Reference Traffic and Safety Advisory Committee

Purpose

This Committee is established in accordance with s264 of the Local Government Regulation 2012.

The focus of the committee is to coordinate a response to road, traffic and public safety issues that involve input, including funding, from a range of stakeholders / agencies.

Membership

The membership of the committee shall comprise:

- The Mayor and two (2) elected representatives of the Council
- Chief Executive Officer
- Director Operations
- Council manager / delegate responsible for traffic management
- An officer responsible for the roads function within the Department
- Representatives of the Queensland Police Service
- Representatives of Department of Transport and Main Roads

The membership can extend to include additional advisors as necessary to address emerging issues ,such as:

- Council manager / delegate responsible for local law enforcement
- Representative from SEQ Water
- Representatives from other Government Agencies

The Mayor shall chair the meeting.

Delegated Powers

The Committee has no delegated powers or decision-making authority. The Committee proposes recommendations to the Council, which retains the decision-making authority.

Council's decision-making authority may be exercised by the Ordinary Meeting of Council, the Chief Executive Officer or an officer with the appropriate delegation / functional responsibility.

Frequency of Meetings

The Committee shall meet on a four (4) monthly basis. Note out of session meetings can be held at the recommendation of the Chair or Committee to address emerging issues. The time, date and location of meetings shall be determined by the Committee.

The use of electronic meetings will be permitted, however, a face to face meeting is to be held at least once per annum.

Meetings will need a quorum of at least half of the standing committee to be held.

The Speed Management Committee will undertake speed reviews via email and report back to the next meeting on any reviews undertaken and the outcomes of these reviews.

Agenda

Departmental representatives shall be responsible for the placing of their issues on the agenda ten (10) days prior to the next meeting.

Community issues requiring multi-agency advice / funding are to be placed on the agenda through Council representatives.

The agenda for each meeting shall be circulated to all representatives at least seven (7) days prior to the day of the meeting.

Reporting

The Committee is not required to keep minutes of its meetings. However, report/s outlining the deliberations and recommendations shall be prepared at the conclusion of each meeting. Preparation of the report shall be the responsibility of the Council officer assigned to the Committee. Reports shall be distributed to the Chief Executive Officer and to the Manager responsible for this function.

Review

These Terms of Reference should be reviewed each two (2) years and within six (6) months of each general Council election. Council may, by resolution, vary these Terms of Reference at any time."

Carried

Vote - Unanimous

Subject:	Christmas in July 2022 – Use of Clock Park and Temporary Road Closure of Carpark – Saturday, 23 July 2022
File Ref:	Roads - road closures - partial (1400677)
Action Officer:	CSSA

Background/Summary

The Lowood Community Action Group Inc has made an application to Council to hold their Christmas in July event on Saturday, 23 July 2022 between 10am to 3pm in Lowood Clock Park.

The Christmas in July event will have market stalls, children's activities, various food outlets and a live band.

The organisers would like to close a section of the carpark from adjacent to the railway station back towards Main Street, Lowood as shown on the attached plan. This section will contain approximately 20 carparks. The closed section of the carpark would be utilised to set up food stalls, live band and to allow pedestrian movement in that area without restriction.

This section of the carpark has been closed on other occasions for events with no complains being received from the public.

Attachments

Layout plan.

Recommendation

THAT Council

(1) grant approval under Council's Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads 2011) to the Lowood Community Action Group to hold their Christmas in July event in Lowood Clock Park on Saturday, 23 July 2022 subject to the following conditions:-

- The event is to be held between the hours of 10am to 3pm only.
- The area is to be kept in a clean and tidy state and you are required to adequately provide for the collection and disposal of waste generated by the event.
- It is noted that toilet facilities are available. These public toilets are serviced by Council Monday to Friday of each week. Therefore, should these facilities require cleaning or stocking up of supplies during or after your event, you will be required to ensure that these facilities are kept clean and supplied with the necessary stock.
- Should a temporary shade structure be required, only a standalone marquee (no tent pegs or spikes) is permitted to be used.
- Noise is to be kept to a minimum and as such not to cause a nuisance for neighbouring properties.
- All temporary signage for your event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display one day after the event.
- The approval holder must ensure that through traffic is not impeded due to this event.
- There is to be no vehicular access into the park.
- The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
- The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and appropriate to the nature of the activity proposed and the number of people expected to attend.
- The activity must not detrimentally affect the amenity of the area.
- The approval holder must have public liability insurance in an amount not less than \$20,000,000 to hold this event and it must state that Somerset Regional Council is an interested party. A copy of the public liability certificate of currency must be provided to Council before the commencement of the event.

- The approval holder is responsible to ensure all operators of activities taking part in this event have current public liability insurance in an amount of not less than \$20,000,000.
- If food is to be sold at the event for profit, a food business licence must be obtained from Council from all stallholders. Some exemptions do apply for non-profit organisations, please contact Council's Environmental Health Section for further information.
- In the event of prevailing wet weather, a joint inspection of the ground conditions is to be conducted with the organiser and Council's Parks and Garden Co-ordinator. Should the ground be deemed unsuitable for the purpose of the event and no other arrangements can be made, the event will be cancelled.

(2) approve the partial closure of the carpark area as shown on the attached plan between the hours of 10am and 3pm on Saturday, 23 July 2022.

(3) assist the Lowood Community Action Group Inc by providing access to power supply, three community bins for waste disposal and two road closed signs on stands.

Resolution:

Moved – Cr Choat

Seconded – Cr Brieschke

"THAT Council

(1) grant approval under Council's Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads 2011) to the Lowood Community Action Group to hold their Christmas in July event in Lowood Clock Park on Saturday, 23 July 2022 subject to the following conditions:-

- The event is to be held between the hours of 10am to 3pm only.
- The area is to be kept in a clean and tidy state and you are required to adequately provide for the collection and disposal of waste generated by the event.
- It is noted that toilet facilities are available. These public toilets are serviced by Council Monday to Friday of each week. Therefore, should these facilities require cleaning or stocking up of supplies during or after your event, you will be required to ensure that these facilities are kept clean and supplied with the necessary stock.
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- All temporary signage for your event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display one day after the event.
- The approval holder must ensure that through traffic is not impeded due to this event.
- There is to be no vehicular access into the park.
- The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
- The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and

appropriate to the nature of the activity proposed and the number of people expected to attend.

- The activity must not detrimentally affect the amenity of the area.
- The approval holder must have public liability insurance in an amount not less than \$20,000,000 to hold this event and it must state that Somerset Regional Council is an interested party. A copy of the public liability certificate of currency must be provided to Council before the commencement of the event.
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- If food is to be sold at the event for profit, a food business licence must be obtained from Council from all stallholders. Some exemptions do apply for non-profit organisations, please contact Council's Environmental Health Section for further information.
- In the event of prevailing wet weather, a joint inspection of the ground conditions is to be conducted with the organiser and Council's Parks and Garden Co-ordinator. Should the ground be deemed unsuitable for the purpose of the event and no other arrangements can be made, the event will be cancelled.

(2) approve the partial closure of the carpark area as shown on the attached plan between the hours of 10am and 3pm on Saturday, 23 July 2022.

(3) assist the Lowood Community Action Group Inc by providing access to power supply, three community bins for waste disposal and two road closed signs on stands"

Carried

Vote - Unanimous

Subject:	Application to Hold Annual Lifecycle Cycling classic – Sunday, 28 August 2022
File Ref:	Recreation and cultural services - event management - community events – festivals – sporting (1394144)
Action Officer:	CSSA

Background/Summary

The Lifecycle Cycling Club has written to Council requesting permission to hold their annual Lifecycle Cycling Classic on Sunday, 28 August 2022 based at the Lowood Sports Complex. This event typically attracts 300 riders from around South East Queensland, plus 100 supporters and volunteers.

The Lifecycle Cycling Club have been holding this annual event since 2002.

The course has been designed by the organisers to encourage more social and community involvement in the towns of Lowood and Coominya. Post event festivities will be held at the Lowood Sports Complex and include BBQ food and drinks stall, fruit and vegetable stall plus market stalls.

The Lifecycle Classic course starts and finishes in Noland Street, Lowood, adjacent to the Lowood Sports Complex. The course travels from Lowood to Coominya to Mt Tarampa and back to Lowood mostly using Council's local roads. Refer to attached full cycle course details.

Corporate Plan

Corporate Plan Theme: Prosperous Somerset

Corporate Plan Theme Strategy: Expand and facilitate major events within the Region to enhance economic growth for our local communities, associates and businesses.

Support for the development and enhancement of local events is identified as a key output of the Corporate and Operational plans. This event brings 300 riders and 100 supporters to the Somerset Region and has run successfully for 20 years.

Attachments

Map showing propose route

Recommendation

THAT Council provide approval to the Lifecycle Cycling club to hold their annual Lifecycle Cycling Classic on Sunday, 28 August 2022 subject to the following conditions:-

- The organisers of the event shall undertake their own assessment of the suitability of the proposed route prior to the event.
- The organisers must make all arrangements associated with the safe running of the event.
- Organiser of the event must have public liability insurance in an amount not less than \$20,000,000 with Somerset Regional Council being listed as an interested party and produce documentary evidence of the insurance to Council before the commencement of the event.
- A copy of the police permit is to be provided to Council prior to the event showing the conditions of approval.
- A copy of Department of Transport and Main Roads approval to be given to Council prior to the event showing that approval has been given to use the nominated State controlled road to hold this event.
- Provide a traffic management plan prepared by a suitably qualified person for review by Somerset Regional Council prior to the event.
- A copy of written advice from the Management Committee of the Lowood Sports Complex that approval has been given to the use of the grounds shall be provided to Council prior to the event.
- All work on Council controlled roads must be carried out in accordance with the Manual of Uniform Traffic Control Devices and any other relevant state standards, regulations or laws.

- Any change to the details provided to Council regarding this event shall be notified to Council in writing.

Resolution:

Moved – Cr Whalley

Seconded – Cr Brieschke

" THAT Council provide approval to the Lifecycle Cycling club to hold their annual Lifecycle Cycling Classic on Sunday, 28 August 2022 subject to the following conditions:-

- The organisers of the event shall undertake their own assessment of the suitability of the proposed route prior to the event.
- The organisers must make all arrangements associated with the safe running of the event.
- Organiser of the event must have public liability insurance in an amount not less than \$20,000,000 with Somerset Regional Council being listed as an interested party and produce documentary evidence of the insurance to Council before the commencement of the event.
- A copy of the police permit is to be provided to Council prior to the event showing the conditions of approval.
- A copy of Department of Transport and Main Roads approval to be given to Council prior to the event showing that approval has been given to use the nominated State controlled road to hold this event.
- Provide a traffic management plan prepared by a suitably qualified person for review by Somerset Regional Council prior to the event.
- A copy of written advice from the Management Committee of the Lowood Sports Complex that approval has been given to the use of the grounds shall be provided to Council prior to the event.
- All work on Council controlled roads must be carried out in accordance with the Manual of Uniform Traffic Control Devices and any other relevant state standards, regulations or laws.
- Any change to the details provided to Council regarding this event shall be notified to Council in writing.

