



Kilcoy Visitor Information Centre
41 Hope Street Kilcoy

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)
Mr A Johnson	(Chief Executive Officer)
Mr C Young	(Director Operations)
Mr L Hannan	(Director Planning and Development)
Mr G Smith	(Director Finance)
Mrs K Jones	(Director HR and Customer Service)
Mr D Rowe	(Community Tourism Manager)
Mrs H Golinski	(Minute Secretary / Executive Assistant)
Ms M Maeselee	(Communications Manager)

Apology Cr Bob Whalley (Councillor)

C O N T E N T S

2023 - 2024 Funding Rounds –	Local Roads and Community
Community Assistance Grants –	Infrastructure Program phase 4 projects
Funding Round Dates 105 52
2023 Interim audit report 50	Matters of Public Interest 3
Australian Local Government Womens	Mayor and Councillor Reports..... 115
Association Queensland State	Medium sized contract – Eftsure Pty Ltd49
conference..... 115	Meetings authorised by Council 114
Building Back Stronger – Scrub Creek	Opening of Meeting..... 3
Road..... 81	Operational Plan Fourth Quarter Review
Business arising out of minutes of	2022-23 114
previous meeting 3	Operations Report for June 2023 90
Closure of Meeting 118	Organisational Closedown – Christmas -
Community Assistance Grants – Somerset	New Year 2024..... 65
Excellence Bursaries for – June 2023	Planning and Development Department
..... 107	Monthly Report – June 2023 41
Confirmation of Minutes 3	Prescribed Activity – Kilcoy Christmas
Consideration of notified motions 117	Carnival 2023 34
Corporate Services Monthly Report –	Receipt of Petition..... 117
2023 70	Reception of notices of motion for next
Customer Service Report..... 109	meeting..... 117
Declarations of Interest 5	Repeal of Arts and Cultural Policy..... 64
Development Application No. 22272 5	Sale of land for overdue rates or charges
Finance report..... 56 53
Fraud management policy proposed	Somerset Civic Centre Advisory
amendment – annual RPEQ registration	Committee Meeting..... 64
review 48	Somerset Social Plan..... 63
Items for reports for future meetings ... 118	Sustainability Framework for Local
Leave of Absence 3	Governments 51
Lions Club of Esk – Lighting of Community	Tender 1308 Facility Cleaning Contract 89
Christmas Tree 82	Tourism and Promotions Report – 2023 66

Opening of Meeting

The Mayor, Cr Graeme Lehmann, opened the meeting at 9.04 am.

Leave of Absence

Cr Whalley has previously been granted a leave of absence from attending today's Council meeting.

Confirmation of Minutes**Resolution**

Moved – Cr Brieschke

Seconded – Cr Isidro

“THAT the Minutes of the Ordinary Meeting held 21 June 2023 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 – Mayor Lehmann**

Over the weekend, it was pleasing to hear the long-awaited announcement of the SEQ city deal implementation plan being launched. As part of the deal, \$10 million has been allocated to advance water initiatives for food security in the Lockyer and Somerset regions. This funding will support investigations into alternative options and updates to the existing Water for Lockyer Detailed Business Case.

The alternative option proposes partial recommissioning of the Western Corridor Recycled Water Scheme. Growers will have access to water through a pipeline network connecting Atkinson Dam, Lake Clarendon, and Lake Dyer. This announcement is a significant step towards ensuring a sustainable water future for the agricultural sector in our regions.

Further, the SEQ city deal provides joint funding of \$40.5M from the Australian Government, Queensland Government and Council that will deliver targeted safety upgrades along the 89km Brisbane Valley Highway. This is a significant win for our region, and we look forward to engaging further with government agencies to see these improvements delivered for our community.

Matters of public interest – Cr Brieschke

Somerset Celebrates Art across the whole region, every weekend for the month of July. For more information please refer to Council's Experience Somerset Tourism website.

On Saturday, 22 July, The Condensery, Somerset Regional Art Gallery opens a new exhibition, 'The Good' by artist, Anna Louise Richardson at 2.00pm.
Toogoolawah State School will hold a major fundraising event Bull Boars and Beats, Pro Bull Ride commencing at 4.30 pm, on the school oval.

Sunday, 23 July will be the Somerset Rail Trail Classic, Fun Run - Lowood to Fernvale, Bike Run - Esk to Fernvale.

On Saturday, 29 July Qld Athletics will hold their Cross-Country State Championships at Toogoolawah Golf Club.

Sunday, 30 July, The Toogoolawah and District Baptist Church along with Upper Brisbane Valley Churches Working Together will hold a Commissioning Service at the former Catholic Church, Toogoolawah, commencing at 9.30 am.

Toogoolawah has been shocked at the announcement that the Toogoolawah Police Station could be closed or reduced to a Police Beat type service.

Members of the Toogoolawah community are asking why, when we have been asking for more Police Officers in our region, would the Queensland Police Service consider de-manning the Toogoolawah Police Station.

Toogoolawah services the outlying areas of Biarra, Ivory Creek, Harlin, Mt Beppo, Cressbrook and the Cooeimbardi districts.

The town has a Daycare Centre, Kindergarten, Primary School (200 students) and Secondary School (300 students), Aged Care Facility, Ambulance Centre, Fire Station, a Post Office that has taken on the role of most of the communities banking, a Pool, Gymnasium, Art Galleries, a Library, Picture Theatre and a thriving business centre that also boasts 3 hotels, motel, 2 rural stores, transport company, a light industrial area and school bus depot.

Two airfields close by are nestled in a primary production region comprising of cattle, feedlots, equine industries, cropping and dairy farms.

Toogoolawah also supports a regional Magistrates Court, QGAP service and DPI Office. With the Brisbane Valley Rail Trail and an increase in tourism, Toogoolawah is a busy country town.

As an outlying police station, Toogoolawah Police perform an integral role during times of disaster when the town is cut off and provide a vital service with major accidents along this busy section of the Brisbane Valley Highway.

As more people move to this town, we are seeing increased crime, social problems, homelessness, and domestic violence.

Toogoolawah as a regional centre will be disadvantaged by the lack of a Police Service based in the town.

Toogoolawah needs a local police presence to promote a safe environment and ensure the wellbeing of all residents.

I would like to appeal to the Queensland Government to retain and strengthen the Toogoolawah Police Service now and into the future.

Resolution

Moved – Cr Brieschke

Seconded – Cr Choat

“THAT Council write to the Minister for Police and Corrective Services and Minister for Fire and Emergency Services, Hon Mark Ryan MP, and the Queensland Police Commissioner, Katarina Carroll, requesting confirmation that the Toogoolawah Police Station will remain fully operational as a police officer-manned station both now and in the long term.”

Carried

Vote - Unanimous

Matters of public interest – Cr Gaedtke

Lions District is inviting community to their Open Day to road test Lions Camp Duckadang on Saturday 29 July between the hours of 10am -3pm. Everyone is welcome to road test the basketball, low ropes, ping pong, swimming pool, putt-putt, giant see saw, archery, 12m climbing wall and zip line. There will also be guided tours every 30 minutes.

Huge congratulations was offered on a well-earned third place in the eight and under boys division of the World Stars of Junior Golf Championship held in Las Vegas in June 2023.

A local identity and Regional Supervisor, North Coast Community Corrections was recognised in the King's Birthday 2023 Honours list and is one of three Queensland Corrective Services officers to receive the prestigious Australian Corrections Medal (ACM).

Matters of public interest – Cr Isidro

July

19 Borumba Hydro Community Consultation
21 Planning in times of a Disaster for Business
22 Stonehouse Heritage Open Day
22 Condensery Art Exhibition opening
23 Somerset Rail Trail Fun Run
24-27 Bush Councils Conference Goondiwindi
29 Kilcoy Rural Fire Operations Training Day

August

09 Council Meeting

Matters of public interest – Cr Choat

In support of Cr Brieschke's motion, I would like to say I am very disappointed in the proposed decision regarding policing in Toogoolawah. I find it very hard to believe that in this day and age, that a growing community could potentially have numbers reduced not increased.

Declarations of Interest

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

Subject:	Development Application No. 22272 Change Application (Minor Change) to Development Approval for Development Permit for Material Change of Use for Childcare Centre (Extension to Existing Centre)
File No:	DA22272
Assessment No:	01375-00000-000
Action Officer:	SP—MO

1.0 APPLICATION SUMMARY

Subject land

Location:	9-11 Park Street, Lowood
Real property description:	Lot 1 SP326802
Site area:	3291m ²
Current land use:	Childcare centre
Easements/encumbrances:	Nil identified

South East Queensland Regional Plan 2017

Land use category:	Urban footprint
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Planning scheme details

Planning scheme:	Somerset Region Planning Scheme (Version 4.2)
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Zone:	General residential zone
Precinct:	Not within a precinct
Overlays:	OM5 Catchment management overlay OM8 High impact activities management area overlay OM9 Infrastructure overlay

Application details

Development approval:	Extension to existing childcare (119 places)
Development proposal:	Extension to existing childcare (129 places)
Original approval date:	18 January 2023, Ordinary Meeting
Original category of assessment:	Impact assessment
Applicant details:	Queensland Child Care Service P/L ATF the Queensland Child Care Service Trust c/- Urbicus Pty Ltd 110 Kennedy Terrace PADDINGTON QLD 4064
Owner details:	Queensland Child Care Service Pty Ltd
Date application received:	19 May 2023

Referral agencies	None required
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Public notification	Required for original application
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RECOMMENDED DECISION

Approve the change application subject to the conditions and requirements contained in the schedules and attachments of this report.

2.0 BACKGROUND AND PROPOSAL

Council, at its Ordinary Meeting of 13 January 2023, approved Development Application No. 22272 for a Development Permit for Material Change of Use for Childcare Centre (Extension to Existing Centre), on land at 9-11 and 13 Park Street, Lowood, then described as Lot 12 SP234942 and Lot 1 RP32291.

As a result of the development approval, the land has been amalgamated to 9-11 Park Street, Lowood, formally described as Lot 1 SP326802.

The applicant now seeks to change the development approval to facilitate an additional 10 places by converting an existing ancillary building into an additional playroom. No additional gross floor area is proposed, with only internal fit out works required.

To accommodate the additional 10 children, the proposal has provided five additional parking spaces through the use of tandem parking bays. The tandem spaces will be provided for staff parking.

The change application has been accompanied by amended proposal plans, and an amended acoustic assessment report.

3.0 PLANNING LEGISLATION

The applicant has made a change application for a minor change in accordance with sections 78 and 79 of the *Planning Act 2016*. An application for a minor change is to be assessed and decided in accordance with sections 81 and 81A of the Act.

A minor change means a change that, for a development approval:

- (i) would not result in substantially different development; and

- (ii) if a development application for the development, including the change, were made when the change application is made would not cause:
 - (A) the inclusion of prohibited development in the application; or
 - (B) referral to a referral agency, other than to the chief executive, if there were no referral agencies for the development application; or
 - (C) referral to extra referral agencies, other than to the chief executive; or
 - (D) 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
- (iii) public notification if public notification was not required for the development application.

The proposed changes are considered to meet the test to a minor change, noting that the proposed change:

- (i) does not result in substantially different development, having respect to the guidance in the *Development Assessment Rules*;
- (ii) does not include prohibited development;
- (iii) does not require any additional referral agencies or additional referral matters;
- (iv) does not require additional public notification, as the original application required impact assessment.

4.0 ASSESSMENT OF REQUESTED CHANGES

All matters relating to the development's compliance with the relevant provisions of the planning scheme were addressed as part of the development approval. Approved plans/documents and development conditions contained in the schedules and attachments to the approval, other than those subject of this assessment, will remain unchanged.