"

Carried

Vote - Unanimous

Subject:	Lowood Kindergarten Fete 2022 – Use of Clock Park and Temporary Closure of Carpark for Annual Fete – Saturday, 10 September 2022
File Ref:	Roads - road closures - partial (1392101)
Action Officer:	CSSA

Background/Summary

The Lowood District Community Kindergarten has made an application to Council to hold their annual fete on Saturday, 10 September 2022 between 8am and 2pm in Lowood Clock Park.

The annual Lowood Kindergarten Fete will have live entertainment, market stalls, children's rides, animal farm and food outlets. The Lowood District Community Kindergarten have held this fete in Lowood Clock Park for several years without any complaints.

The organisers would like to close a section of the carpark from adjacent to the railway station back towards Main Street, Lowood as shown on the attached plan. This section will contain approximately 20 carparks. The closed section of the carpark would be utilised to set up food stalls, children's activities and to allow pedestrian movement in that area without restriction.

This section of the carpark has been closed on other occasions for events with no complaints being received from the public.

Attachments

Layout plan.

Recommendation

THAT Council

(1) grant approval under Council's Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads 2011) to the Lowood District community Kindergarten to hold their annual fete in Lowood Clock Park on Saturday, 10 September 2022 subject to the following conditions:-

- The fete is to be held between the hours of 8am and 2pm only.
- The area is to be kept in a clean and tidy state and you are required to adequately provide for the collection and disposal of waste generated by the event.
- It is noted that toilet facilities are available. These public toilets are serviced by Council Monday to Friday of each week. Therefore, should these facilities require cleaning or stocking up of supplies during or after your event, you will be required to ensure that these facilities are kept clean and supplied with the necessary stock.
- Should a temporary shade structure be required, only a standalone marquee (no tent pegs or spikes) is permitted to be used.
- Noise is to be kept to a minimum and as such not to cause a nuisance for neighbouring properties.
- All temporary signage for your event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display one day after the event.
- The approval holder must ensure that through traffic is not impeded due to this event.
- There is to be no vehicular access into the park.

- The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
- The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and appropriate to the nature of the activity proposed and the number of people expected to attend.
- The activity must not detrimentally affect the amenity of the area.
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- If food is to be sold at the event for profit, a food business licence must be obtained from Council from all stallholders. Some exemptions do apply for non-profit organisations, please contact Council's Environmental Health Section for further information.
- In the event of prevailing wet weather, a joint inspection of the ground conditions is to be conducted with the organiser and Council's Parks and Garden Co-ordinator. Should the ground be deemed unsuitable for the purpose of the event and no other arrangements can be made, the event will be cancelled.

Special Condition

- Animal nursery – the approval holder is responsible to ensure that the park is cleaned of any waste and/or other material at the time of the removal of the animal nursery from the site and the park is returned to its original condition.
- (2) approve the partial closure of the carpark area as shown on the attached plan between the hours of 6am and 3pm on Saturday, 10 September 2022.
- (3) assist the Lowood District Community Kindergarten by providing access to power supply, three community bins for waste disposal and two road closed signs on stands.

Resolution:

Moved – Cr Gaedtke

Seconded – Cr Choat

" THAT Council

(1) grant approval under Council's Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads 2011) to the Lowood District community Kindergarten to hold their annual fete in Lowood Clock Park on Saturday, 10 September 2022 subject to the following conditions:-

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- (3) assist the Lowood District Community Kindergarten by providing access to power supply, three community bins for waste disposal and two road closed signs on stands."

Carried

Vote - Unanimous

Subject:	Operations Report for June 2022
File Ref:	Governance – Reporting – Officer Reports
Action Officer:	CSSA

Background/Summary

Technical Design Team

This month, the technical design team have started the detailed design of the 2022-2023 capital works program. The team provides engineering support to the works department on numerous projects. They also provide engineering development advice to the planning department.

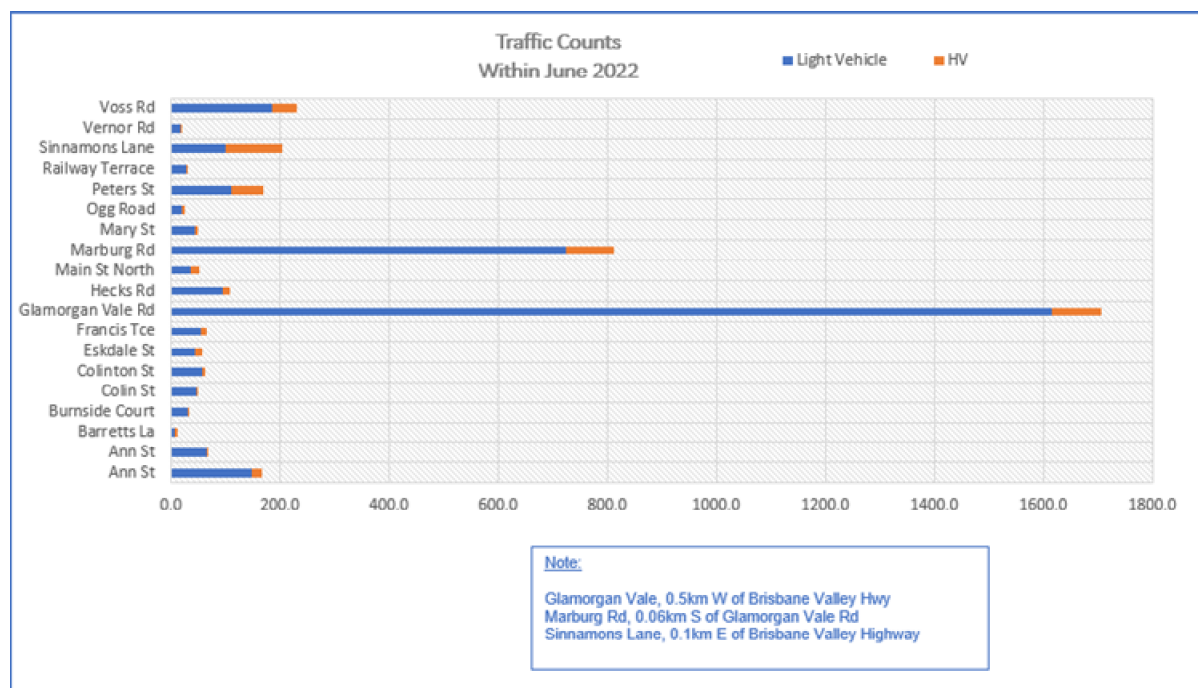
The design team routinely updates the asset management system with as constructed projects. This team has been working with external auditors and assisting the finance department in preparing asset reports for 2021-2022 end of the financial year asset valuation.

All capital work design projects (twenty-seven) for financial year 2021-2022 were complete. There are twelve projects carried over from previous years for construction. The design team have currently completed seven of the 2022-2023 design projects, listed below, these will go to Council in future workshops:

- Lowood Minden Road, Jensen Swamp intersection;
- Middle Street, Esk;
- Royston Street, Kilcoy;
- Simpson Street, Fernvale;
- Muckerts and McCulkins Lane, Fernvale;
- Prospect and William Street, Lowood; and
- Lindemans Road footpath, Lowood.

Permit	June-22	June-21
Land Access Permit	63	63
Property Access Applications	40	30
National Heavy Vehicle Regulator Permits Processed	13	6
Land Access Permit	32	41
Property Access Applications	36	26
National Heavy Vehicle Regulator Permits Processed	10	8

Traffic Counts



Works Department

Day Labour Works

- Patrick St Lowood Construction works have begun.
- Esk Crow's Nest Road- Sealed and signage erected.
- Banks Creek Rd, Fernvale is completed.
- Mack St, Esk stage 2 - preparing for Kerb and Channel.
- Copley Lane Bridge, construction on hold due to Creek levels.
- Gunyah St, Toogoolawah, work in progress.
- Wade St, Kilcoy Kerb and Channel concrete work is completed, backfilling and road work are in progress.
- Rose St, Kilcoy footpath ongoing.
- Mowing and slashing works on Council and DTMR occurring.
- Crews continue to complete CSR's.
- Note with the recent flooding a lot of roads are undergoing inspections and any damaged logged to submit a claim through to DRFA.
- Maintenance to flood affected roads continues throughout the council

Workshop

- Completed repairs, services, and scheduled maintenance of Council fleet.
- Carried out annual B service on all council trailers
- Carried out half yearly service on Group 2 floating plant.
- Started half yearly service on Group 3 of floating plant.
- Quarterly test and tag for portable electrical items is has been completed.
- Quarterly test and tag of cloth lifting slings has been completed.
- One new lease vehicle has arrived.
- All new plant items on the 2021 -2022 replacement budget have been ordered.
- New John Deere skid steer loader and Simex 600mm profiler has arrived, existing trailer has been modified to carry new skid steer and profiler and has been put into service.
- Monthly check and start test on emergency gensets were carried out at Esk Civic Centre, Esk Administration office, Fernvale Futures and Kilcoy depot.

- Welding bay has been carrying out various repairs to council fleet as well as repairs to other various council assets around the region, such as handrail, storm water grates, park furniture, etc.

Department of Transport and Main Roads (TMR) Works

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

- Repairing potholes, edge breaks and sealing of patches on pavement repairs over the TMR network
- Stage 2 Stabilising works on DTMR Roads continues on BVH and Wivenhoe Somerset Road
- Resealing and line marking of Wivenhoe Somerset Road has started.
- Vegetation Spraying on various TMR roads continue.
- Ongoing signage and guidepost repairs continue throughout TMR network.
- Delineation project of D'Aguilar Ch15 to Ch30 is completed

Works carried out by Contractors

- Esk landfill stage 4 by Brown contractors - completed
- AandM Civil Contractors continuing with stabilising works on Brisbane Valley Highway
- BVRT Lowood to Fernvale section completed but repairs to flood affected sections to be completed prior to BVRT Fun Run
- RPQ sealing program on various roads throughout Council
- Footpath works on Cairnscroft, Fulham and Abbotsford Streets have started - AandM Civil Contractors.
- RV carpark in Toogoolawah has started - AandM Civil Contractors – to be completed this month
- BVRT Toogoolawah and BVRT Esk – works progressing – AandM Civil
- Lars Anderson Park – works progressing – AandM Civil
- Brick n Pave are completing footpath faux brick in Ipswich Street, Esk – completed
- Footpath upgrades completed – Cairnscroft Street, Toogoolawah

Weather Outlook

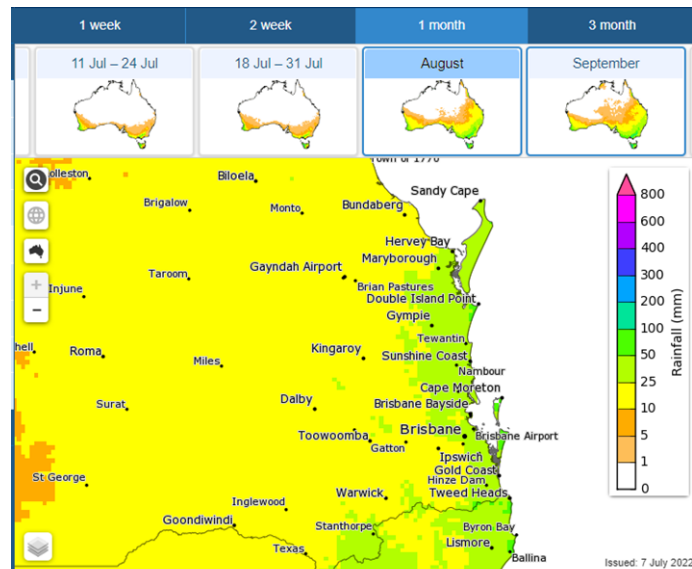
August to October rainfall is likely to be above median for Queensland.

The August and September monthly outlooks are broadly similar to the three-month outlook, although the chances of above median rainfall are slightly less emphatic.

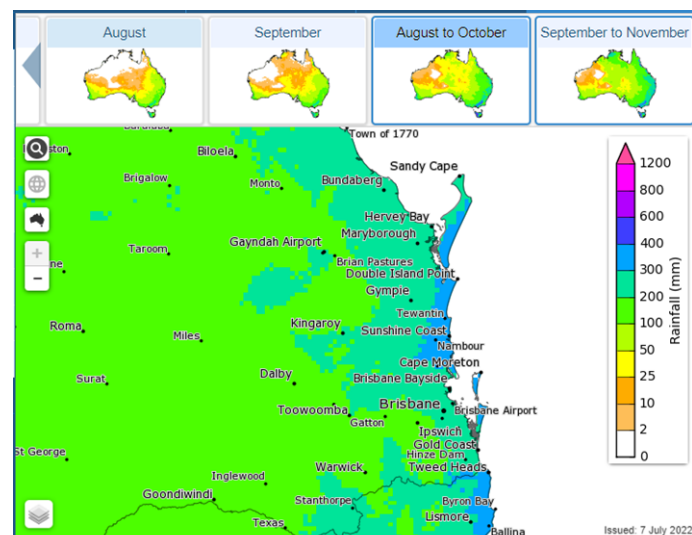
It should be noted that May to September is the northern Australian dry season. This means tropical northern Australia typically has very low rainfall totals during this time (large areas less than 25 mm for the season), and only a small amount of rainfall is needed to exceed the median.

Past accuracy for August to October rainfall is moderate to high for most areas of Australia.

Outlook for August (these are the most likely totals – i.e. 75% chance). Noting that rainfall for remainder of July is not expected to be of major concern.



Outlook for August to October (these are the most likely totals – i.e. 75% chance)

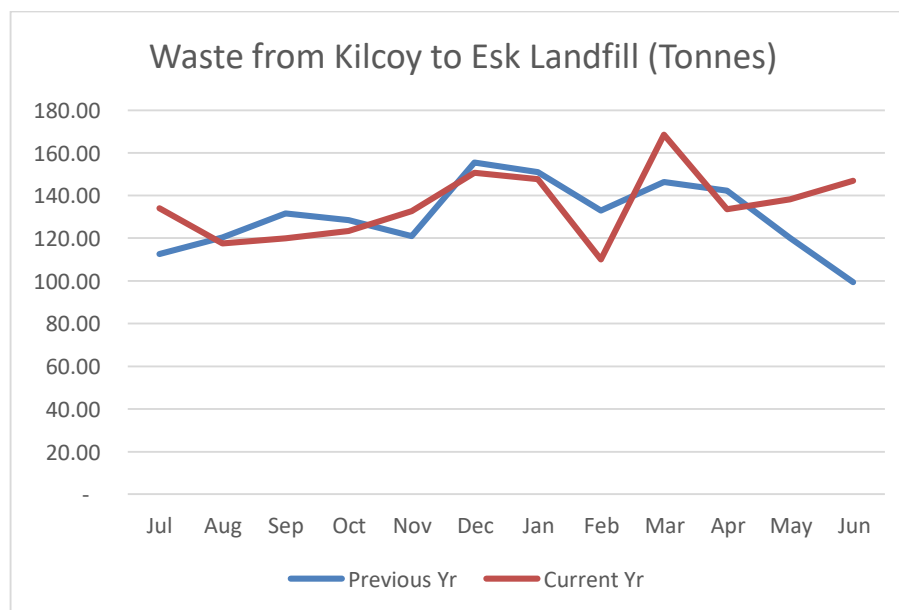


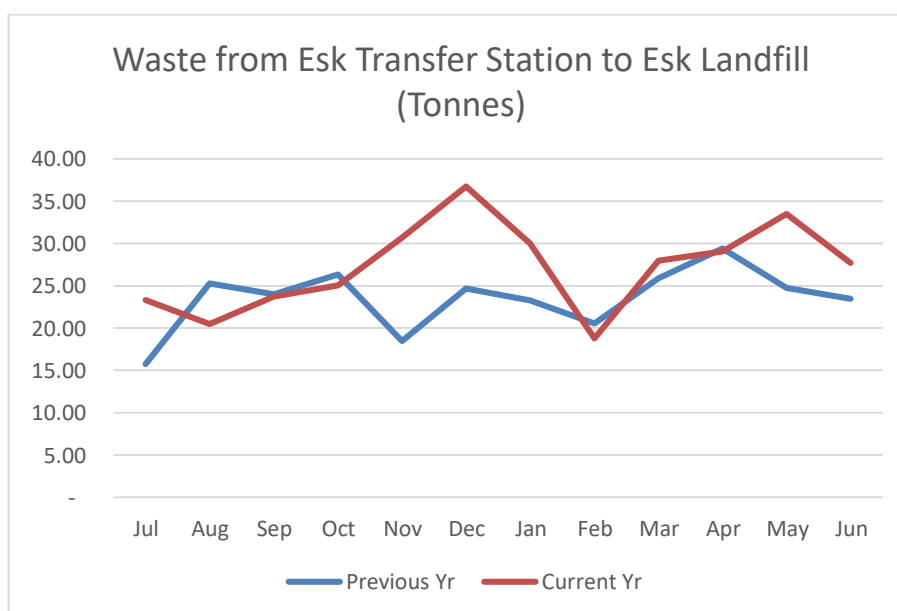
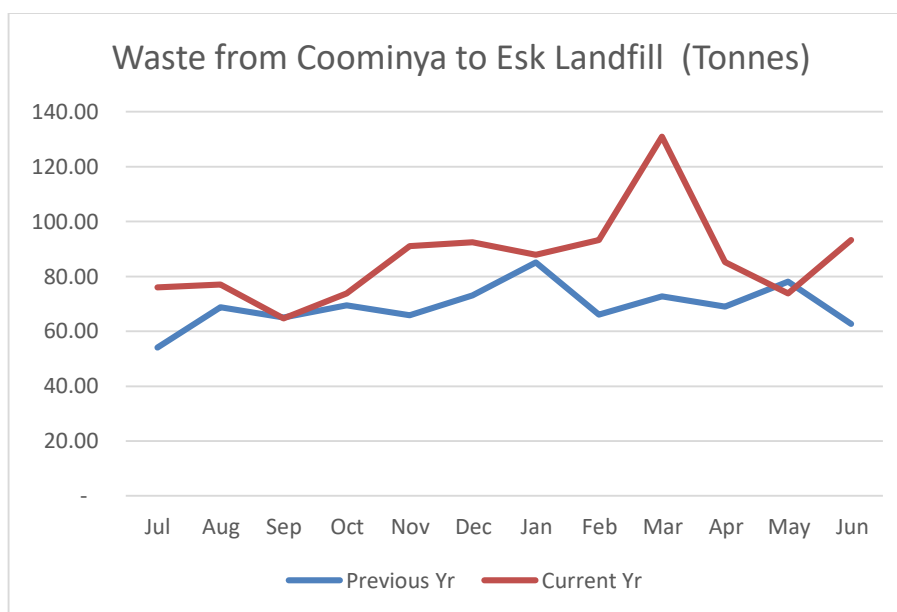
Disaster Management

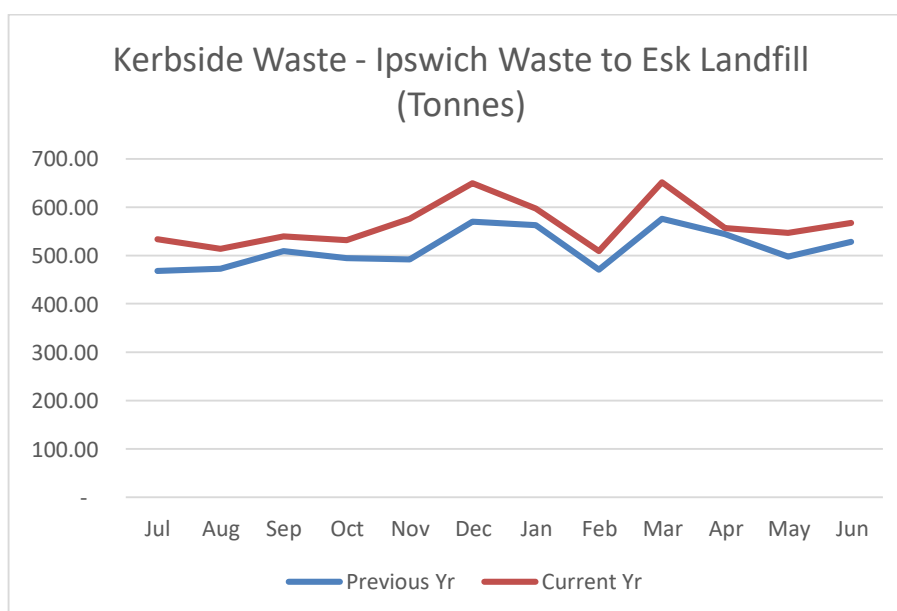
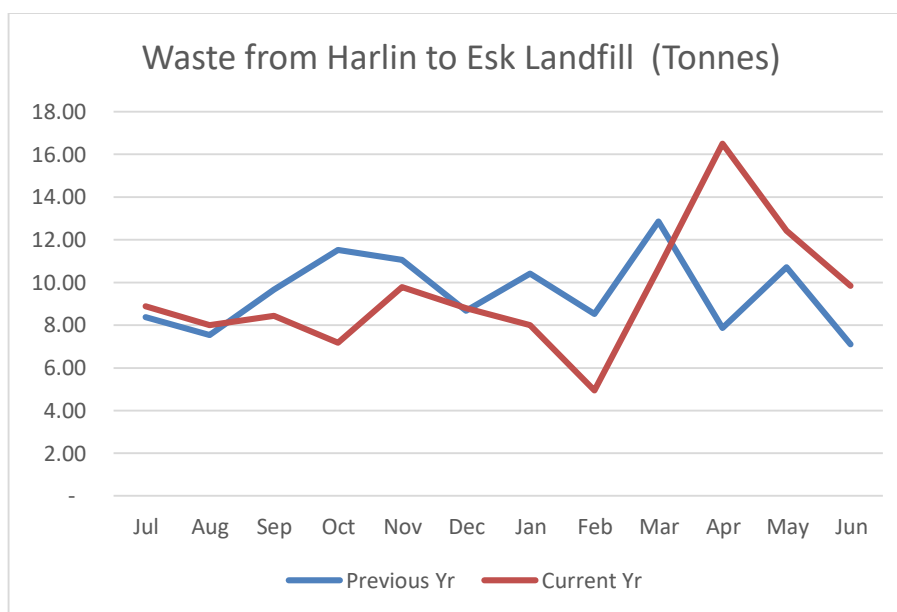
- Personal Hardship Assistance (PHAS) was activated for residents of Scrub Creek as a result of the recent flooding and isolation.
- Flood cameras at Twin Bridges and Savages Crossing are still to be replaced. Shortage of supply for tilt poles has delayed installation. We currently have daytime only temporary cameras installed.
- Current projects being finalised as part of Bushfire Recovery Officer's program:
 - Rural Fire Fighting Tanks are currently being installed at Jimna, Fernvale, Esk and Biarra areas. Council is also assisting Lockyer Valley Regional Council in the installation of three tanks in their region.
 - Trailer-mounted Variable Message Signs (x2) to be delivered in July to be used for messaging before, during and after an event.