4.1 Approved plans and condition 1.1

Current condition

1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.	At all times.
	Existing and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.01 Issue 4, dated 22/02/2022.	
	Proposed Ground Floor Plan Sheet 1, drawn by Neylan Architecture, reference 2124 DA.02 Issue 4, dated 22/02/2022.	
	Proposed Ground Floor Plan Sheet 2, drawn by Neylan Architecture, reference 2124 DA.03 Issue 4, dated 22/02/2022.	
	Proposed Roof Plan, drawn by Neylan Architecture, reference 2124 DA.04 Issue 4, dated 22/02/2022.	
	Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.05 Issue 3, dated 22/02/2022.	
	Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.06 Issue 4, dated 22/02/2022.	
	Proposed Sections, drawn by Neylan Architecture, reference 2124 DA.07 Issue 3, dated 22/02/2022.	
	Proposed Carpark Layout, drawn by Neylan Architecture, reference 2124 DA.08 Issue 3, dated 22/02/2022.	

	Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022.	
	Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	

Applicant request

The applicant has requested that condition 1.1, and the table of approved plans, be amended to reference the amended plan set.

Officer comments

The proposed change is a minor change and is recommended to be supported by officers. To give effect to the change, the condition and table of plans must be amended.

It is recommended that condition 1.1 be amended as follows, and that the table of approved plans be amended accordingly:

1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.	At all times.
	Cover and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.100 Issue A, dated 12/05/2023.	
	Existing and Demolition Site Plan, drawn by Neylan Architecture, reference 2124 DA.101 Issue A, dated 12/05/2023.	
	Existing and Demolition Floor Plan, drawn by Neylan Architecture, reference 2124 DA.102 Issue A, dated 12/05/2023.	
	Proposed Floor Plan, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.	
	Elevations and Sections, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.	
	Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.	
	Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	

4.2 Condition 1.5**Current condition**

1.5	The maximum number of places at the childcare centre is 119.	At all times.
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Applicant request

The applicant has requested that condition 1.5 be amended to increase the number of placements to 129.

Officer comment

The applicant proposes to increase the number of placements by 10, to a total of 129. The proposed increase in placements has been supported by the necessary noise assessment

and additional parking is provided. The increase in placements is therefore recommended to be supported.

It is recommended that condition 1.5 be amended as follows:

1.5	The maximum number of places at the childcare centre is 129.	At all times.
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4.3 Condition 2.21

Current condition

2.21	Provide on-site car parking for 22 vehicles in accordance with the approved plans, including one spaces for disabled persons in accordance with <i>Somerset Region Planning Scheme</i> . 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 Region Planning Scheme</i> .	As part of Operational Works.
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Applicant request

The applicant has requested that condition 2.21 be amended to reference 27 on-site parking spaces, including one space for disabled persons. The additional five spaces are provided as tandem spaces for staff usage.

Officer comment

The additional parking accords with the parking demand rates in the planning scheme. It is recommended that the proposed change be supported, subject to a further condition enforcing tandem parking spaces to be for staff use as shown on the approved plans.

It is recommended that condition 2.21 be amended, and new condition 2.22A be inserted, as follows:

2.21	Provide on-site car parking for 27 vehicles in accordance with the approved plans, including one spaces for disabled persons in accordance with <i>Somerset Region Planning Scheme</i> . 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 Region Planning Scheme</i> .	As part of Operational Works.
2.21A	Tandem parking shall be appropriately marked as staff parking only, as indicated on the approved plans.	Prior to commencement of use and to be maintained.

4.4 Conditions 3.6, 3.7 and 3.8

Current condition

	NOISE	
3.6	The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated	At all times.

	29 November 2022	
3.7	<p>Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the report Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022, specifically:</p> <ul style="list-style-type: none"> • 1.5 metre high acoustic barrier between the existing and proposed buildings • 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary • 1.2 metre high acoustic barrier along the northwestern boundary of the carpark • 1.9 metre high acoustic barrier along the northern carpark boundary • 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street. <p>The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0 kg/m².</p>	Prior to the commencement of use.
3.8	Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022.	Prior to the commencement of use.

Applicant request

The applicant has requested that conditions 3.6, 3.7 and 3.8 be amended to reference the Updated Noise Impact Assessment submitted to support the change application.

Officer comment

Council's environmental health officers have reviewed the amended report. The amended report is consistent with the approved noise impact assessment and appropriately mitigates noise impact associated with the proposed changes.

It is recommended that conditions 3.6, 3.7 and 3.8 be amended as follows:

	NOISE	
3.6	The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.	At all times.
3.7	<p>Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the approved Noise Impact Assessment report, specifically:</p> <ul style="list-style-type: none"> • 1.5 metre high acoustic barrier between the existing and proposed buildings 	Prior to the commencement of use.

	<ul style="list-style-type: none"> • 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary • 1.2 metre high acoustic barrier along the northwestern boundary of the carpark • 1.9 metre high acoustic barrier along the northern carpark boundary • 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street. <p>The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0 kg/m².</p>	
3.8	Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the approved Noise Impact Assessment report.	Prior to the commencement of use.

5.0 TRUNK INFRASTRUCTURE AND CHARGES

There were no trunk infrastructure requirements related to the development approval. An infrastructure charges notice was given with the development approval.

The changes requires an amended infrastructure charges notice to be given. The ancillary conversion of the building has an adopted charge that was not considered in the original development and does not attract a discount for an existing or previous use.

6.0 REFERRAL AGENCIES

The development application required referral to the State Assessment and Referral Agency. However, the *Planning Act 2016* provides that the State Assessment and Referral Agency is not an affected entity (i.e., a referral) for minor change applications.

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

7.0 PUBLIC NOTIFICATION

The original application was subject to impact assessment and required public notification.

The original application was subject to impact assessment and required public notification. During the notification period, Council received one submission. Council must consider any properly made submissions about the development application or another change application that was approved.

The proposed change is not considered to impact on the matters raised in the submission.

8.0 CONCLUSION

The proposed minor change seeks to increase the number of placements at the childcare centre by 10, from 119 to 129. The change incorporates sufficient acoustic attenuation strategies and appropriate car parking, and results in outcome consistent with the development approval.

The proposed changes to the approved development have been assessed against the intent of

the original approval. It is recommended that the application be approved, subject to the changes to the development conditions and approved plans contained within the schedules and attachments to this report.

10.0 ATTACHMENT

1. Cover and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.100 Issue A, dated 12/05/2023.
2. Existing and Demolition Site Plan, drawn by Neylan Architecture, reference 2124 DA.101 Issue A, dated 12/05/2023.
3. Existing and Demolition Floor Plan, drawn by Neylan Architecture, reference 2124 DA.102 Issue A, dated 12/05/2023.
4. Proposed Floor Plan, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.
5. Elevations and Sections, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.
6. Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.
7. Draft amended infrastructure charges notice

RECOMMENDED DECISION

THAT Council approve the Minor Change to Development Application No. 22272 for a Development Permit for Material Change of Use for Childcare Centre (Extension to Existing Centre) on land situated at 9-11 Park Street, Lowood, formally described as Lot 1 SP326802, 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	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.	At all times
	Existing and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.01 Issue 4, dated 22/02/2022.	
	Proposed Ground Floor Plan Sheet 1, drawn by Neylan Architecture, reference 2124 DA.02 Issue 4, dated 22/02/2022.	
	Proposed Ground Floor Plan Sheet 2, drawn by Neylan Architecture, reference 2124 DA.03 Issue 4, dated 22/02/2022.	
	Proposed Roof Plan, drawn by Neylan Architecture, reference 2124 DA.04 Issue 4, dated 22/02/2022.	
	Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.05 Issue 3, dated 22/02/2022.	
	Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.06 Issue 4, dated 22/02/2022.	
	Proposed Sections, drawn by Neylan Architecture, reference 2124 DA.07 Issue 3, dated 22/02/2022.	
	Proposed Carpark Layout, drawn by Neylan Architecture, reference 2124 DA.08 Issue 3, dated 22/02/2022.	
	Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29	

	November 2022.	
	Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	
1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval.	At all times.
	Cover and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.100 Issue A, dated 12/05/2023.	
	Existing and Demolition Site Plan, drawn by Neylan Architecture, reference 2124 DA.101 Issue A, dated 12/05/2023.	
	Existing and Demolition Floor Plan, drawn by Neylan Architecture, reference 2124 DA.102 Issue A, dated 12/05/2023.	
	Proposed Floor Plan, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.	
	Elevations and Sections, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.	
	Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.	
	Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times.
1.3	A legible copy of this development approval package is to be available on the premises.	At all times during the construction phase.
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Prior to the commencement of use.
1.5	The maximum number of places at the childcare centre is 119.	At all times.
1.5	The maximum number of places at the childcare centre is 129.	At all times.
1.6	Obtain building approval for the demolition or removal of any existing buildings on site necessary for the approved development to proceed.	Prior to commencement of demolition works.
1.7	Lot 12 SP234942 and Lot 1 RP32291 are to be amalgamated by Plan of Survey into one parcel. All associated survey	Prior to commencement of

	documentation shall be prepared at no cost to the Somerset Regional Council.	use.
1.8	Install street numbering conveniently located at the road frontage of the site. Ensure street numbers and any building names are prominently displayed at the road frontage of the site, to enable identification by emergency services.	Prior to commencement of use and to be maintained.
1.9	All buildings, structures, fittings, fixtures and grounds forming part of this development must be maintained: <ul style="list-style-type: none"> • In a serviceable condition; • In a state of good repair and efficient action; • In a clean, sanitary condition; • Free of accumulated disused materials; and • Free of vermin and pest infestations. 	At all times.
1.10	Any graffiti within the proposed development must be removed immediately.	At all times
1.11	All plant and air conditioning is to be visually screened from the street.	At all times.
1.12	Submit to Council for approval, a landscaping plan to detail landscaping within the landscaping area shown on the proposal plans. The landscaping should include a combination of trees, shrubs and ground covers, and be generally consistent with existing landscaping on the site.	Prior to commencement of building works
1.13	Provide landscaping as identified in the approved plans and documents.	Prior to commencement of use and to be maintained.
1.14	Protect all landscaped areas and pedestrian paths adjoining any car parking areas from vehicular encroachment by wheel stops, kerbing or similar barrier approved by the Council.	Prior to commencement of use and to be maintained.
1.15	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. <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.
1.16	All declared weeds and pests are to be removed from the subject land and kept clear of such nuisance varieties during the course of operations.	At all times.

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, roadworks, car parks, landscaping, clearing and stormwater drainage required as stated in the following conditions.	Prior to the commencement of Operational Work.
2.2	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Region Planning Scheme</i> .	At all times.
2.3	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions.	Prior to commencement of use.
2.4	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	At all times.
2.5	It is required that the design and construction of civil components of the Operational Work are to be certified by a Registered Professional Engineer Queensland (RPEQ), including: <ul style="list-style-type: none"> Plans and specifications must be prepared and certified with the Operational Work application. Certification that the works have been undertaken in accordance with the approved plans, specifications and to Council's requirements. 	As part of operational works.
SERVICES		
2.5	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. Where proposed allotments front existing overhead electricity or telecommunication service, these lots may connect direct to such service to the approval and requirements of the service provider. New property poles are not to be installed.	Prior to commencement of use.
2.6	The applicant must provide written evidence (e.g. connection certificate) from each particular service provider stating either that the development has been connected to applicable service.	Prior to commencement of use.
2.7	Electricity/telecommunication/water supply/sewer drawings must be co-ordinated with the civil engineering design details, to ensure that service clashes are avoided.	As part of Operational Works