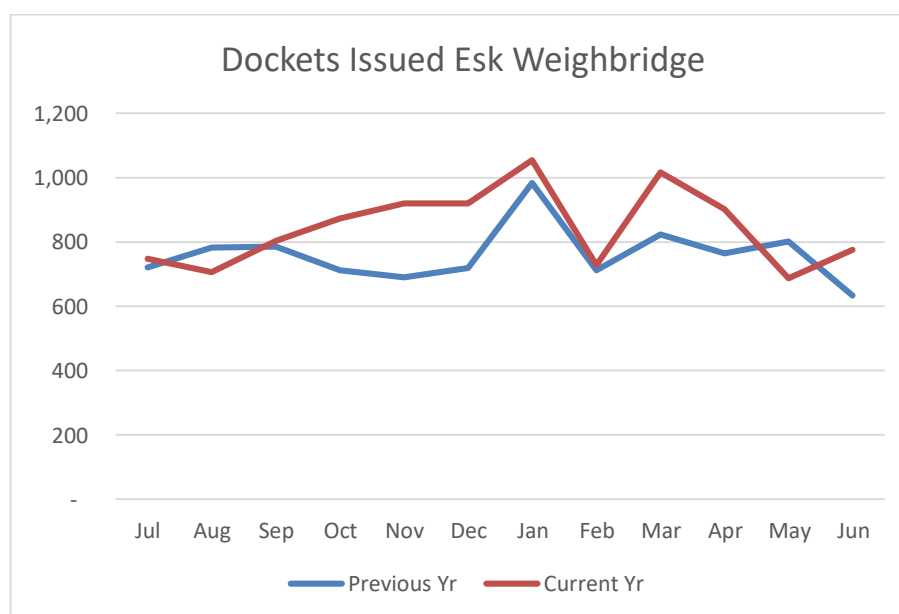
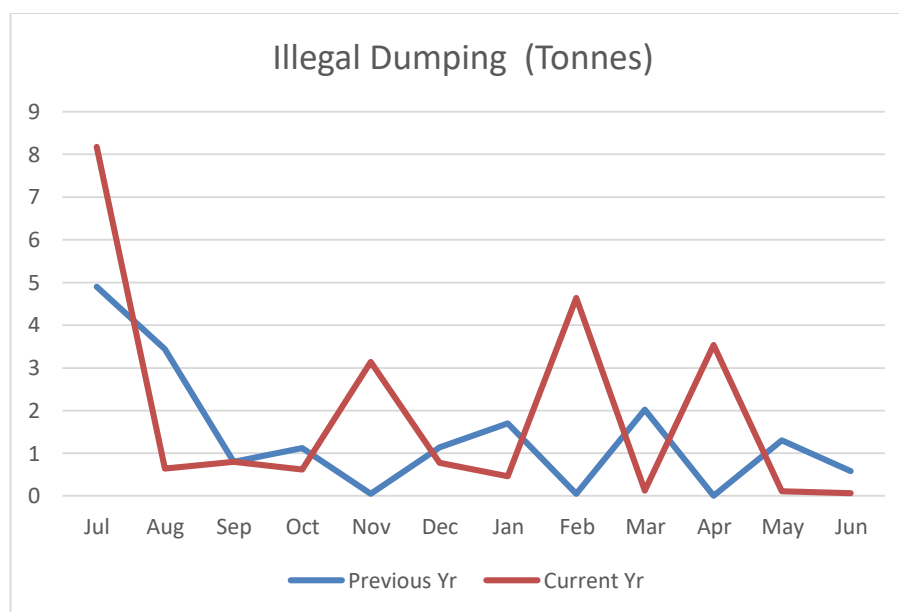
- Mural depicting bushfire resilience has been completed at Lowood, with further murals being completed in July in Linville and Toogoolawah.
- Six additional staff have expressed interest to join the Local Disaster Coordination Centre
- Council have been advised that 32 properties have applied for assessment under the Resilient Homes Fund. Council have assisted in providing flooding information where possible.
- Somerset staff met over teams with members from the Inspector General Emergency Management (IGEM) to discuss at length the February/March 2022 flooding event. IGEM will be conducting a community forum in Lowood on the 12th July.
- Meeting held with Council, SES, Metro North Health, QPS and Moreton Bay Regional Council to discuss flooding and isolation in Kilcoy during major events
- C3 resilience engaged to assist with re-writing of the Local Disaster Management and several subplans.
- NBN Satellite services installed for Fernvale and Esk to be used should evacuation centres be required to be established during an event. Kilcoy to be completed in July.
- Data capture from the Feb/March event continues. A number of Restoration of Essential Public Assets (REPA) submissions have been lodged with QRA totalling \$2.2m. More submissions to follow in the coming weeks/months.
- Planning commenced for an Emergency Services Expo to be held in September / October

Waste Management



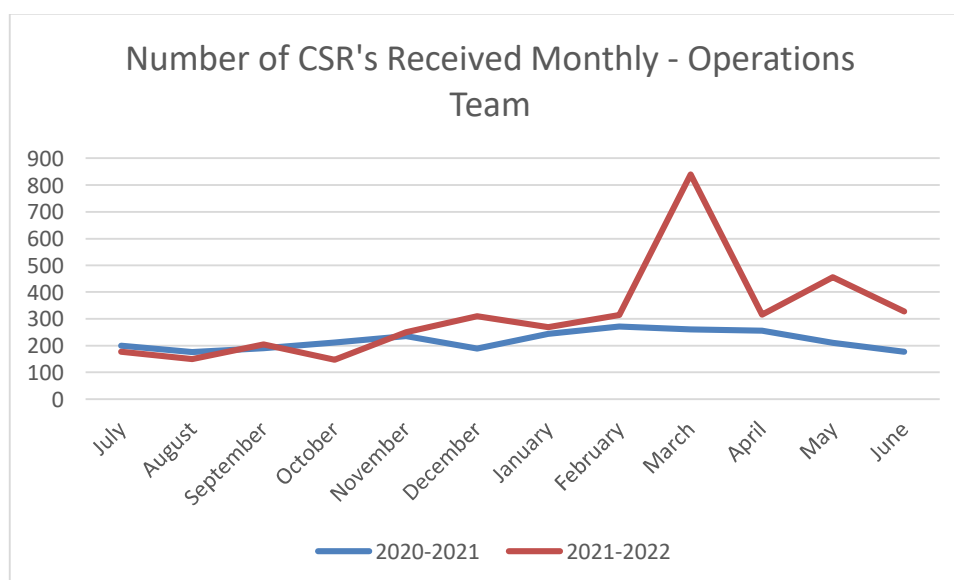
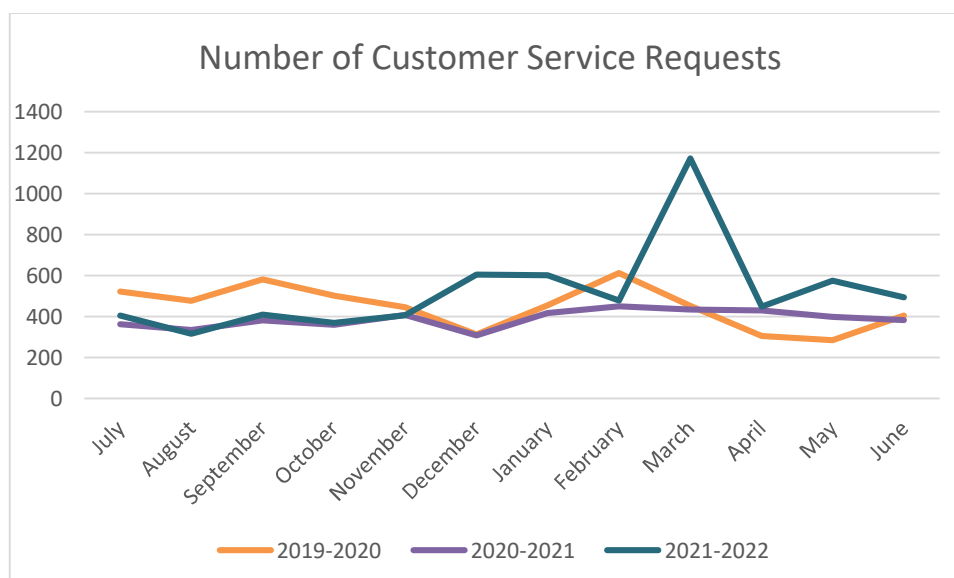






Customer Service Requests

Council received 494 customer service requests for the month of June 2022 on Council's corporate customer service system. A copy of the report is attached for your information.



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Cemeteries	0	2	0	1	2	0	1	4	2	0	6	2
Disaster Management	0	0	0	0	0	0	0	0	394	0	1	0
Departmental reviews	1	0	0	0	0	0	0	0	1	1	0	0
Fences on roadways	0	0	0	0	0	0	0	0	1		0	1
Illegal dumping clean ups	7	4	8	11	13	3	5	17	7	9	5	7
Overgrown Council land	0	2	3	2	1	5	6	7	4	6	3	2

Parks including mowing, cleaning/maintenance park equipment including public toilets, tables and chairs, shade shelters etc.	4	2	5	6	13	6	9	10	7	4	6	7
Roads - bitumen	17	17	20	6	15	37	19	31	52	43	114	66
Roads - gravel	20	13	16	7	18	27	45	27	104	47	105	54
Roads - drainage	8	7	6	9	14	34	8	18	39	16	36	26
Roads - culverts	3	0	2	3	4	1	2	2	14	7	6	11
Roads - vegetation	21	16	27	15	27	59	58	67	37	39	42	20
Roads - footpaths	4	2	4	4	13	10	6	10	9	5	9	11
Roads - linemarking	0	0	1	1	0	0	0	0	0	2	1	0
Roads - bridgework	0	0			0	0	0	0	2	4	0	2
Roads - traffic furniture	9	11	21	12	22	26	12	14	18	22	15	12
Rural Property Number	9	6	4	5	5	11	7	4	5	4	4	0
Stormwater issues within private properties	1	1	0	0	0	2	0	1	7	7	3	2
Waste management	1	0	1	0	1	0	0	0	0	0	1	0
Wheelie bins (IWS) -												
Cancellation of extra services	1	1	9	2	1	1	0	2	1	2	1	4
Damaged lids and wheels	11	9	9	6	10	3	6	8	13	3	12	12
Replacement Split Bins	23	24	22	18	20	23	24	17	32	24	22	16
New Services	11	18	6	11	14	8	9	12	14	11	11	16
Extra services	6	5	7	11	9	4	7	7	7	3	4	5
Stolen bins	2	3	10	7	5	4	7	11	25	7	8	8
Missed services	6	0	1	0	1	1	3	1	3	2	2	2
Contractor Requests	2	1	1	1	1	0	2	0	1	1	0	0
Wheelie bins (Cleanaway) -												
Cancellation of extra services	1	0	0	0	0	0	1	1	1	0	0	1
Damaged lids and wheels	0	2	5	2	1	3	2	6	3	1	2	3
Replacement Split Bins	1	0	10	3	2	7	9	8	6	1	4	5
New Services	2	2	2	2	5	4	0	2	1	7	1	1
Extra services	2	0	2	0	1	0	2	1	1	0	1	2
Stolen bins	3	2	1	2	1	1	2	4	3	1	6	4
Missed services	1	0	1	1	0	0	0	1	1	0	0	0
Contractor Requests	0	0	1	0	0	0	0	0	0	1	0	0

Facilities												
Air conditioning					1	0	0	0	0	0	0	0
Carpentry, painting, tiling and flooring					7	1	3	2	3	2	1	3
Electrical					4	2	2	3	4	9	6	3
Equipment, furniture and fixtures					3	4	1	3	0	2	2	3
Grounds maintenance					1	1	1	2	5	2	1	3
Pest Control					0	1		0	1	0	0	
Plumbing					11	13	6	9	11	14	11	3
Roofing and guttering					2	3	0	0	1	0	1	1
Security, locks and CCTV					2	2	0	0	0	2	0	2
Signage					0	0	1	1	0	0	0	1
Vandalism					0	3	3	1	0	2	1	6
Cleaning					0	0	0	0	0	2	1	1
	177	150	205	148	250	310	269	314	840	315	455	328
<i>Note: Facility maintenance included within Operations from 1 November 2021</i>												

Attachments

Customer service report for June 2022 – attachment 1

Recommendation

THAT Council receive the Operations Report for June 2022 and the contents noted.

Resolution:

Moved – Cr Whalley

Seconded – Cr Brieschke

" THAT Council receive the Operations Report for June 2022 and the contents noted."

Carried

Vote - Unanimous

Subject: Policy Review – C/001 Community Assistance Grants Policy
File Ref: Community Assistance Grants Policy – C/001
Action Officer: DHRCS

Background/Summary

A review of the Community Assistance Grants Policy C/001 has been completed to incorporate additional criteria to assist with the assessment of applications, and to ensure consistency in the distribution of Community Assistance Grant funds.

The Community Assistance Grants Policy C/001 for Somerset regional Council has been reviewed and a draft policy is attached for consideration.

In addition to reviewing Council's Community Assistance Grant Policy, a review of the current funding levels and categories awarded to Excellence Bursary recipients has been completed including in increase in funding levels, the addition of team/group support and changes to the approval / reporting process.

As part of the CAG policy review, community group will also be required to provide a copy of the organisation's most recently **audited** financial statements where the organisation is legally required to be audited; or a copy of the organisation's most recent **unaudited** financial statements together with relevant verification statement and copies of bank statements at the balance date (balance date being the closing date of financial statements representing all of the organisation's bank accounts and loans).

Attachments

- Current Somerset Regional Council Community Assistance Grants Policy – C/001
- Proposed Somerset Regional Council Community Assistance Grants Policy – C/001

Recommendation

THAT Council

1. adopt the revised Somerset Regional Council Somerset Regional Council Community Assistance Grants Policy – C/001.
2. rescind the former Somerset Regional Council Community Assistance Grants Policy - C/001. and replace with the reviewed policy.

Resolution:

Moved – Cr Gaedtke

Seconded – Cr Brieschke

"THAT Council

1. adopt the revised Somerset Regional Council Somerset Regional Council Community Assistance Grants Policy – C/001 (Appendix A)..
2. rescind the former Somerset Regional Council Community Assistance Grants Policy - C/001 and replace with the reviewed policy"

Vote - Unanimous

Carried

Subject: Customer Service Report
File Ref: Officers Report
Action Officer: (CSC) Customer Service Coordinator

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 June 2022 is provided for Council's information.

Summary for June 2022



4,161

**TOTAL
PHONE
CALLS**



3,921

**PHONE CALLS
RECEIVED DURING
BUSINESS
HOURS**



178

**PHONE CALLS
RECEIVED
AVERAGE
PER DAY**



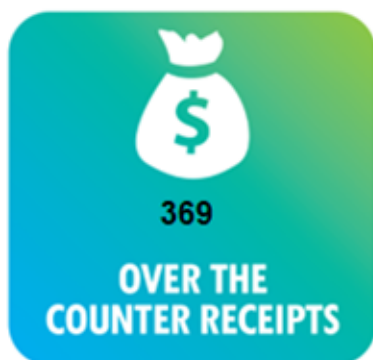
35

**PHONE CALLS
RECEIVED BY
AFTER HOURS
CALL CENTRE**



16

**PHONE CALLS
REFERRED TO
AFTER HOURS
DUTY OFFICER**



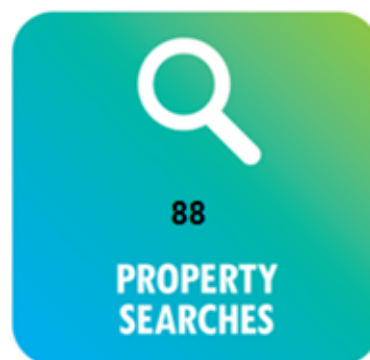
369

**OVER THE
COUNTER RECEIPTS**



609

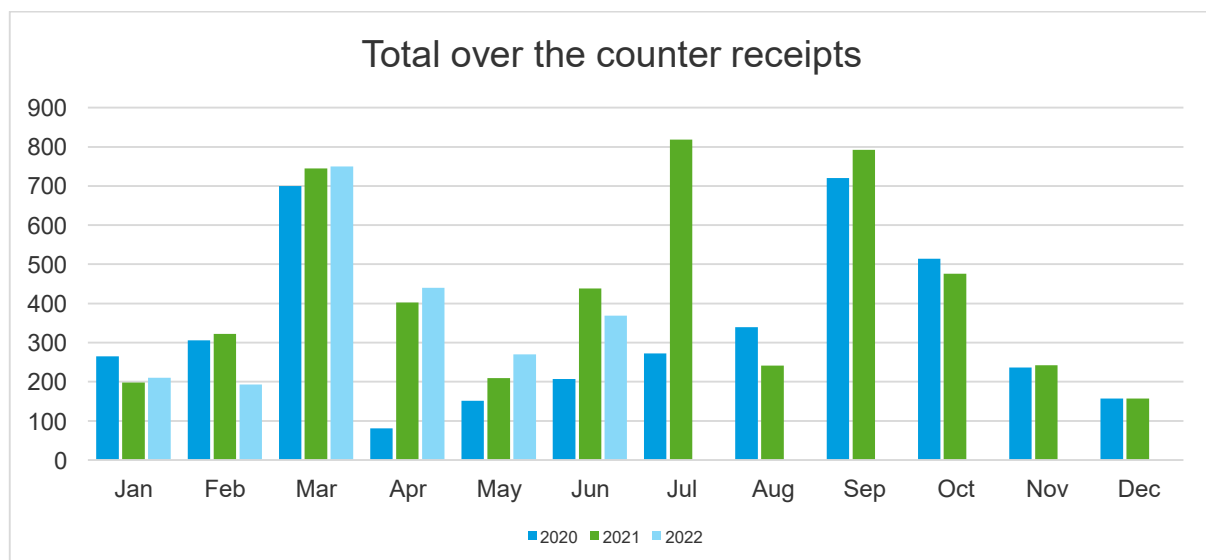
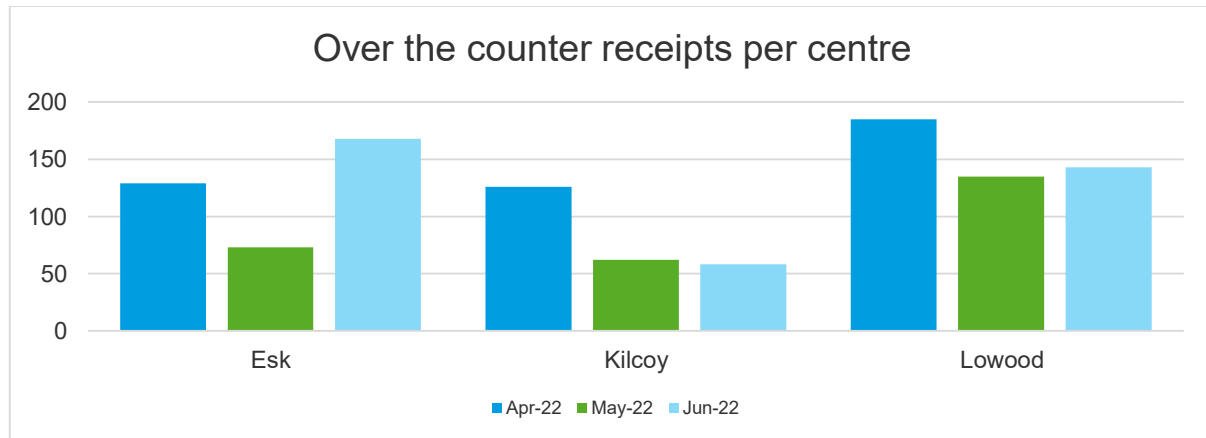
**QGAP
TRANSACTIONS**