	EARTHWORKS	
2.8	All earthworks to be constructed in accordance with AS3798. Fill material is to be placed, compacted, and tested by a suitably qualified inspection and testing organization.	At all times.
2.9	Contaminated material must not be used as fill on the site. Any filling must be undertaken using inert materials only.	At all times.
2.10	Any fill, cut and other stored material must be contained within properties comprising the development application. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).	At all times.
2.11	The foundation design of the proposed buildings must be certified by a Registered Professional Engineer of Queensland (RPEQ) for the proposed location. A copy of the certified foundation design is to be submitted to Council.	As part of Building Application for the childcare centre
	KERB AND CHANNEL	
2.12	Provide detailed design of kerb and channelling to be provided as part of this development application including levels, cross sections and pavement reinstatement works.	As part of Operational Works.
	FOOTPATHS	
2.13	Reinstate the footpath where required to be removed for stormwater installation. Footpath to be removed between existing joints and re-instated with 12mm dowels at 300mm centres.	As part of Operational Works
	VEHICLE ACCESS	
2.16	All vehicular access for development shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Region Planning Scheme</i> .	At all times.
2.17	The landowner is responsible for construction and maintenance of vehicular access for the property, from the road carriageway to property boundary in accordance with <i>Somerset Region Planning Scheme</i> .	At all times.
2.18	All vehicles shall enter and leave the site in a forward gear	At all times.
2.19	All manoeuvring areas shall enable access to a 6.4 vehicle in accordance with <i>Austroads</i> design manual.	As part of Operational Works.
2.20	Vehicles larger than a 6.4-metre vehicle are not permitted on the site.	At all times.
	CAR PARKING	
2.21	Provide on-site car parking for 22 vehicles in accordance	As part of

	with the approved plans, including one spaces for disabled persons in accordance with Somerset Region 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 Somerset Region Planning Scheme.	Operational Works.
2.21	Provide on-site car parking for 27 vehicles in accordance with the approved plans, including one spaces for disabled persons in accordance with <i>Somerset Region Planning Scheme</i> . 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 Region Planning Scheme</i> .	As part of Operational Works.
2.21A	Tandem parking shall be appropriately marked as staff parking only, as indicated on the approved plans.	Prior to commencement of use and to be maintained.
2.22	All pedestrian pathways shall be appropriately marked and signposted where they cross internal driveways.	Prior to commencement of use.
2.23	Construct and maintain the driveway, vehicle manoeuvring and parking areas of hard standing material such as concrete or bitumen in accordance with Australian Standards.	At all times.
	STORMWATER	
2.23	Ensure Stormwater drainage is delivered to a lawful point of discharge	At all times.
2.24	Stormwater drainage and flows are to have no increase in peak discharge immediately downstream of this development for a selected range of storm durations, and a selected range of AEP's up to the defined flood event.	At all times.
2.25	Stormwater Drainage and flows are to have no actionable nuisance effect on adjoining, upstream, or downstream landholders.	At all times.
2.26	Stormwater drainage and flows are to have no increase in flood levels on adjoining land that may damage or adversely affect the value or potential use of the land.	At all times.
2.27	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 Region</i>	As part of Operational Works.

	<i>Planning Scheme.</i>	
2.28	Stormwater Drainage shall be constructed in general accordance with the Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	As part of Operational Works.
	EROSION AND SEDIMENT CONTROL	
2.29	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. <p>Should the developer fail to complete the works determined by Council within the specified time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times.
2.30	Measures shall be applied to prevent site vehicles tracking sediment and other pollutants onto adjoining streets during the course of the project, and to prevent dust nuisance.	At all times
2.31	Prepare an Erosion and Sediment Control Plan designed by a Registered Professional Engineer Queensland (RPEQ). Implement all relevant sediment and erosion control measures and temporary fencing as identified on the approved engineering drawings as part of the operational works. All sediment control devices and sediment collection points shall be regularly monitored, sediment removed as necessary and devices maintained responsibly during construction and maintenance period of the development works.	As part of the lodgement of the Operational Works application
2.32	All wastes to be managed in accordance with the relevant legislation and regulations with regulated waste to be disposed of at a licensed facility and general solid waste to be disposed of at approved landfill sites with the contractor covering all costs incurred for the receipt and management of the waste.	At all times.
SCHEDULE 3 – ENVIRONMENTAL		
<i>Assessment Manager</i>		
No	Condition	Timing
	HOURS OF OPERATION	
3.1	The approved hours of operation for the childcare centre are 6am to 6pm Monday to Friday.	At all times.
	GENERAL	

3.2	Notwithstanding any other condition of this development approval, this development approval does not authorise any release of contaminants that causes, or is likely to cause, an environmental nuisance or harm beyond the boundaries of the development site.	At all times.
3.3	No change, replacement or operation of any plant or equipment is permitted if the change, replacement or operation of the plant or equipment increases, or is likely to substantially increase, the risk of environmental harm.	At all times.
3.4	The approved use shall not cause any adverse impact on the amenity of the neighbourhood by the emission of noise, vibration, odour, glare, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil or otherwise.	At all times.
	LIGHTING	
3.5	Light sources must be positioned and shielded, when necessary, to prevent light spillage causing a nuisance to any other premises outside the boundaries of the property to which this development permit relates.	At all times.
	NOISE	
3.6	The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022	At all times.
3.6	The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.	At all times.
3.7	<p>Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the report Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022, specifically:</p> <ul style="list-style-type: none"> 1.5 metre high acoustic barrier between the existing and proposed buildings 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary 1.2 metre high acoustic barrier along the northwestern boundary of the carpark 1.9 metre high acoustic barrier along the northern carpark boundary 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street. <p>The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0</p>	Prior to the commencement of use.

	kg/m ² .	
3.7	<p>Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the approved Noise Impact Assessment report, specifically:</p> <ul style="list-style-type: none"> • 1.5 metre high acoustic barrier between the existing and proposed buildings • 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary • 1.2 metre high acoustic barrier along the northwestern boundary of the carpark • 1.9 metre high acoustic barrier along the northern carpark boundary • 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street. <p>The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0 kg/m².</p>	Prior to the commencement of use.
3.8	Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022.	Prior to the commencement of use.
3.8	Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the approved Noise Impact Assessment report.	Prior to the commencement of use.
	WASTE	
3.9	<p>All general waste produced as part of the operation of the development must be disposed of through either:</p> <ul style="list-style-type: none"> (a) The number of standard waste services as determined by Council; or (b) A private agreement with a licensed waste disposal contractor through an exemption granted by Council. 	At all times.
3.10	The approval holder must provide an impervious, screened area which is drained as required by Council, where all refuse bins are placed.	At all times.
	SERVICING	
3.11	<p>Refuse collection and other loading and unloading activities occurs during the following period:</p> <ul style="list-style-type: none"> (a) 7.00am and 6.00pm Monday to Friday; and (b) 8.00am to 5.00pm Saturday and Sunday. 	At all times.
SCHEDULE 4 – REFERRAL AGENCY CONDITIONS		
Referral agency response given under section 56 of the <i>Planning Act 2016</i>		

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

4.1	Comply with the requirements of the referral agency response 2205-28617 SRA dated 3 June 2022 or as amended.	As indicated in the attached referral agency response.
4.2	Provide certification to Council from a suitably qualified person or the relevant agency demonstrating that the requirements of the referral agency response have been met.	Prior to commencement of the use.

SCHEDULE 5 – ADVICE

Assessment Manager

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

Currency Period - Pursuant to section 85 of the *Planning Act 2016* the approval will lapse if the first change of the use under the approval does not start within the currency period – being six (6) years starting the day the approval takes effect.

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

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

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*).

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

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

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

Construction hours are 6:30 am to 6:30 pm Monday to Saturday, with no work to be undertaken on Sundays or public holidays. Noise levels from construction work shall at all times comply with the requirements of the *Environmental Protection Act 1994*.

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".

No licensable food preparation activities are permitted under this approval unless the operator holds a current food business licence for the activity under the *Food Act 2006* or any superseding legislation as published from time to time.

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

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

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

The current Aboriginal Cultural Heritage Act 2003 should be adhered to.

The Act is administered by the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships. (DSDSATSIP).

The Aboriginal Cultural Heritage Act establishes a Duty of Care for Indigenous Cultural Heritage. This applies on all land and water, including freehold land. The Cultural Heritage Duty of Care lies with the person or entity conducting an activity.

Penalty proposing an activity that involves additional surface disturbance beyond that which has already occurred at the proposed site need to be mindful of the Cultural Heritage Duty of Care requirement.

Details on how to fulfil the Cultural Heritage Duty of Care are outlined in the Duty of Care Guidelines gazetted with the Act.

Council strongly advises that you contact DSDSATSIP's Cultural Heritage Coordination Unit to obtain a copy of the Duty of care Guidelines and further information on the responsibilities of proponents under the terms of the current Aboriginal Cultural Heritage Act."

Attachments for the Decision Notice include:

- Cover and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.100 Issue A, dated 12/05/2023.
- Existing and Demolition Site Plan, drawn by Neylan Architecture, reference 2124 DA.101 Issue A, dated 12/05/2023.
- Existing and Demolition Floor Plan, drawn by Neylan Architecture, reference 2124 DA.102 Issue A, dated 12/05/2023.
- Proposed Floor Plan, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.
- Elevations and Sections, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.
- Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.
- Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.
- State Assessment and Referral Agency response

Resolution

Moved – Cr Wendt

Seconded – Cr Isidro

“THAT Council approve the Minor Change to Development Application No. 22272 for a Development Permit for Material Change of Use for Childcare Centre (Extension to Existing Centre) on land situated at 9-11 Park Street, Lowood, formally described as Lot 1 SP326802, subject to the recommended conditions and requirements contained in the schedules and attachments to this report.

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>Existing and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.01 Issue 4, dated 22/02/2022.</p> <p>Proposed Ground Floor Plan Sheet 1, drawn by Neylan Architecture, reference 2124 DA.02 Issue 4, dated 22/02/2022.</p> <p>Proposed Ground Floor Plan Sheet 2, drawn by Neylan Architecture, reference 2124 DA.03 Issue 4, dated 22/02/2022.</p> <p>Proposed Roof Plan, drawn by Neylan Architecture, reference 2124 DA.04 Issue 4, dated 22/02/2022.</p> <p>Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.05 Issue 3, dated 22/02/2022.</p> <p>Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.06 Issue 4, dated 22/02/2022.</p> <p>Proposed Sections, drawn by Neylan Architecture, reference 2124 DA.07 Issue 3, dated 22/02/2022.</p> <p>Proposed Carpark Layout, drawn by Neylan Architecture, reference 2124 DA.08 Issue 3, dated 22/02/2022.</p> <p>Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022.</p>	At all times

	Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	
1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these conditions of approval. Cover and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.100 Issue A, dated 12/05/2023. Existing and Demolition Site Plan, drawn by Neylan Architecture, reference 2124 DA.101 Issue A, dated 12/05/2023. Existing and Demolition Floor Plan, drawn by Neylan Architecture, reference 2124 DA.102 Issue A, dated 12/05/2023. Proposed Floor Plan, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023. Elevations and Sections, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023. Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023. Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	At all times.
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times.
1.3	A legible copy of this development approval package is to be available on the premises.	At all times during the construction phase.
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Prior to the commencement of use.
1.5	The maximum number of places at the childcare centre is 119.	At all times.
1.5	The maximum number of places at the childcare centre is 129.	At all times.
1.6	Obtain building approval for the demolition or removal of any existing buildings on site necessary for the approved development to proceed.	Prior to commencement of demolition works.
1.7	Lot 12 SP234942 and Lot 1 RP32291 are to be amalgamated by Plan of Survey into one parcel. All associated survey documentation shall be prepared at no cost to the Somerset	Prior to commencement of use.

	Regional Council.	
1.8	Install street numbering conveniently located at the road frontage of the site. Ensure street numbers and any building names are prominently displayed at the road frontage of the site, to enable identification by emergency services.	Prior to commencement of use and to be maintained.
1.9	All buildings, structures, fittings, fixtures and grounds forming part of this development must be maintained: <ul style="list-style-type: none"> • In a serviceable condition; • In a state of good repair and efficient action; • In a clean, sanitary condition; • Free of accumulated disused materials; and • Free of vermin and pest infestations. 	At all times.
1.10	Any graffiti within the proposed development must be removed immediately.	At all times
1.11	All plant and air conditioning is to be visually screened from the street.	At all times.
1.12	Submit to Council for approval, a landscaping plan to detail landscaping within the landscaping area shown on the proposal plans. The landscaping should include a combination of trees, shrubs and ground covers, and be generally consistent with existing landscaping on the site.	Prior to commencement of building works
1.13	Provide landscaping as identified in the approved plans and documents.	Prior to commencement of use and to be maintained.
1.14	Protect all landscaped areas and pedestrian paths adjoining any car parking areas from vehicular encroachment by wheel stops, kerbing or similar barrier approved by the Council.	Prior to commencement of use and to be maintained.
1.15	Where vegetation is removed, the vegetation waste shall be disposed of by: <ul style="list-style-type: none"> iv) Milling; v) Chipping and/or mulching vi) Disposal at an approved waste disposal facility. <p>No incineration of vegetation or waste will be permitted at the site. Waste other than vegetation waste, generated as a result of the operations shall be disposed of to an approved disposal facility.</p>	At all times.
1.16	All declared weeds and pests are to be removed from the subject land and kept clear of such nuisance varieties during the course of operations.	At all times.