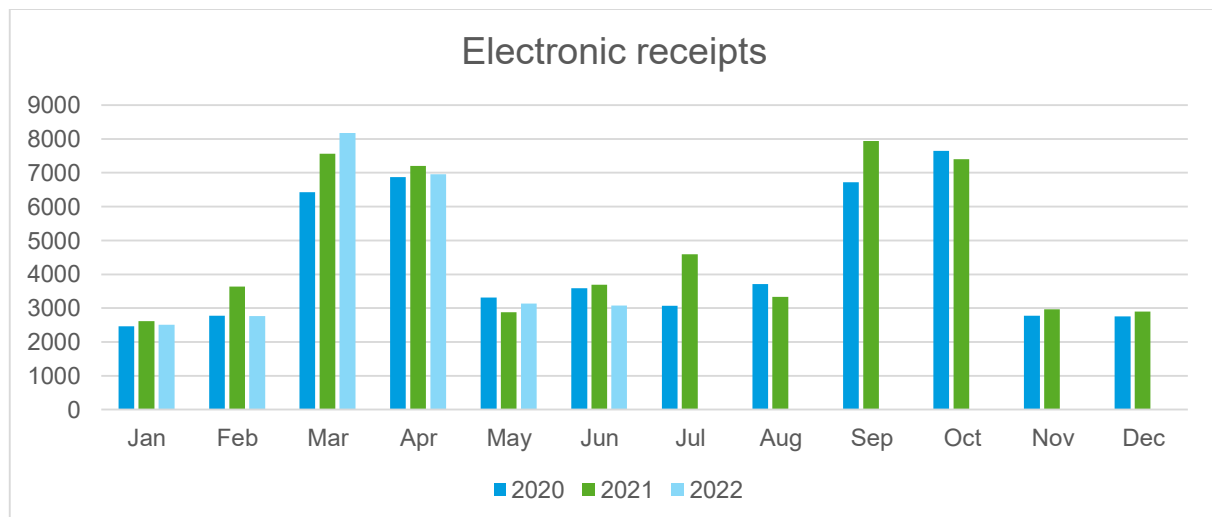
88

**PROPERTY
SEARCHES**

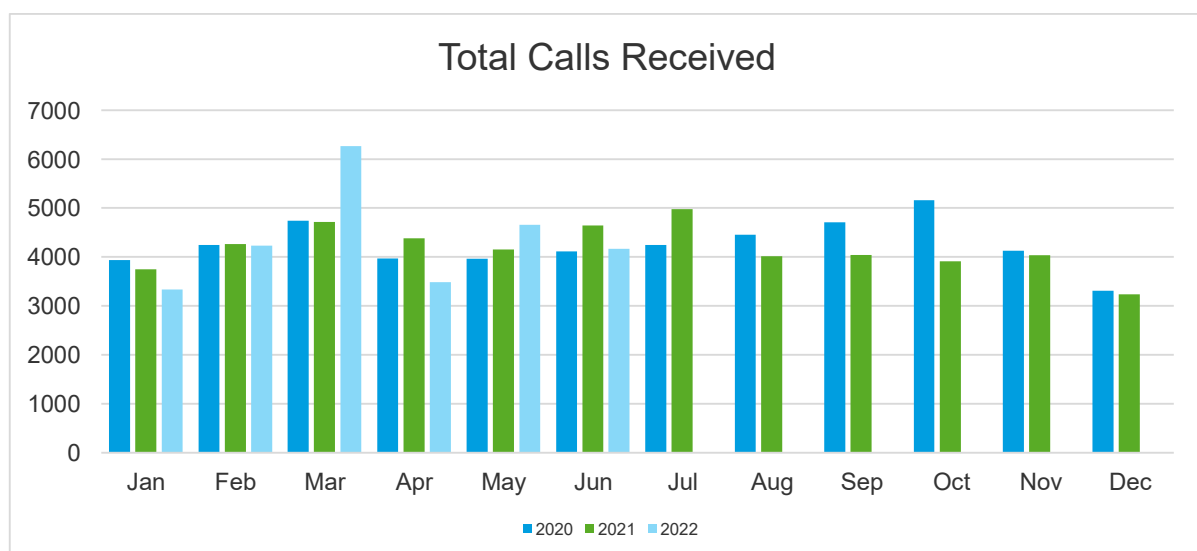
The below table shows the number of Council financial transactions that were taken over the counter at each of the customer service centres in the region for June 2022. These numbers include cheques that were posted into the Council. In total there was 369 financial transactions across the three customer service centres with 168 at Esk Administration Centre, 58 at Kilcoy Customer Service Centre and 143 at Lowood Customer Service Centre for June 2022.



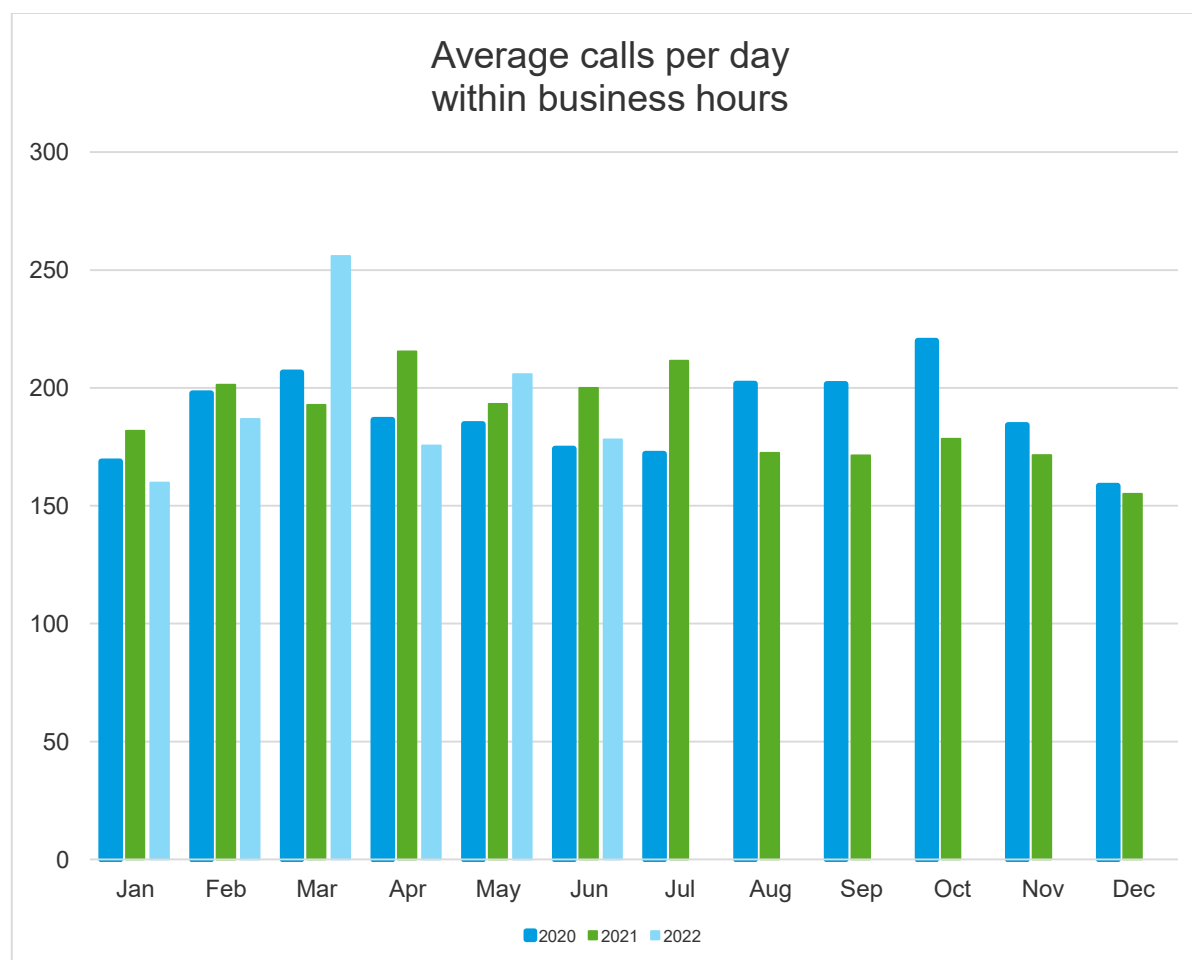
The below table illustrates all other financial transactions (excluding over the counter receipts) received at Council and processed by the finance department. These are BPay and EFT (electronic funds transfer) transactions for payments such as rates, animal registration etc.



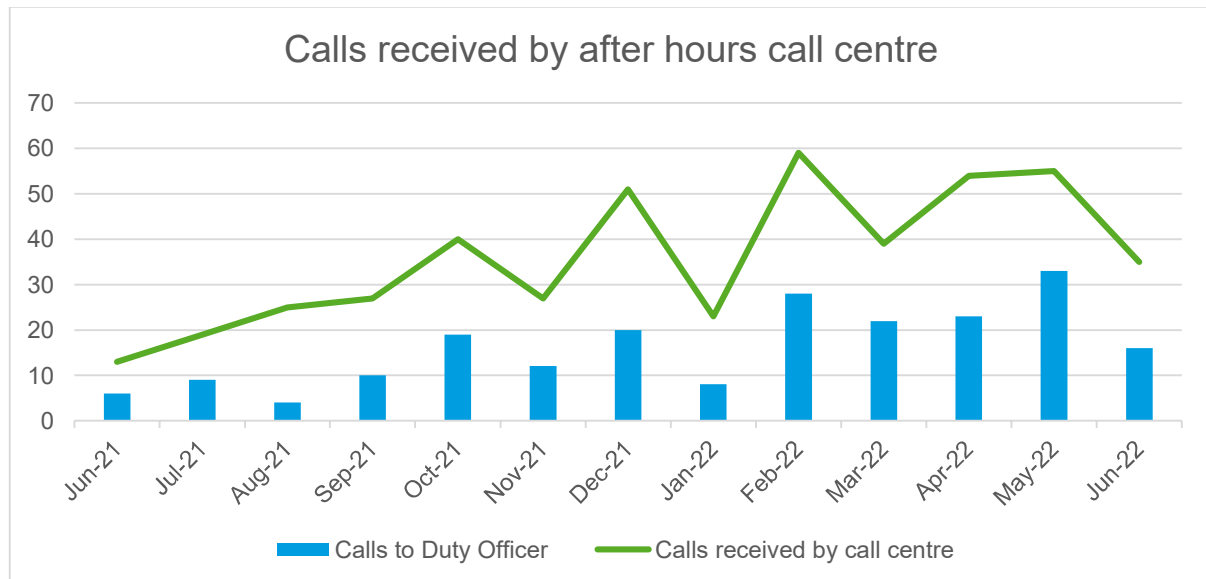
Below are the total number of calls received into the Council main phone line (07 5424 4000), including out of hours, compared to previous calendar years. Calls received does not include internal calls made within Council, or outbound calls. There were 4,161 calls received for the month of June 2022. This is a decrease of 496 calls compared to May 2022. Compared to June 2021 there was a decrease of 478 calls for the month.



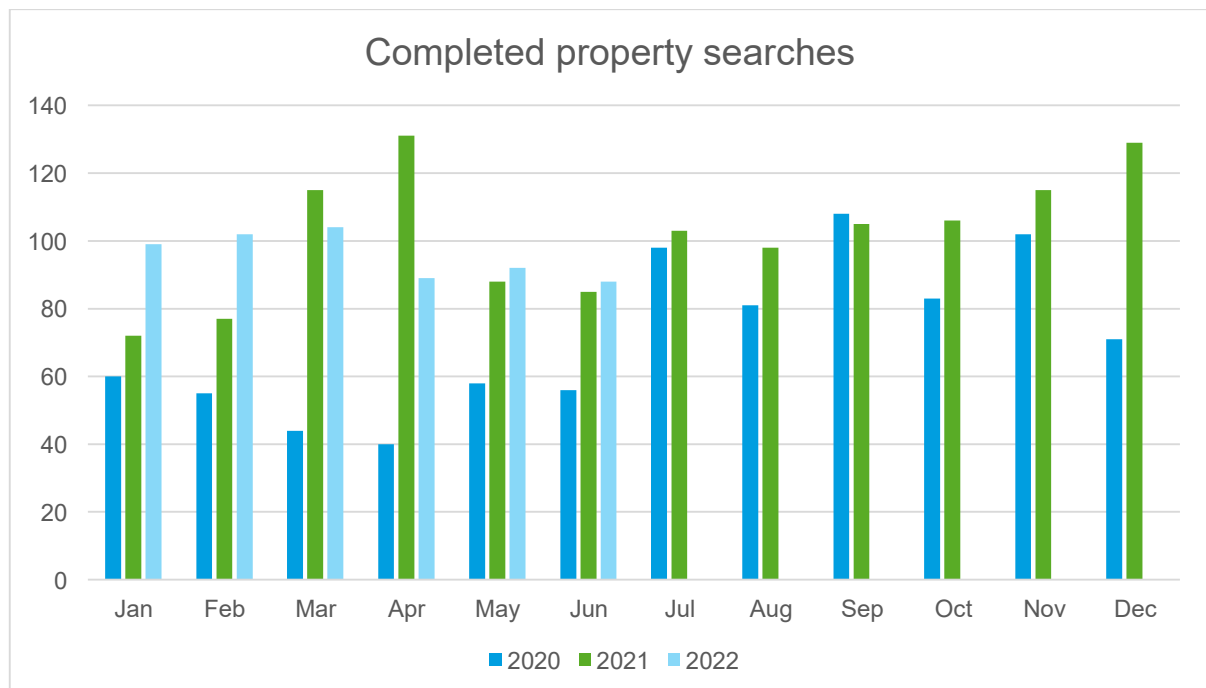
Listed below is a comparison of the average calls received per day within business hours. On average there were 178 calls received each business day for June 2022, which was a decrease of 28 calls on average per day from May 2022. Compared to June 2021 there was a decrease of 22 calls on average per day.