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, roadworks, car parks, landscaping, clearing and stormwater drainage required as stated in the following conditions.	Prior to the commencement of Operational Work.
2.2	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Region Planning Scheme</i> .	At all times.
2.3	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions.	Prior to commencement of use.
2.4	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	At all times.
2.5	It is required that the design and construction of civil components of the Operational Work are to be certified by a Registered Professional Engineer Queensland (RPEQ), including: <ul style="list-style-type: none"> Plans and specifications must be prepared and certified with the Operational Work application. Certification that the works have been undertaken in accordance with the approved plans, specifications and to Council's requirements. 	As part of operational works.
SERVICES		
2.5	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. Where proposed allotments front existing overhead electricity or telecommunication service, these lots may connect direct to such service to the approval and requirements of the service provider. New property poles are not to be installed.	Prior to commencement of use.
2.6	The applicant must provide written evidence (e.g. connection certificate) from each particular service provider stating either that the development has been connected to applicable service.	Prior to commencement of use.
2.7	Electricity/telecommunication/water supply/sewer drawings must be co-ordinated with the civil engineering design details, to ensure that service clashes are avoided.	As part of Operational Works

	EARTHWORKS	
2.8	All earthworks to be constructed in accordance with AS3798. Fill material is to be placed, compacted, and tested by a suitably qualified inspection and testing organization.	At all times.
2.9	Contaminated material must not be used as fill on the site. Any filling must be undertaken using inert materials only.	At all times.
2.10	Any fill, cut and other stored material must be contained within properties comprising the development application. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).	At all times.
2.11	The foundation design of the proposed buildings must be certified by a Registered Professional Engineer of Queensland (RPEQ) for the proposed location. A copy of the certified foundation design is to be submitted to Council.	As part of Building Application for the childcare centre
	KERB AND CHANNEL	
2.12	Provide detailed design of kerb and channelling to be provided as part of this development application including levels, cross sections and pavement reinstatement works.	As part of Operational Works.
	FOOTPATHS	
2.13	Reinstate the footpath where required to be removed for stormwater installation. Footpath to be removed between existing joints and re-instated with 12mm dowels at 300mm centres.	As part of Operational Works
	VEHICLE ACCESS	
2.16	All vehicular access for development shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Region Planning Scheme</i> .	At all times.
2.17	The landowner is responsible for construction and maintenance of vehicular access for the property, from the road carriageway to property boundary in accordance with <i>Somerset Region Planning Scheme</i> .	At all times.
2.18	All vehicles shall enter and leave the site in a forward gear	At all times.
2.19	All manoeuvring areas shall enable access to a 6.4 vehicle in accordance with <i>Austroads</i> design manual.	As part of Operational Works.
2.20	Vehicles larger than a 6.4-metre vehicle are not permitted on the site.	At all times.
	CAR PARKING	
2.21	Provide on-site car parking for 22 vehicles in accordance	As part of

	with the approved plans, including one spaces for disabled persons in accordance with Somerset Region 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 Somerset Region Planning Scheme.	Operational Works.
2.21	Provide on-site car parking for 27 vehicles in accordance with the approved plans, including one spaces for disabled persons in accordance with <i>Somerset Region Planning Scheme</i> . 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 Region Planning Scheme</i> .	As part of Operational Works.
2.21A	Tandem parking shall be appropriately marked as staff parking only, as indicated on the approved plans.	Prior to commencement of use and to be maintained.
2.22	All pedestrian pathways shall be appropriately marked and signposted where they cross internal driveways.	Prior to commencement of use.
2.23	Construct and maintain the driveway, vehicle manoeuvring and parking areas of hard standing material such as concrete or bitumen in accordance with Australian Standards.	At all times.
	STORMWATER	
2.23	Ensure Stormwater drainage is delivered to a lawful point of discharge	At all times.
2.24	Stormwater drainage and flows are to have no increase in peak discharge immediately downstream of this development for a selected range of storm durations, and a selected range of AEP's up to the defined flood event.	At all times.
2.25	Stormwater Drainage and flows are to have no actionable nuisance effect on adjoining, upstream, or downstream landholders.	At all times.
2.26	Stormwater drainage and flows are to have no increase in flood levels on adjoining land that may damage or adversely affect the value or potential use of the land.	At all times.
2.27	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 Region</i>	As part of Operational Works.

	<i>Planning Scheme.</i>	
2.28	Stormwater Drainage shall be constructed in general accordance with the Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	As part of Operational Works.
	EROSION AND SEDIMENT CONTROL	
2.29	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. <p>Should the developer fail to complete the works determined by Council within the specified time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times.
2.30	Measures shall be applied to prevent site vehicles tracking sediment and other pollutants onto adjoining streets during the course of the project, and to prevent dust nuisance.	At all times
2.31	Prepare an Erosion and Sediment Control Plan designed by a Registered Professional Engineer Queensland (RPEQ). Implement all relevant sediment and erosion control measures and temporary fencing as identified on the approved engineering drawings as part of the operational works. All sediment control devices and sediment collection points shall be regularly monitored, sediment removed as necessary and devices maintained responsibly during construction and maintenance period of the development works.	As part of the lodgement of the Operational Works application
2.32	All wastes to be managed in accordance with the relevant legislation and regulations with regulated waste to be disposed of at a licensed facility and general solid waste to be disposed of at approved landfill sites with the contractor covering all costs incurred for the receipt and management of the waste.	At all times.
SCHEDULE 3 – ENVIRONMENTAL		
<i>Assessment Manager</i>		
No	Condition	Timing
	HOURS OF OPERATION	
3.1	The approved hours of operation for the childcare centre are 6am to 6pm Monday to Friday.	At all times.
	GENERAL	

3.2	Notwithstanding any other condition of this development approval, this development approval does not authorise any release of contaminants that causes, or is likely to cause, an environmental nuisance or harm beyond the boundaries of the development site.	At all times.
3.3	No change, replacement or operation of any plant or equipment is permitted if the change, replacement or operation of the plant or equipment increases, or is likely to substantially increase, the risk of environmental harm.	At all times.
3.4	The approved use shall not cause any adverse impact on the amenity of the neighbourhood by the emission of noise, vibration, odour, glare, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil or otherwise.	At all times.
	LIGHTING	
3.5	Light sources must be positioned and shielded, when necessary, to prevent light spillage causing a nuisance to any other premises outside the boundaries of the property to which this development permit relates.	At all times.
	NOISE	
3.6	The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022	At all times.
3.6	The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.	At all times.
3.7	<p>Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the report Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022, specifically:</p> <ul style="list-style-type: none"> 1.5 metre high acoustic barrier between the existing and proposed buildings 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary 1.2 metre high acoustic barrier along the northwestern boundary of the carpark 1.9 metre high acoustic barrier along the northern carpark boundary 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street. <p>The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0</p>	Prior to the commencement of use.

	kg/m ² .	
3.7	<p>Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the approved Noise Impact Assessment report, specifically:</p> <ul style="list-style-type: none"> • 1.5 metre high acoustic barrier between the existing and proposed buildings • 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary • 1.2 metre high acoustic barrier along the northwestern boundary of the carpark • 1.9 metre high acoustic barrier along the northern carpark boundary • 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street. <p>The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0 kg/m².</p>	Prior to the commencement of use.
3.8	Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022.	Prior to the commencement of use.
3.8	Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the approved Noise Impact Assessment report.	Prior to the commencement of use.
	WASTE	
3.9	<p>All general waste produced as part of the operation of the development must be disposed of through either:</p> <ul style="list-style-type: none"> (c) The number of standard waste services as determined by Council; or (d) A private agreement with a licensed waste disposal contractor through an exemption granted by Council. 	At all times.
3.10	The approval holder must provide an impervious, screened area which is drained as required by Council, where all refuse bins are placed.	At all times.
	SERVICING	
3.11	<p>Refuse collection and other loading and unloading activities occurs during the following period:</p> <ul style="list-style-type: none"> (c) 7.00am and 6.00pm Monday to Friday; and (d) 8.00am to 5.00pm Saturday and Sunday. 	At all times.
SCHEDULE 4 – REFERRAL AGENCY CONDITIONS		
Referral agency response given under section 56 of the <i>Planning Act 2016</i>		

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

4.1	Comply with the requirements of the referral agency response 2205-28617 SRA dated 3 June 2022 or as amended.	As indicated in the attached referral agency response.
4.2	Provide certification to Council from a suitably qualified person or the relevant agency demonstrating that the requirements of the referral agency response have been met.	Prior to commencement of the use.

SCHEDULE 5 – ADVICE

Assessment Manager

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

Currency Period - Pursuant to section 85 of the *Planning Act 2016* the approval will lapse if the first change of the use under the approval does not start within the currency period – being six (6) years starting the day the approval takes effect.

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

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

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*).

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

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

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

Construction hours are 6:30 am to 6:30 pm Monday to Saturday, with no work to be undertaken on Sundays or public holidays. Noise levels from construction work shall at all times comply with the requirements of the *Environmental Protection Act 1994*.

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".

No licensable food preparation activities are permitted under this approval unless the operator holds a current food business licence for the activity under the *Food Act 2006* or any superseding legislation as published from time to time.

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

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

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

The current Aboriginal Cultural Heritage Act 2003 should be adhered to.

The Act is administered by the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships. (DSDSATSIP).

The Aboriginal Cultural Heritage Act establishes a Duty of Care for Indigenous Cultural Heritage. This applies on all land and water, including freehold land. The Cultural Heritage Duty of Care lies with the person or entity conducting an activity.

Penalty proposing an activity that involves additional surface disturbance beyond that which has already occurred at the proposed site need to be mindful of the Cultural Heritage Duty of Care requirement.

Details on how to fulfil the Cultural Heritage Duty of Care are outlined in the Duty of Care Guidelines gazetted with the Act.

Council strongly advises that you contact DSDSATSIP's Cultural Heritage Coordination Unit to obtain a copy of the Duty of care Guidelines and further information on the responsibilities of proponents under the terms of the current Aboriginal Cultural Heritage Act."

Carried

Vote - Unanimous

Subject:	Prescribed Activity – Kilcoy Christmas Carnival 2023
File:	Environmental Management – Reports - Environmental Health Reports
Action Officer:	EHO-DB

Background/Summary

Council has received an application (doc:1521278) from the Kilcoy Residents Special Events Association Inc. to hold a public place activity, specifically a Christmas Street Carnival, on the corner of William Street and Seib Street in Kilcoy. The carnival is proposed for Saturday 2 December 2023. Setup would start at 10am, with the event operating from 5pm until 9pm. Pack-up and dismantling would take place from 10pm until 11pm.

The applicant has advised that 800 persons are expected to attend the event. Entertainment will be provided in the form of amusement rides, performances from local schools and a Santa visit. Food will be provided by mobile food vans. No alcohol will be served at the event.

The applicant requests approval to close Seib Street from the corner of William Street to the corner of McCauley Street in Kilcoy. The applicant is required to make an application to Council and the Kilcoy Police for consideration for any temporary road closures.

The applicant has advised that a fireworks display at 8:10pm and situated at ANZAC park along the creek. Emergency Services will be notified of the fireworks display. The Kilcoy Fire Brigade will be at the event with the truck and volunteers on duty.

The applicant has requested assistance from Council through the supply of the following equipment:

- 15 wheelie bins.
- Hang a banner at the bus stop area at corner of William Street and Seib Street.

It is noted that a Christmas Street carnival was approved by Council to operate at this location for a number of years.

Operations Department Assessment

Subject to Council approving the proposed event, the applicant will be required to make application to Council and the Queensland Police Service for the temporary closure of the corner of William Street and along Seib Street to Mc Cauley Street. The applicant is to submit to Council a traffic management plan for approval.

It should be noted that Council's Operation Department:

- Will provide up 5 wheelie bins free of charge to community groups with extra bins costing \$5 per bin up a maximum of 20 bins.
- Does not provide disposable items, as per previous Council decision, such as road signs, bollards, witches hats and barrier mesh.

Local Law Assessment of Application

Council regulates this activity through *Local Law No.1 (Administration) 2011*, and *Subordinate Local Law 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011*.

Under section 9 of *Local Law No. 1 (Administration) 2011*, Council may grant an approval for an application for undertaking regulated activities on local government-controlled areas and roads only if it is satisfied that:

Criteria – LL, section 9(1)(a)	If the prescribed activity requires a separate approval under an Act, a law of the Commonwealth or the local government's planning scheme - the separate approval has been granted; and
Officer Comment	<p>The applicant is required to make an application to Council and the Police Department for consideration for any temporary road closures.</p> <p>All licensable food businesses will be required to provide current Food Licence certificates prior to being confirmed as stall holders at the event. The applicant has advised that no alcohol will be served at the event, therefore a liquor licence will not be required.</p>
Criteria – LL, section 9(1)(b)	The proposed operation and management of the prescribed activity is adequate to protect public health, safety and amenity and prevent environmental harm; and
Officer Comment	<p>The applicant will provide additional lighting towers so as to light the event area.</p> <p>As part of the road closure approval process, the applicant will be required to submit a traffic management plan for council approval.</p> <p>If approved, conditions of approval will require the applicant to provide copies of the following to Council:</p> <ul style="list-style-type: none"> • an engineer's inspection report for each ride; and • a Certificate of Registrable Plant for each ride; and • a Certificate of Currency for Public Liability Insurance for each ride operator. <p>Issues relating to amenity and environmental nuisance will be addressed below.</p>
Criteria – LL, section 9(1)(c)	If the prescribed activity is the commercial use of a local government controlled area or road - the grant of the approval is consistent with the objective of the local government of restriction of the commercial use of local government controlled areas and roads, where such activities are permitted, in recognition of the fact that the activities may otherwise enjoy an unfair commercial advantage over competitive activities conducted from fixed premises in the local government area for which rates and other charges are paid, and to which planning and other regulatory legislation applies;
Officer Comment	The applicant has advised that all affected businesses and residences have been approached, with no objections to the activity being received.
Criteria – LL, section 9(1)(d)	The proposed operation and management of the prescribed activity would be consistent with any additional criteria prescribed for the activity under a subordinate local law for this paragraph; and
Officer Comment	<i>Subordinate Local Law 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011</i> prescribes criteria for the proposed activity. An assessment against that criterion is provided below.
Criteria – LL, section 9(1)(e)	The grant of the approval would be consistent with the purpose of any relevant local law; and
Officer	The approval would be generally consistent with Council's Local Laws.

Comment	
Criteria – LL, section 9(1)(f)	If the application relates to trust land - the grant of the approval would be consistent with the terms and conditions of the trust; and
Officer Comment	The event will be held on a Council controlled road and the proposed use is generally consistent with the terms and conditions of the trust.
Criteria – LL, section 9(1)(g)	If the application relates to a prescribed activity mentioned in section 5(b) - the grant of the approval would be consistent with any requirements or criteria specified in the relevant <i>Local Government Act</i> in relation to the approval.
Officer Comment	Not applicable.
Criteria – SLL, section 4(1)	The prescribed activity for which the approval is sought must not unduly interfere with the proper use of the local government-controlled area or road.
Officer Comment	No significant disruption is expected to the normal use of William Street (D'Aguilar Highway). The applicant is required to make an application to Council and the Police Department for consideration for any temporary road closures. In addition to closing the corner of William Street and along Seib Street to McCauley Street. The applicant will be required to submit a traffic management plan to Council for approval prior to the event.
Criteria – SLL, section 4(2)	There must be a public demand for the prescribed activity in respect of which the approval is sought.
Officer Comment	Kilcoy Residents Special Events Assn Inc. have advised that all affected businesses and residences have been approached, with no objections to the activity being received.
Criteria – SLL, section 4(3)	The physical characteristics of the local government-controlled area or road must be suitable for the prescribed activity.
Officer Comment	The area intended for use is suitable for the purposes of a street festival. The road is sealed and gently sloping to the east. Adequate space is available to accommodate the various rides, amusements, and food stalls, including the expected number of attendees at the event.
Criteria – SLL, section 4(4)	The prescribed activity must not cause nuisance, inconvenience, or annoyance to – (a) The occupier of any land which adjoins the location of the prescribed activity; or (b) Vehicular traffic; or (c) Pedestrian traffic.
Officer Comment	Amplified entertainment will be provided on-stage during the event. This entertainment will last from 5pm until 9pm. No amplified sound will be produced after 9pm. A condition of approval will require that no nuisance, as defined by the <i>Environmental Protection Act 1994</i> , is caused by the event. Vehicular and pedestrian traffic are not expected to be inconvenienced by the event. No significant disruption is expected to the normal use of William Street (D'Aguilar Highway). The applicant will be required to submit a traffic management plan to Council for approval prior to the event.
Criteria –	The prescribed activity must not have a detrimental effect on the

SLL, section 4(5)	amenity of the surrounding area.
Officer Comment	<p>It is unlikely that the proposed event will unreasonably detract from the amenity of the surrounding area.</p> <p>Conditions of approval would require the applicant to not cause a nuisance as defined in the <i>Environmental Protection Act 1994</i>, and to ensure the area is left in a tidy condition after the event has concluded.</p>
Criteria – SLL, section 4(8)	<p>If the prescribed activity is the holding of a public place activity on a local government-controlled area or road –</p> <p>(a) The undertaking of the prescribed activity must not generate significant noise, dust, or light pollution or other significantly adverse effects on the surrounding area; and</p> <p>(b) There must be enough toilets and sanitary conveniences, complying with standards and requirements imposed by the local government, for the use of the public; and</p> <p>(c) Adequate provision must exist for the disposal of waste generated by the undertaking of the prescribed activity; and</p> <p>(d) Adequate provision must exist for people and (if relevant) vehicles to enter and leave the site of the prescribed activity.</p>
Officer Comment	<p>(a) Noise – noise is likely to be generated through the operation of rides and the amusements throughout the night. In particular, on-stage performances will produce amplified sound from 1pm until 9pm. Noise nuisance will be appropriately conditioned if the event is approved.</p> <p>Dust – No dust nuisance is expected for this event.</p> <p>Light – Additional lighting will be provided for public safety. The applicant will be responsible for positioning this lighting in such a way that does not cause a light nuisance. Light nuisance is considered environmental nuisance and will be appropriately conditioned if the event is approved.</p> <p>(b) Required numbers for toilets and sanitary conveniences will be conditioned if the event is approved.</p> <p>(c) The applicant has requested that Council provide 15 wheelie bins for use during the event. A requirement for adequate waste facilities will be conditioned if the event is approved.</p> <p>(d) A condition of approval would require a traffic management plan, including a traffic guidance scheme, to be forwarded to Council for approval in advance of the event.</p>

Attachments

Site plans provided by the applicant.

Recommendation

THAT Council approve the application to hold a public place activity, subject to the conditions listed below:

No.	CONDITIONS
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1.0	ENVIRONMENTAL/ LOCAL LAW																							
1.1	The approval is limited to the corner of William Street and along Seib Street to McCauley Street in Kilcoy, as identified on the approved site plan.																							
1.2	The approval is limited to operation on Saturday 2 December 2023 between the hours of 5pm and 9pm. Setup for the event may commence at 10am and clean-up must be completed by 11pm.																							
1.3	The approval holder must: <ul style="list-style-type: none">• Display the approval in the manner, and at the locations, specified by the local government; and• Produce the approval for inspection by an authorised person on demand.																							
1.4	The activity must not create a traffic nuisance or increase an existing traffic nuisance or detrimentally affect the efficiency of the road network in which the activity is undertaken.																							
1.5	The activity must not unreasonably detract from the amenity of the area in which the event is located.																							
1.6	The activity must not create a safety risk.																							
1.7	All buildings, structures, vehicles, facilities or equipment used in the operation of the event must be maintained at all times: <ul style="list-style-type: none">• In good working order; and• In good state of repair; and• In a clean and sanitary condition.																							
1.8	The approval holder must provide and maintain the following number of toilets and sanitary conveniences: <table><tr><td></td><td colspan="3">Males</td><td colspan="2">Females</td></tr><tr><td>Patrons</td><td>WC</td><td>Urinals</td><td>Hand Basins</td><td>WC</td><td>Hand</td></tr><tr><td><1000</td><td>2</td><td>4</td><td>4</td><td>9</td><td>4</td></tr></table>							Males			Females		Patrons	WC	Urinals	Hand Basins	WC	Hand	<1000	2	4	4	9	4
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1.9	The approval holder must ensure sufficient lighting and illumination is provided throughout the event area.																							
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1.11	The approval holder must ensure that a food licence issued under the <i>Food Act 2006</i> is obtained (to the extent that it is required) by any entities selling food at the event.																							
1.12	The approval holder must keep and maintain in and about the event area, adequate waste disposal facilities; for example, bins, that are to be serviced by an appropriately licensed waste contractor.																							
1.13	The approval holder must ensure that all litter and debris is collected and appropriately disposed of following the closure of the event.																							
1.14	The approval holder must maintain insurance that is applicable to the activity including without limitation, a public liability insurance policy which provides indemnity for each individual occurrence in an amount not less than \$20,000,000. The insurance certificate must cover the permit holder and the Somerset Regional Council against any claims whatsoever arising from the operation of the event. A certificate of currency must list Somerset Regional Council as an interested party and must be submitted to Council by 5pm on the 1 November 2023.																							
1.15	The permit holder must indemnify and keep indemnified, the Somerset Regional Council, their officers, employees and agents (the indemnified) against any or all losses suffered or incurred (except to the extent that any losses are caused through the negligent act or omission of the indemnified) in connection with the erection, existence or operation of the works or activities, the subject of this approval. "Losses" include liabilities, losses, damages, expenses and costs (including legal costs on a full indemnity basis and whether incurred or awarded) of any kind or nature, whether arising in contract or tort (including, but not limited to, negligence) or under a statute; and also include loss or profits, loss of revenue, loss of anticipated																							

	saving, loss of opportunity, pure economic loss and loss of data any other consequential special or indirect loss or damage.
1.16	The approval holder must obtain, view and take a copy of an engineer's inspection report for each ride. A copy of the report is to be provided to Council no later than 3 November 2023.
1.17	The approval holder must ensure that each amusement ride operator supplies a Certificate of Registrable Plant for each ride, issued through Workplace Health and Safety Queensland. A copy of each certificate must be provided to Council no later than 5pm on the 1 November 2023.
1.18	The approval holder must also receive a Certificate of Currency for Public Liability Insurance for each ride operator. A copy of each certificate must be provided to Council no later than 5pm on the 1 November 2023.
2.0	OPERATIONS
2.1	A temporary road closure permit is to be obtained from the Queensland Police Department for the temporary road closure. A copy of the permit must be provided to Council before the commencement of the event.
2.2	A traffic management plan, including a traffic guidance scheme, must be submitted to Council for approval no later than 5pm on the 1 November 2023.
2.3	The approval holder must maintain all toilets and sanitary conveniences in a clean and sanitary condition, including the cleaning and servicing of toilets at Anzac Park. The approval holder must contact Council's Superintendent of Parks and Gardens on 5424 4000 to arrange access to required areas.
3.0	Fireworks Display
3.1	Written approval should be obtained from the Department of Mines and Energy should any pyrotechnic display be proposed as part of the event.
3.2	A licenced technician must conduct all fireworks displays and any conditions attached to the approval, given by the Department of Mines and Energy. Provide Council a copy of the fireworks display approval and conditions no later than 5pm on the 1 November 2023.
3.3	Written approval must be obtained from the Department of Environment and Science should any pyrotechnic display be proposed as part of the event, with specific reference to the Flying Fox Roost Adjacent to the event site. The written advice from the Department of Environment and Science for the approval should be submitted to Council by conditions no later than 5pm on the 1 November 2023.
3.4	The approval holder must also receive a Certificate of Currency for Public Liability Insurance that covers the fireworks display. A copy of each certificate must be provided to Council no later than 5pm on the 1 November 2023.