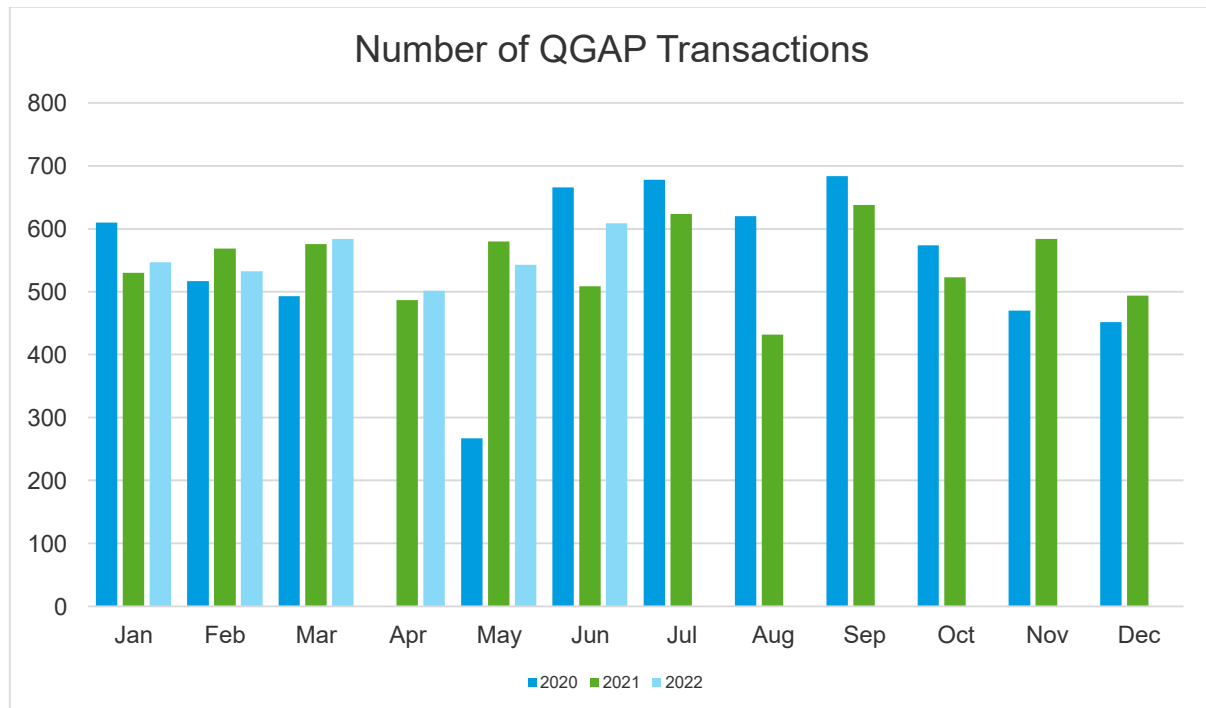
There were 3,921 calls received during business hours and 240 out of hours. Of the 240 calls received out of hours, 35 calls transferred to the afterhours call centre. There was a decrease of 20 call to Council's afterhours provider compared to May 2022.



For the month of June 2022 there were 88 property searches completed for prospective purchasers. This decreased by four completed searches for the month compared to May 2022.



There were 609 Queensland Government Agent Program (QGAP) transactions for the Lowood QGAP agency in June 2022. On average there were 28 transactions per business day in June which is an increase of two transactions per day compared to May 2022.



Attachments

Nil

Recommendation

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

Resolution:

Moved – Cr Isidro

Seconded – Cr Whalley

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

Carried

Vote - Unanimous

Meetings authorised by Council

Nil

Mayor and Councillor Reports

Cr Brieschke – Councillor Report

June

- 08 Ordinary Council Meeting
- Special Budget Adoption Meeting
- Council Workshop Meeting

- 09 Brisbane Valley Interagency Meeting via Teams
 - 13 Community Led Aged Care Support meeting via Teams
 - 14 Meeting with Mayor and CEO
 - 18 Esk Garden & Lifestyle Fair
 - 20 Meeting re accommodation concerns – L Roberts
 - 21 DDMG Meeting
 - 22 Lowood Futures Strategy meeting, Lowood Golf Club
 - 23 Meeting re Dog Kennel
Meeting with Somerset Community Support Assoc re Community Led
Aged Care Support
 - 24 Meeting re Dog Kennel
 - 25 Brisbane Valley Bulls Home Game, Esk Recreation Grounds
 - 27 Meeting re Brisbane Air Show via Teams
 - 29 Ordinary Council Meeting
Council Workshop Meeting
- July
- 01 Visit to Somerset Dam Tennis Courts – Refurbishment project
 - 06 Combined Ipswich & Toowoomba District Human & Social Recovery
Committee meeting via Teams
Traffic Safety Advisory Committee meeting via Teams
 - 08 Opening of The Apple & the Knife Exhibition, at The Condensery
 - 09 Brisbane Air Show, Toogoolawah
 - 13 Esk Koala Survey Discussion, Esk
 - 14 Toogoolawah Railway Station visit
Brisbane Valley Interagency meeting via Teams
 - 19 Citizenship Ceremony, Somerset Civic Centre
Site visit to recent removal treatment of Lantana, Esk

Congratulations to the organisers Gill and Simon of the Brisbane Airshow held at Watts Bridge Airfield 9 and 10 July. It was a tough gig to have to postpone one week to avoid inclement weather and then to battle with boggy ground over most of the parking area.

I along with the Mayor, Cr Gaedtke, Cr Isidro, Cr Whalley and Cr Wendt attended on the Saturday and the program did not disappoint the thousands that attended.

Cr Gaedtke– Councillor Report

June

- 29 Council Ordinary Meeting – Teams

July

- 05 Kilcoy Tennis Club monthly meeting
- 05 Meeting with Kilcoy Global Foods Vice President People & Culture Mr Bevan Gibbs and Manager Employee Relations Mr Matthew Robinson
- 06 Traffic & Safety Advisory Committee Meeting
- 07 Brisbane Valley Heritage Trails Monthly Meeting – Kilcoy Explore Centre
- 09 Cormorant Bay parkrun 4th Birthday Celebrations
- 09 Brisbane Air Show – Watts Bridge Memorial Airfield
- 10 Somerset Rail Trail Fun Run or Ride – Coominya to Fernvale 20km bike leg
- 13 Special Meeting – Somerset Regional Council - teams
- 14 Meeting BJ Murphy & Libby Harward – Maleny
- 19 Citizenship Ceremony – Somerset Civic Centre - Esk

It was lovely to catch up with the keen organisers and supporters of the Cormorant Bay parkrun who were celebrating their fourth birthday. The course meanders near Lake Wivenhoe and is always a stand out course with some level of difficulty.

The Brisbane Air Show fulfilled its promise of being spectacular, breathtaking, astonishing, awe-inspiring with fearless pilots and skydivers displaying their skills. Well done to everyone who was involved with this amazing event. The weather was picture perfect and welcomed many spectators, stalls, cars, planes and so much more to our region.

Once again, the 19th Somerset Rail Trail Fun Run or Ride event was well supported with almost 900 nominations taken over the three legs of the event. Thank goodness the weather was kind to us all, even though the 20km bike leg was a little brisk when marshalling at 7:00 am at Coominya.

It was a lovely to welcome 36 new Australian Citizens on Tuesday at the Somerset Civic Centre. We welcomed the new citizens from the Philippines, United Kingdom, France, Taiwan, Papua New Guinea and Vietnam.

Cr Isidro – Councillor Report

July

- 8 Opening exhibition at the Condensery
- 9 Brisbane Air show
- 10 Somerset Fun Run or Ride
- 12 Civic Centre rebranding workshop

Cr Whalley – Councillor Report

Congratulations to the organisers of the Esk Races. The recent event was standing room only despite the other events occurring throughout the region. The event itself was well organised and had a full range of stalls offered.

Mayor's Report of Activities from 25 May 2022 to 20 July 2022

Ref - Governance - Reporting - Reporting - Mayor and Councillor Reports

Wednesday, 25 May 2022	Ordinary Meeting of Council
Thursday, 26 May 2022	9am Comseq photo opportunity tree plantings 12pm Lunch with QRA re buy back scheme and resilient home packages 4pm SEQWater negotiations with LVRC 7pm Prenzlau State School Trivia night
Saturday 28 May 2022	7pm Lowood Show Ball
Sunday, 29 May 2022	St Andrews Church Toogoolawah
Monday, 30 May 2022	BBQ lunch with staff at Fernvale
Tuesday, 31 May 2022	Opening Toogoolawah Community Gym
Wednesday, 1 June 2022	Meeting with Lockyer and Ipswich Mayors re Health issues

Thursday, 2 June 2022	12pm BBQ lunch with staff at Esk 3pm Lockyer Valley Water Collaborative meeting with LVRC
Friday, 3 June 2022	Attending Young Judges competition at Toogoolawah Show
Saturday, 4 June 2022	Toogoolawah Show morning tea
Monday, 6 June 2022	6pm Lowood Lions Meeting
Wednesday, 8 June 2022	Council meeting day
Thursday, 9 June 2022	Brisbane Valley Interagency Meeting 7pm Local Area Ambulance Committee meeting
Friday, 10 June 2022	10.30am Meeting with Deputy Premier at LGAQ House Brisbane
Saturday, 11 June 2022	9am Lowood Show and luncheon
Monday, 13 June 2022	10am Meeting with Somerset Wivenhoe Fish Stocking Association (SWFSA) and CEO 4pm Attended Tourism Awards at Brisbane
Tuesday, 14 June 2022	Meeting with Deputy Mayor and CEO
Wednesday, 15 June 2022	7pm SWFSA Meeting at Fernvale
Thursday, 16 June 2022	Presented ELRIDGE award to Denis Ward Lowood State High School
Saturday, 18 June 2022	Attended Lowood Masonic Lodge banquet at Lowood
Sunday, 19 June 2022 – Wednesday, 22 June 2022	Australian Local Government Association National General Assembly Canberra
Wednesday, 29 June 2022	Council Meeting
Friday, 1 July 2022	9am – COMSEQ and Resilient Rivers Meeting
Thursday, 7 July 2022	Radio interview with River 3.00pm – Lockyer Somerset Water Collaborative Meeting
Friday, 8 July 2022	Meeting with UU Board chair Bronwyn Morris 3pm Meeting with Assistant Commissioner Charisse Pond 5pm Opening of Apple and Knife at The Condensery
Saturday, 9 July 2022	Attended Brisbane Air Show
Sunday, 10 July 2022	7.30am Open SRFRR bike leg at Coominya 9am Open 8km leg SRFRR 2.30pm Esk Community Choir Voices for Ukraine Concert
Monday, 11 July 2022	6.30pm Lowood Lions Meeting
Tuesday, 12 July 2022	5pm Somerset Community Forum at Lowood
Wednesday, 13 July 2022	9am Teams meeting with Councillors Lowood State High School Careers Expo
Thursday, 14 July 2022	9am Brisbane Valley Interagency Meeting 11.30am NAIDOC morning tea at Lowood State High School
Monday, 18 July 2022	5.30pm Lowood Lions Tea room meeting
Tuesday, 19 July 2022	9.30am Citizenship Ceremony

<i>Resolution:</i>	Moved – Cr Whalley	Seconded – Cr Isidro
	"THAT the verbal and written reports of Mayor Lehmann, Councillors Brieschke, Gaedtke, Isidro and Whalley be received."	
		<i><u>Carried</u></i>
	<i>Vote - Unanimous</i>	

Nil

Nil

Nil

Moved: Cr Gaedtke Seconded: Cr Choat

Carried

Vote: Unanimous

Summary There being no further business, the Mayor, Cr Graeme Lehmann closed the meeting at 10.40am.