Resolution

Moved – Cr Gaedtke

Seconded – Cr Brieschke

"THAT Council approve the application to hold a public place activity, subject to the conditions listed below:

No.	CONDITIONS
1.0	ENVIRONMENTAL/ LOCAL LAW
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1.3	The approval holder must:

	<ul style="list-style-type: none">• Display the approval in the manner, and at the locations, specified by the local government; and• Produce the approval for inspection by an authorised person on demand.																		
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1.14	The approval holder must maintain insurance that is applicable to the activity including without limitation, a public liability insurance policy which provides indemnity for each individual occurrence in an amount not less than \$20,000,000. The insurance certificate must cover the permit holder and the Somerset Regional Council against any claims whatsoever arising from the operation of the event. A certificate of currency must list Somerset Regional Council as an interested party and must be submitted to Council by 5pm on the 1 November 2023.																		
1.15	The permit holder must indemnify and keep indemnified, the Somerset Regional Council, their officers, employees and agents (the indemnified) against any or all losses suffered or incurred (except to the extent that any losses are caused through the negligent act or omission of the indemnified) in connection with the erection, existence or operation of the works or activities, the subject of this approval. “Losses” include liabilities, losses, damages, expenses and costs (including legal costs on a full indemnity basis and whether incurred or awarded) of any kind or nature, whether arising in contract or tort (including, but not limited to, negligence) or under a statute; and also include loss or profits, loss of revenue, loss of anticipated saving, loss of opportunity, pure economic loss and loss of data any other consequential special or indirect loss or damage.																		
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3.1	Written approval should be obtained from the Department of Mines and Energy should any pyrotechnic display be proposed as part of the event.
3.2	A licenced technician must conduct all fireworks displays and any conditions attached to the approval, given by the Department of Mines and Energy. Provide Council a copy of the fireworks display approval and conditions no later than 5pm on the 1 November 2023.
3.3	Written approval must be obtained from the Department of Environment and Science should any pyrotechnic display be proposed as part of the event, with specific reference to the Flying Fox Roost Adjacent to the event site. The written advice from the Department of Environment and Science for the approval should be submitted to Council by conditions no later than 5pm on the 1 November 2023.
3.4	The approval holder must also receive a Certificate of Currency for Public Liability Insurance that covers the fireworks display. A copy of each certificate must be provided to Council no later than 5pm on the 1 November 2023.
	<i>Carried</i> <i>Vote - Unanimous</i>

Subject: Planning and Development Department Monthly Report – June 2023
File Ref: Governance – Reporting - Officer Reports
Action Officer: DPAD, ESM, SP, NRMO

Report

A summary of the Department's activities during the month of June 2023 is provided for Council's information.

Planning Development Applications

A total of twenty (20) development applications were received in June 2023.

Assessment Type	May 2022	June 2022	May 2023	June 2023
Building Works assessable against the Planning Scheme	15	10	10	8
Material Change of Use	11	15	2	2
Reconfiguring a Lot	3	1	2	6
Operational Works	2	-	3	2

Combined Applications	-	1	-	2
Total	31	27	17	20

The list of applications received is provided in Appendix 1.

A total of seventeen (17) development applications were decided in June 2023.

Approved/Refused	May 2022	June 2022	May 2023	June 2023
Refused - Council	-	-	1	1
Refused - Delegated Authority	-	-	-	-
Approved - Council	5	12	3	4
Approved - Delegated Authority	25	24	22	12
Total	30	36	26	17

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

Planning Compliance Matters

Non-compliant planning / land use activities under investigation in this period include but are not limited to:

- o Function Facilities
- o Animal Keeping
- o Workshops / Vehicle Sales
- o Transport Depot
- o Vegetation Clearing.

Activities located in Esk, Mount Tarampa, Toogoolawah, Wanora, Coal Creek, Winya, Glamorgan Vale, Clarendon, Fernvale, Royston, Sandy Creek, Villeneuve.

Building Development Approvals

A total of fifty-seven (57) building approvals were issued in the region for June 2023.

Assessment Type: Building Works

Status	May 2022	June 2022	May 2023	June 2023
Accepted Applications	82	78	69	73
Approved - Council	8	10	4	6
Approved - Private Certifier	43	63	63	51

The list of applications approved is provided in Appendix 2.

Building Compliance Matters

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

June 2023:

Unapproved building works in Mount Beppo and Sandy Creek.

Unlawful use of buildings or structures at Toogoolawah.



Plumbing Compliance Permits and Inspections

A total of nineteen (19) plumbing and drainage approvals were issued in the region for June 2023.

Assessment Type: Plumbing Approval

Status	May 2022	June 2022	May 2023	June 2023
Approved	31	14	40	19
Info Request	10	14	3	1
Total	41	28	43	20
Plumbing Inspections	86	106	128	112

The list of applications approved is provided in Appendix 3.

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 Mid-Brisbane (Black Snake Creek Catchment). Twenty-one eligible properties in the Glamorgan Vale area were sent invitations to apply for an upgrade subsidy; eight of which have volunteered for an inspection, with six inspections resulting in the allocation of funding.

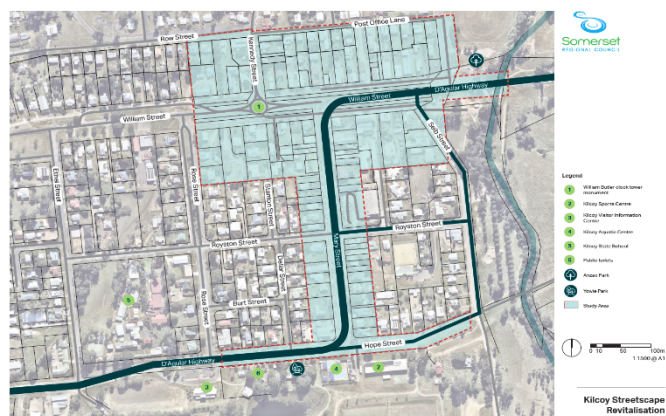
One property has had a plumbing application approved and finalised with the installation of HSTP.

Kilcoy Streetscape Revitalisation Project

In May and June 2023, Council commenced engagement on the *Kilcoy Streetscape Revitalisation* project that will result in the development of a master plan for the town centre and main streets. More specifically, the project will consider things such as pedestrian footpaths; street trees and shade; street furniture and opportunities for public art; entry and wayfinding signage and public gathering spaces.

Specific community engagement undertaken on the project so far include:

- Completing an online survey accessible via Council's 'Have Your Say' portal with over 150 submissions received.
- Attending the Stakeholder Breakfast at the Kilcoy Visitor Information Centre.
- Pop-up stall consultation at Yowie Markets on 27 May 2023.



Feedback from initial consultation has been considered as part of the development of the *Draft Master Plan* that Council proposes to engage further with the community on during late July and August.

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 10 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 have commenced planing for the 2023-2024 mosquito surveillance program in conjunction with Queensland Health. The main aim of the annual surveillance program is to establish the level of confidence in:

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

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

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

Pest Management

The following is a report on activities in the Pest Management section.

Invasive Animal Control

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

Wild dogs

1080 baits injected:

	May 2023	June 2023
Jimna	-	11
Kingaham	100	-
Buaraba	17	-
Crossdale	4	-
England Creek	20	-
Total	141	11



Dingo scalps presented:

	May 2023	June 2023
Kilcoy	-	7

Gregors Ck	-	11
Esk	3	-
Toogoolawah	4	-
Total	7	18

Feral pigs 1080 grain :

	May2023	June 2023
	-	-
Total	-	-

**Feral pig scalps presented:**

	May 2023	June 2023
Jimna	-	23
Toogoolawah	57	-
Total	57	23

Rabbits:

- Officers have been working with landholders to control rabbit infestations in the following areas:
 - Harlin, Neurum and Hazeldean.
- Officers are continuing to work closely with Seqwater in controlling rabbits around Somerset.

Fox:

- Pest Management Officers are continuing to monitor den sites that have been found and fumigated. There has been an increase in reports of poultry being attacked and taken which is associated with the fox breeding season.

Pest Management

The following is a report on activities in the Pest Management section.

Invasive Plant Control

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

May 2023:

- **Mother of Millions-** Bryden, Dundas, Crossdale, Neurum, Linville, Minden, Esk, Eskdale, Glamorgan Vale, Lowood, Fernvale.
- **Annual Ragweed-** Toogoolawah, Sandy Creek, Neurum, Fernvale, Moore, Linville, Gregors Creek, Coominya.
- **Giant rats tail grass** – Colinton, Sandy Creek, Mount Kilcoy, Esk, Fernvale, Neurum, Gregors Creek, Linville, Coominya, Prenzlau.
- **Fireweed-** Fernvale, Neurum, Kilcoy, Coal Creek, Lowood, Coominya, Minden, Prenzlau.

- **Groundsel**- Moore, Glamorgan Vale, Lowood.
- **Leucaena**- Colinton.
- **Lantana** – Esk, Sandy Creek, Biarra, Neurum, Somerset.
- **Lantana Mechanical control**-Colinton, Somerset Dam.
- **Council managed infrastructure**- northern bridges.
- **Element 5**- D'Aguilar Highway East lantana control.
- **Lantana chemically treated** – 10,550M²/ 10.55Ha.
- **Lantana mechanically removed**- 90,000M²/ 9Ha.
- **Herbicide applied** – 14,840L.

June 2023:

- **Mother of Millions**- Coominya, Fernvale, Lowood, Neurum, Moore, Linville, Toogoolawah, Eskdale, Esk, Harlin, Buaraba, Atkinson Dam, Bryden, Dundas, Colinton, Hazeldea.
- **Giant rats tail grass** – Jimna, Gregors Creek, Colinton, Harlin, Mount Kilcoy, Esk, Coominya, Mount Tarampa.
- **Fireweed**- Lowood, Wivenhoe Pocket, Fernvale, Kilcoy, Sandy Creek, Mount Kilcoy, Harlin, Glamorgan Vale, Esk, Coominya, Eskdale, Mount Tarampa, Clarendon, Hazeldean.
- **Lantana**- D'Aguilar Highway West, Coominya, Tarampa, Minden, Biarra
- **Lantana Mechanical control**- D'Aguilar Highway West, Biarra, Lowood, Minden, Esk Crowsnest Road.
- **Council managed infrastructure**- Esk landfill.
- **Element 5**- D'Aguilar Highway West, Gatton Esk Road, Esk Hampton Road, Brisbane Valley Highway, Esk Kilcoy, Wivenhoe Somerset Road.
- **Element 15**- Brisbane Valley Highway.
- **Lantana chemically treated** – 11,450m²/ 11.45Ha².
- **Herbicide applied** – 18,270L.

Lantana Chemical Subsidy Program

The lantana chemical subsidy program for 2022/23 has been expended.

Compliance under the *Biosecurity Act 2014*:

	May 2023	June 2023
Information notices	-	1
Biosecurity Orders	-	-
Enter and Clear action	-	-

Regulatory Services

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

Natural Resource Management

Land for Wildlife

- Officer attendance at Land for Wildlife steering committee meeting – 7 June 2023
- Officer attendance at Land for Wildlife Officer training – 14 June 2023.

Somerset Flora and Fauna



- Ongoing engagement with Griffith University Social Marketing team to promote Koala awareness in the Somerset region, including representation at the Esk Garden and Lifestyle Fair, and preparations for the 2023 Somerset Free Tree Days.
- Ongoing participation in the Esk Koala survey and rehabilitation project with partners Care4Esk, AELA and University of the Sunshine Coast, and associated coordination with the State Koala Survey Team deployment.
- Official launch of the Birds Places of Somerset Brochure at the Esk Garden and Lifestyle Fair with Birds Queensland members – 17 June 2023.

Catchment Management

- Officer participation in the Council of Mayors Water and Catchment Investment Strategy Meeting - 22 June 2023.
- Officer facilitation of an Erosion and Sediment Action Plan in collaboration with Healthy Land and Water – 6 June 2023.
- Resilient Rivers Project Updates:
 - All Black Snake Creek Projects are now in a maintenance phase to secure establishment.
 - Submissions have been prepared for projects across the Council managed reserves of the Mid Brisbane River Catchment and submitted to the Resilient Rivers Taskforce for consideration.



Offsets – Planting



Delivery of Councils Capital Works Offsets:

The 23/24 Offset program elements are being negotiated, with initial delivery expected in the vicinity of Moore station on the Brisbane Valley Rail Trail in August, pending suitable climatic conditions.

Collaborations

- Council is seeking Expressions of Interest from Schools for National tree Day support and resourcing.
- Council facilitation of a hazard reduction burn (planning) at Hazeldean, including initial meeting, and construction of fire breaks to facilitate burning. Burn is anticipated in July (pending conditions)
- Negotiating delivery arrangements with other Council staff and contractors in respect of the Queensland Reconstruction Authority granted funding for Recreational assets.
- Officer representation at the Esk Garden and Lifestyle Fair – 17 June 2023.
- Officer participation in Chainsaw training (intermediate) – 20 June 2023.
- Collaboration with Queensland Fire and Emergency Services to review Bushfire Hazard mapping methodology – 8 June 2023.
- Officer attendance at Kilcoy State High School to discuss environmental opportunities with Student leadership team – 9 June 2023.

Business Recovery Officer



Below is a summary of the Business Recovery Officer's (BRO) activities during the month of June 2023.

General

- Officer hosted Queensland's Small Business Commissioner, Dominique Lamb, in the Somerset Region early in June. The Commissioner visited numerous business owners across the region and was also introduced to the Economic Development and Tourism Advisory Committee.
- Officer attendance (virtually) at the Science to Practice Forum, run by the Future Drought Fund and supported by the Australian Government's Department of Agriculture and Forestry. Several key issues were discussed around drought resilience and preparing farms for future drought.
- Continued officer participation in the Kilcoy Streetscape Project by attending the Co-Design Workshop.
- Three Somerset businesses were successful in recent Business Basic Grants – Round 4. Each business received \$5,000 for website build/upgrades.

Events

- Regenerative Agriculture Forum finalised to run in August, with an associated 2-day workshop in September.
- Planning continues for educational workshops and forums for the remainder of the year.

Business Communications

- Officer continues to meet and build relationships with local businesses via phone calls and business visits.

*Somerset Regional Council Grant Finder – June 2023
(Report not yet received at time of compiling report)*

Recommendation

THAT the Department of Planning and Development Monthly Report for June 2023 be received and the contents noted.

Resolution

Moved – Cr Brieschke

Seconded – Cr Wendt

“THAT the Department of Planning and Development Monthly Report for June 2023 be received and the contents noted.”

Carried

Vote - Unanimous

Subject:	Fraud management policy proposed amendment – annual RPEQ registration review
File Ref:	External audit

Action Officer: DFIN

Background/Summary

External audit have reported as follows:

23IR-2 Review of registration status to ensure compliance with legislation

Observation

The CCC published a fact sheet in December 2020 outlining how the work of engineers may fall within their jurisdiction, and advice for public sector agencies. This included a recommendation for public sector agencies to 'review the registration status of employees undertaking engineering services, to ensure compliance with the Professional Engineers Act 2002'. Council has not completed such a review.

Implication

Employees undertaking engineering services may not be compliant with the legislation.

QAO recommendation

We recommend that review of registration status occur on a yearly basis (at the minimum) to ensure compliance with the legislation.

It is recommended that this matter be managed within the fraud management policy.

Attachments

Fraud management policy

Recommendation

THAT the following text be added to the fraud management policy under "other human resources matters":

- Council will review and confirm annually the registration status of employees undertaking engineering services, to ensure compliance with the Professional Engineers Act 2002

Resolution

Moved – Cr Isidro

Seconded – Cr Gaedtke

"THAT the following text be added to the fraud management policy under "other human resources matters":

- Council will review and confirm annually the registration status of employees undertaking engineering services, to ensure compliance with the Professional Engineers Act 2002"

Carried

Vote - Unanimous

Subject: Medium sized contract – Eftsure Pty Ltd
File Ref: Risk management – fraud prevention
Action Officer: DFIN

Background/Summary

Council's information system security policy includes the following:

'Council identifies that cheque and credit card payment are Council's default methods of payment of suppliers. These forms of payment manage risks relating to EFT fraud and

security identified in the Crowe report “Internal Audit of IT Systems and Security”.’

Council officers are wanting to safely introduce EFT supplier payments instead of cheques. Council is aware of EFT frauds carried out on other entities including other local governments.

Council has been in discussion with Eftsure Pty Ltd which is the only known Australian supplier of comprehensive software and systems that verifies the bank account details of suppliers and other supplier information prior to payment.

Eftsure services are used by Council’s auditors, PwC and a large number of Australian businesses and organisations.

It is proposed that Eftsure would be engaged to verify and support onboarding of supplier data to Council’s systems as well as to provide ongoing verification services.

This is likely to represent a medium-sized contractual arrangement under the Local Government Regulation 2012. A budget exists for this proposal. If the Eftsure proposal is accepted, the migration to EFT supplier payments is expected to be completed in early 2024.

Attachments

Nil

Recommendation

THAT Council resolves that it is satisfied that Eftsure Pty Ltd is the only available supplier of comprehensive EFT fraud prevention software and services and further that the Chief Executive Officer be authorised to contract with Eftsure to facilitate the safe migration to EFT supplier payments.

Resolution

Moved – Cr Wendt

Seconded – Cr Choat

“THAT Council resolves that it is satisfied that Eftsure Pty Ltd is the only available supplier of comprehensive EFT fraud prevention software and services and further that the Chief Executive Officer be authorised to contract with Eftsure to facilitate the safe migration to EFT supplier payments.”

Vote - Unanimous

Carried

Subject: 2023 Interim audit report
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 30 June 2023 details the following deficiencies and other matters found in audit work conducted to date:

- Audit have reported that reviews of audit logs of ‘superusers’ in Council’s business system were not conducted between December 2022 and May 2023.
This absence of review was in part due to an internal audit report from Crowe of April 2023 (extract attached – see 3.1) which recommended a change in the way that superuser access should be monitored.
I confirm that superuser access has now been reviewed between July 2022 and June 2023 under the system outlined in the internal audit report extract (under ‘management response’).
- Audit have recommended that Council conduct a yearly review of the registration status of employees undertaking engineering services for Council.

Attachments

2023 interim audit report from Queensland Audit Office (external audit) of 30 June 2022
Extract from internal audit report of April 2023 detailed finding 3.1 about access to system procedures/ superuser access

Recommendation

THAT the 2023 interim audit report dated 30 June 2023 be received and the contents noted

Resolution

Moved – Cr Choat

Seconded – Cr Gaedtke

“THAT the 2023 interim audit report dated 30 June 2023 be received and the contents noted”

Carried

Vote - Unanimous

Subject:	Sustainability Framework for Local Governments
File Ref:	Government Relations - State and Federal Government Liaison - 2022 - 2025 - State and Federal Government Departments - Liaison
Action Officer:	DFIN

Background/Summary

The Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) has written advising of the following new documents:

- Financial Management (Sustainability) Guideline 2023 version 1. This guideline has statutory backing in the Local Government Regulation 2012 and is based on clear, quantifiable, auditable measures of a council’s performance with objective pass or fail criteria. Information required for the financial sustainability measures are drawn from audited financial statements. Performance measures under the new guideline are published as part of Council’s adopted FY2024 budget.
- A local government sustainability framework about non-financial matters which does not have statutory backing and which has no clear or quantifiable performance measures or objective pass or fail criteria. The Department will monitor council performance through channels such as media reports and community submissions.

A letter from Council to the Local Government Association of Queensland (LGAQ) of 13 January 2023 is attached outlining uncertainties about the non-financial sustainability criteria.

Appendices A and B of the Sustainability Framework for Queensland Local Governments outline how the State intends enforcing the sustainability framework including the use of potential Statutory intervention powers outlined in sections 115, 117, 118, 121, 122 and 123 of the Local Government Act 2009 (see page 27 of 30).

Attachments

- Letter from Mr Mike Kaiser, Director-General, DSDILGP of 30 June 2023
- Financial Management (Sustainability) Guideline 2023 version 1
- Sustainability Framework for Queensland Local Governments
- Risk framework for financial sustainability
- Local Government Sustainability Framework frequently asked questions
- Letter from Council to the LGAQ of 13 January 2023

Recommendation

THAT the report about the sustainability framework for Queensland local government outlined in a letter from Mr Mike Kaiser, Director-General, Department of State Development, Infrastructure, Local Government and Planning of 30 June 2023 and attachments be received and the contents noted.

Resolution

Moved – Cr Isidro

Seconded – Cr Brieschke

“THAT the report about the sustainability framework for Queensland local government outlined in a letter from Mr Mike Kaiser, Director-General, Department of State Development, Infrastructure, Local Government and Planning of 30 June 2023 and attachments be received and the contents noted.”

Carried

Vote – 5 For - 1 Against

Against – Cr Gaedtke asked for her vote to be recorded.

Subject: Local Roads and Community Infrastructure Program phase 4 projects

File Ref: Local Roads Community Infrastructure Program

Action Officer: DFIN

Background/Summary

Council's FY2024 budget forecasts a cash and operating deficit after accounting for revenue from the Australian Government's Local Roads and Community Infrastructure Program phase 4 (LRCIP4) of \$1,557,579.

Council is required to tie LRCIP4 funding to projects. Budget appendix C indicates that the projects in the recommendation below would be majority funded from LRCIP4.

Attachments

Nil

Recommendation

THAT Council endorse the nomination of the following projects for funding under the Local Roads and Community Infrastructure Program phase 4:

- Ivory Creek Road sealing from bridge to causeway - \$800,000
- Graham Road – provision of kerb and channel, stormwater pipes, widened seal and associated vegetation management - \$800,000

Resolution

Moved – Cr Gaedtke

Seconded – Cr Brieschke

“THAT Council endorse the nomination of the following projects for funding under the Local Roads and Community Infrastructure Program phase 4:

- Ivory Creek Road sealing from bridge to causeway - \$800,000
- Graham Road – provision of kerb and channel, stormwater pipes, widened seal and associated vegetation management - \$800,000”

Carried*Vote - Unanimous*

Subject: Sale of land for overdue rates or charges
File Ref: Rates – abandonment - sale of lands FY2024
Action Officer: DFIN

Background/Summary

Council's Revenue Policy includes the following:

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

In the absence of a court judgement, sale of lands action may legally be commenced for land with three years of overdue rates and charges. The sale of land process allows property owners a minimum of three months after Council issues a notice of intention to sell land for overdue rates or charges in which to fully pay overdue rates and avoid further action.

Council sold five properties for overdue rates during FY2023. A further sale of lands for overdue rates action has been referred to Council's solicitors for finalisation, potentially in August 2023.

There are 11 properties listed below with overdue rates totalling approximately \$93,000.

Endorsement is also sought to serve notices of intention to sell land using the substituted service provisions (section 239) of the Local Government Act 2009 where appropriate to manage Council's legal risks.

Attachments

Nil

Recommendation

- THAT the property described as L 25 RP154299 at 18 Hacienda Crescent Coominya Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (00229-00000-000).
- THAT the property described as L 8 RP20865 at 5 Richard Street Esk Qld 4312 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (00745-00000-000).
- THAT the property described as L 5 RP51115 at 146 Main Street Lowood Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (01120-00000-000).
- THAT the property described as L 395 SP223250 at 35 Peregrine Drive Lowood Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (02807-10170-000).
- THAT the property described as L 23 SP100872 at 206 Rose Avenue Minden Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (03106-08800-000).
- THAT the property described as L 4 RP190986 at 181 Whipbird Drive Buaraba Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (04154-57000-000).
- THAT the property described as L 17 RP213529 at 15 O'Grady Road Redbank Creek Qld 4312 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (04583-00700-000).
- THAT the property described as L 712 CC2846 at 663 Brisbane Valley Highway Wanora Qld 4306 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (34595-00000-000).
- THAT the property described as L 49 SP216473 at 14 Natan Road Fernvale Qld 4306 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (34723-80600-000).
- THAT the property described as L 2 SP179594 at House 2 20 Billy Green Drive Villeneuve Qld 4514 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (81125-32502-000).

- THAT the property described as L 139 SP210069 at D'Aguilar Highway Woolmar Qld 4515 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (81392-00000-000).
- THAT further Council endorse the service of any notices required for these actions using Section 239 of the Local Government Act 2009 where appropriate

Resolution

Moved – Cr Wendt

Seconded – Cr Choat

- “THAT the property described as L 25 RP154299 at 18 Hacienda Crescent Coominya Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (00229-00000-000).
- THAT the property described as L 8 RP20865 at 5 Richard Street Esk Qld 4312 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (00745-00000-000).
- THAT the property described as L 5 RP51115 at 146 Main Street Lowood Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (01120-00000-000).
- THAT the property described as L 395 SP223250 at 35 Peregrine Drive Lowood Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (02807-10170-000).
- THAT the property described as L 23 SP100872 at 206 Rose Avenue Minden Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (03106-08800-000).
- THAT the property described as L 4 RP190986 at 181 Whipbird Drive Buaraba Qld 4311 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (04154-57000-000).
- THAT the property described as L 17 RP213529 at 15 O'Grady Road Redbank Creek Qld 4312 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (04583-00700-000).

- THAT the property described as L 712 CC2846 at 663 Brisbane Valley Highway Wanora Qld 4306 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (34595-00000-000).
- THAT the property described as L 49 SP216473 at 14 Natan Road Fernvale Qld 4306 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (34723-80600-000).
- THAT the property described as L 2 SP179594 at House 2 20 Billy Green Drive Villeneuve Qld 4514 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (81125-32502-000).
- THAT the property described as L 139 SP210069 at D'Aguilar Highway Woolmar Qld 4515 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (81392-00000-000).
- THAT further Council endorse the service of any notices required for these actions using Section 239 of the Local Government Act 2009 where appropriate."

Carried*Vote - Unanimous*

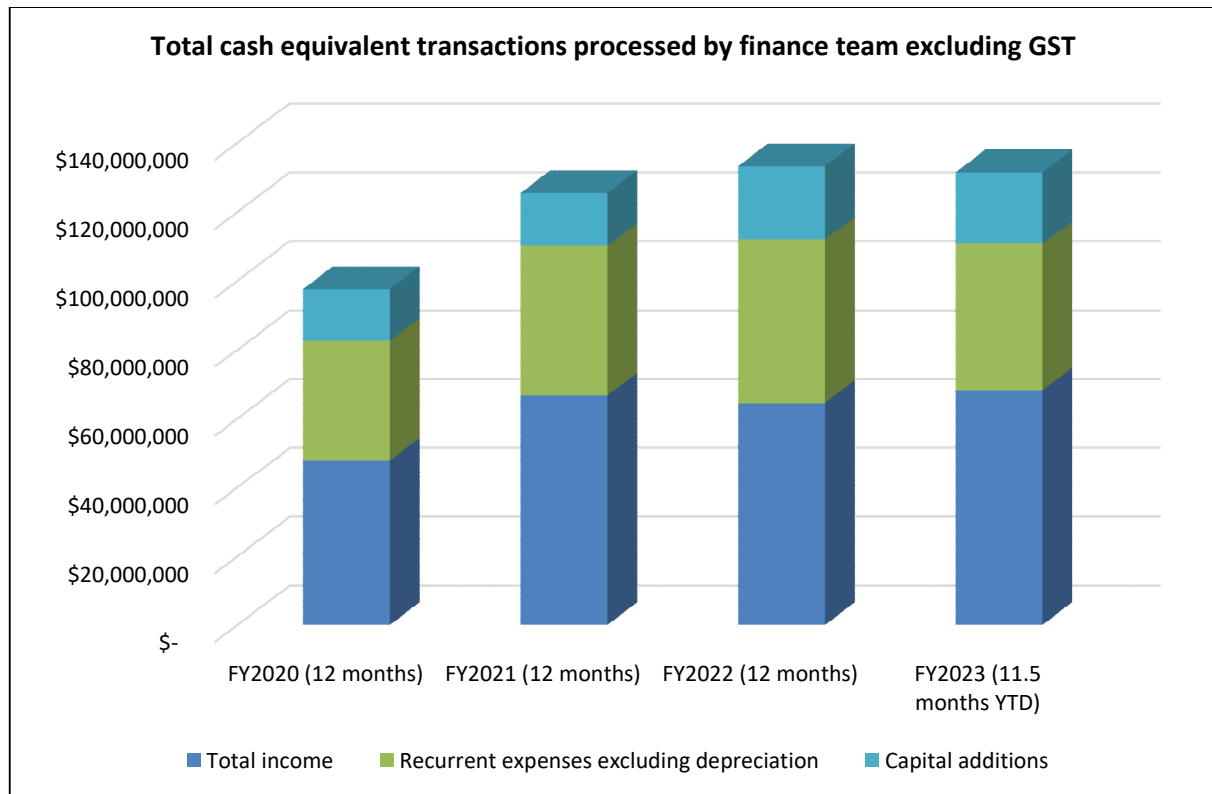
Subject:	Finance report
File Ref:	Monthly reporting - finance
Action Officer:	DFIN

Background/Summary

Financial reports

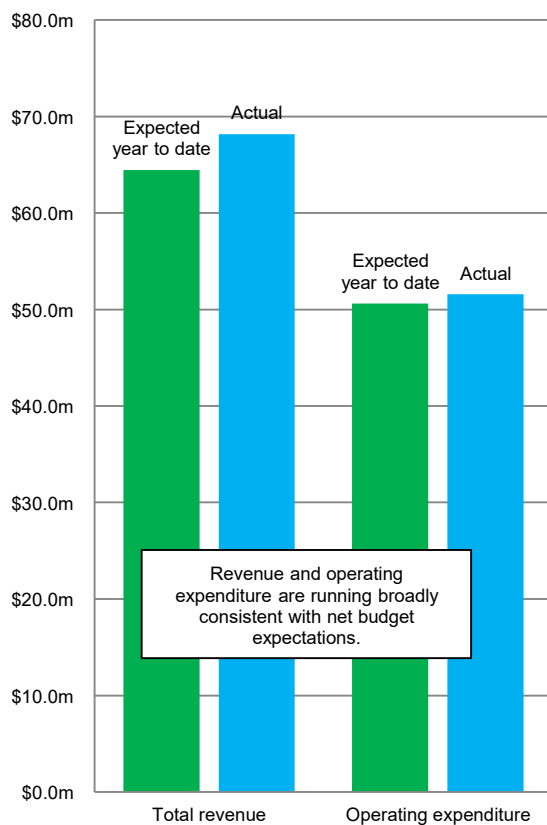
Reports for the period 1 July 2022 to 20 June 2023 are attached detailing the progress that has been made in relation to Council's FY2023 budget as required by Local Government Regulation 2012 s204.

The finance team processed cash equivalent transactions for FY2023 to date versus previous full years as below. Total transactions have been increasing with progressively larger grant-funded capital works and contract works programs. These figures exclude GST and depreciation and a range of June 2023 final invoices:

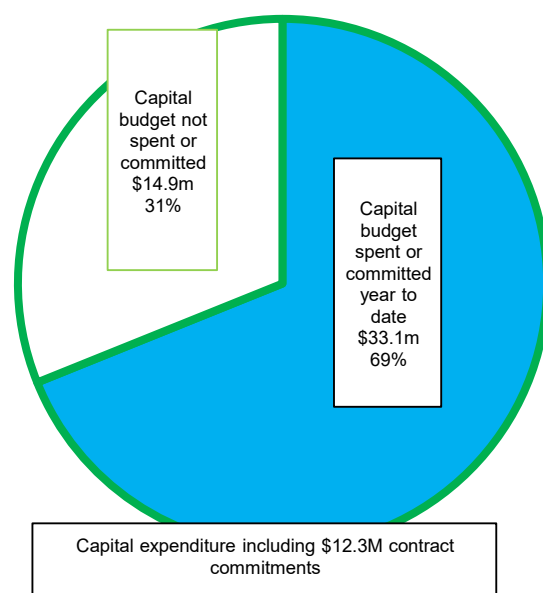


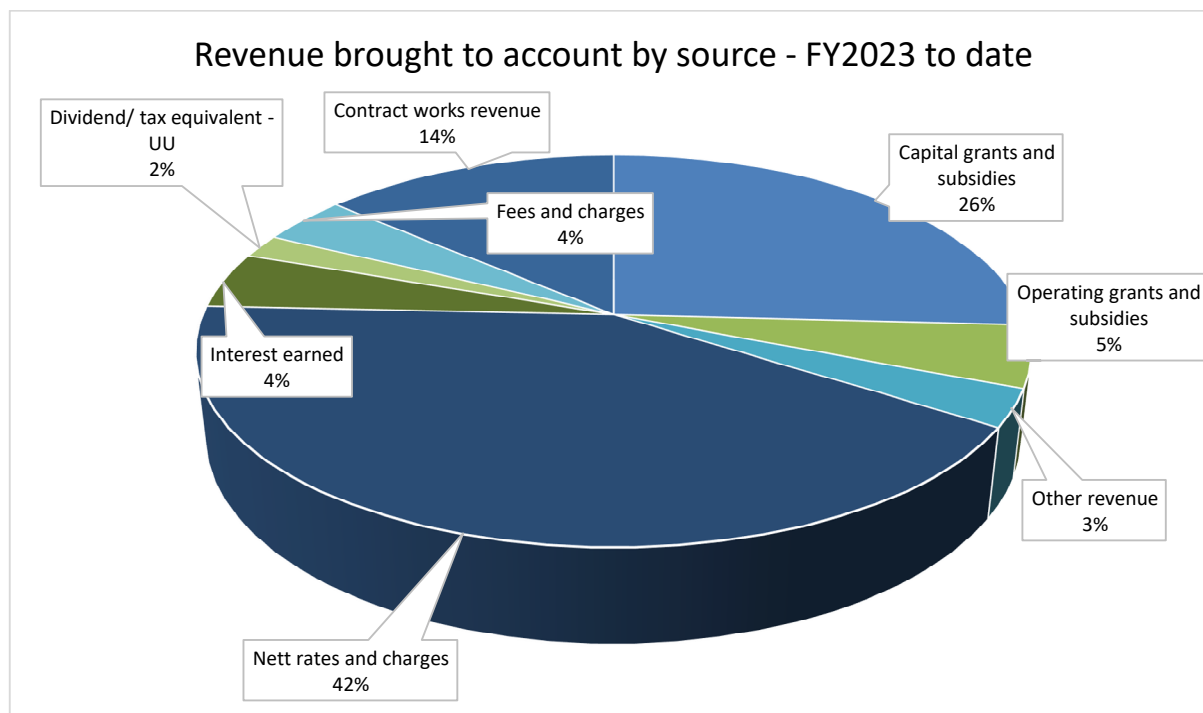
Provisional results for the financial year to date with 97% of the financial year completed are summarised as follows:

Year to date budget comparison
- excludes capital expenditure (\$ millions)



Total capital expenditure and commitments





Grants

- The Queensland Reconstruction Authority (QRA) confirmed on 7 June 2023 that Council had been successful with its application under the Australian Government's competitive Disaster Ready Fund as below. To remove any doubt and notwithstanding media releases by others to the contrary, the Queensland Government is not contributing to this project:

	Project value	Australian Government funding	Somerset Regional Council funding required
Drainage improvements along & adjacent to Dingyarra Street Toogoolawah that would capture & divert overland flows & would reduce overland water levels in relevant properties (Engeny Water Management). The relevant subdivision was surveyed in 1924.	\$2,048,653	\$1,020,816	\$1,027,837