Appendix A



Policy Subject/Title: COMMUNITY ASSISTANCE GRANTS POLICY
Policy Number: C/001

Responsible Officer: Director Human Resources and Customer Service

Legislative or Regulatory Reference: Local Government Regulation 2012

Authorised by: Somerset Regional Council

Authorised on: 23 July 2008 (Doc Id 331891)

Review / Amendment dates: 14 July 2010 (Doc Id 464181)
24 July 2012 (Doc Id 629318)
8 October 2014 (Doc Id 781966)
11 November 2015 (Doc Id 852057)
11 October 2017 (Doc Id 995893)
28 March 2018 [Doc Id 1024321]
27 November 2019 (Doc Id 1160557)
29 June 2022 (Doc Id)

1. OBJECTIVE

This policy sets out the circumstances under which Council may make grants to assist community organisations or representative sportspersons, and outlines the processes for management of those grants.

2. BACKGROUND

2.1 Legal

The *Local Government Regulation 2012* contains the following:

164. Requirement to keep record of particular matters

- (1) *A local government must keep a written record stating the following:*
 - (a) *The risks the local government's operations are exposed to, to the extent they are relevant to financial management;*
 - (b) *The control measures adopted to manage the risks;*
- (2) *The local government must keep, with the record, a copy of each of the following -*
 - (a) *its community grants policy*

194. Grants of community organisations

A local government may give a grant to a community organisation only –

- (a) *If the local government is satisfied –*
 - (i) *The grant will be used for a purpose that is in the public interest; and*
 - (ii) *The community organisation meets the criteria stated in the community grants policy; and*
- (b) *In a way that is consistent with the local governments community grants policy.*

195. Community grants policy

- (1) *The local government must prepare and adopt a policy about local government grants to community organisations (a community grants policy) which includes the criteria for a community organisation to be eligible for a grant from the local government.*

Schedule Dictionary

Community organisations means –

- (a) *An entity that carries on activities for a public purpose; or*
- (b) *Another entity whose primary object is not directed at making a profit.*

2.2 Principles

Grants should be provided in an equitable manner. That is, grants should not benefit

one group of the community and exclude another. The arrangements for making grants should be made on a whole of area basis.

Grants should be provided to achieve an identified benefit to the community generally. The Council should ensure that the benefits are obtained. The process of awarding grants should be open and accountable.

3. PURPOSE

The policy is intended to provide a structure and process for making grants to community organisations which is open, transparent, legal, equitable and furthers the aims and objectives of Council.

Council's strategic goals and objectives for the Community Assistance Grants program include:

- Promoting community assistance grants to community organisations for projects, events and services that benefit the community
- Enhancing Council's profile in the community.

4. SCOPE

4.1 What this policy applies to

This policy covers:

- (a) direct financial or in-kind support for community organisations, projects, events or services within the Somerset region;
- (b) payment of general rates and Council cost recovery fees, on behalf of community organisations;
- (c) assets given to community organisations;
- (d) payments to individuals as excellence bursaries.

4.2 What this policy does not apply to

- (i) This policy does not apply to grants or concessions requested by commercial organisations or individuals other than those referred to in 4.1(d) above;
- (ii) For example, applications will not be considered for the payment of insurance premiums, water supply and sewerage accounts from Queensland Urban Utilities, other utility accounts such as electricity and telecommunications or the following charges levied with Council general rates:
 - Utility charges;
 - Separate rates and charges;
 - Special rates and charges; and
 - State Government Emergency Levy.

5. POLICY

A The main process

In granting direct financial support for community organisations, projects, events or services, Council will use the following process:

- As part of Council's annual budget considerations, an amount will be decided upon which is available for making grants to community organisations. This decision may specify amounts for the different types of grants covered by this policy. A limit for individual grants may be set.
- Advertisements will be placed in local media for two (2) funding rounds per financial year (with the first round of each financial year including rates remission applications for that financial year). The advertisement will detail the availability and request applications be received by a specified date, addressing the selection criteria. However, organisations may be limited to two (2) applications per financial year with a lower priority given to applicants that have been funded within the previous 12 months.
- Applicants shall meet one of the following classifications:
 - (a) a sporting / leisure / cultural organisation which is a non-profit group whose primary aim is to advance the social, cultural, leisure or sporting needs of its members and/or residents of the Somerset region;
 - (b) a charitable organisation that is a non-profit group whose primary aim is to improve the quality of life of under-privileged sections of the community within the Somerset region;
 - (c) a community service provider whose primary aims are to provide a community service to all or specific sections of the community within the Somerset region;
 - (d) an educational institution within the Somerset region.
- Applicants for community assistance grants must be either incorporated entities or the grants must be auspiced by an incorporated organisation
- When the advertisement has been issued, Councillors and Council staff may encourage organisations to apply, but should not indicate if an application is likely to succeed.

The following criteria may be used to assess grant applications:

- Maximum of one (1) application per funding round (total of two (2) per financial year) with maximum funding of \$5,000 per application unless exceptional circumstances can be demonstrated.
- Funding for events held within the Somerset region will be considered at the following levels:

Small scale event	up to \$ 500
Large scale event	up to \$ 1,000
Annual Agricultural Shows	up to \$ 1,500
Large scale regional event	up to \$ 2,500
- Additional consideration may be provided to grant applications which involve a co-contribution from the applicant and/or where the applicant has sought additional grant funding, sponsorship or donations from other sources for the relevant project.
- Additional consideration may be provided to grant applications which benefit a larger number of Council residents.

- Because Council's intent is to use grants to enhance its profile in the community, Council would prefer not to provide funding for fundraising events but rather fund the cause that is the subject of the fund-raising event directly where appropriate.
- Council will give lower priority to applicants that have been funded within the previous 12 months.
- Council would prefer to not fund general recurrent costs of community organisations such as uniforms, insurance or salaries.
- Council would prefer not to fund government entities through community assistance grants. Council will not fund entities that operate more than 30 gaming machines through community assistance grants.
- Council will not approve funding for projects, activities or events if the project, activity or event is conducted on privately owned property without relevant Council approvals and insurances, or the proposed project, activity or event would entail improvements to this property which could potentially benefit an individual or business.
- Applicants shall be required to:
 - (a) demonstrate the community benefit that the project, event or service will provide;
 - (b) provide a copy of the organisation's most recently audited financial statements where the organisation is legally required to be audited; or a copy of the organisation's most recent unaudited financial statements together with relevant verification statement and copies of bank statements at the balance date (balance date being the closing date of financial statements representing all of the organisation's bank accounts and loans);
 - (c) provide details of the organisation's status in relation to GST;
 - (d) provide quotations, where applicable, to support the amounts included in the application;
 - (e) provide details demonstrating that any other approvals required for the application have been obtained. For example, where the application is for funding the building of a shed on Council land, the applicant must obtain an approval from Council, as the property owner, prior to lodging the funding application;
 - (f) provide details of any financial contribution to be made by the organisation or from another grant program, as preference may be given to applications that include such co-contributions;
 - (g) acknowledge their understanding that where a community assistance grant is provided for the purchase of a non-current asset and the asset is sold within twelve (12) months after the date on which Council grants the funds for the purchase, the grant provided must be repaid to the Council.
- Applications that do not include all supporting documentation will not be considered further.
- After the closing date, the Chief Executive Officer (CEO) or delegate will consider all the applications and assess them against the criteria. In this process the CEO or delegate may request additional information from the applicants and may conduct interviews.

- The CEO or delegate will make recommendations in relation to the grants to be awarded. Council will consider the recommendations and decide what grants are to be awarded.
- Notwithstanding the closing dates of funding rounds, applications submitted outside of funding rounds may be considered by Council where the community organisation can demonstrate exceptional circumstances that would necessitate application outside of specified funding rounds.
- Councillors have no discretionary funds available to them, and as such cannot as an individual make any decision regarding the allocation of Community Assistance Grants.

B *Acknowledgements*

Grant recipients are required to acknowledge that Council has donated towards the organisation in any promotion for the event / service and at the event.

C *Acquittals*

Successful applicants will be required to lodge an acquittal statement evidencing the expenditure of the grant. Any unspent funding must be returned to Council. Acquittal statements are to be lodged prior to the end of the financial year for which the grant was awarded, unless an extension is granted for the expenditure of the funds. Successful applicants will be precluded from receiving further grants until previous grants have been acquitted.

D *Time limit on claiming grants*

Grantees are required to claim grants via a tax invoice within three (3) months of the date of approval unless an extension is sought and granted. Grants after this period where no extension has been approved will be considered to be cancelled. Notification of grant approval will advise of the time limit and potential implications.

E *Somerset Excellence Bursaries*

Council may decide to make a grant to individuals and / or teams in order to encourage academic, cultural and sporting excellence.

Applications for assistance shall be in writing and provide details of the selection as either an individual or team at Regional, State or National level; the venue where the event / competition is to take place; details of the achievements leading up to the selection; and confirmation of their residence within the Somerset Region.

The level of financial assistance to be granted is based on level of selection as follows:

- | | |
|--|---|
| • Regional Level selection | \$250 |
| • State Level selection | \$500 |
| • National Level selection | \$750 |
| • Selection for an event hosted internationally | \$1,000 |
| • Team application (Regional, State or National) | Up to \$2,000 per team/group of four (4) or more individuals. |

Successful excellence bursary applicants will be required to lodge an acquittal statement evidencing the expenditure of the grant. Any unspent funding must be returned to Council. Acquittal statements are to be lodged prior to the end of the financial year for which the grant was awarded, unless an extension is sought and granted for the expenditure of the funds. Successful applicants will be precluded from receiving further grants until previous grants have

been acquitted.

Somerset excellence bursaries are not community grants as defined by the Local Government Regulation notwithstanding that they are to be funded from the same budget allocation as community assistance grants. Excellence Bursaries will be considered and approved at Officer level as delegated and reported to Council's Ordinary meeting monthly.

6. CONTROLS

The expenditure will be subject to the normal accounting controls.

No person may give an indication of the likely success of an application until the decision has been made by Council.

Grant guidelines will not support projects, events, activities, achievements or services that commence prior to the grant application being approved by Council.

A summary of all grants provided shall be included in the annual report.

7. DATE OF RESOLUTION

This original policy was approved by the Chief Executive Office and adopted by the Somerset Regional Council at the Ordinary Meeting of 23 July 2008.

Signed:

Date: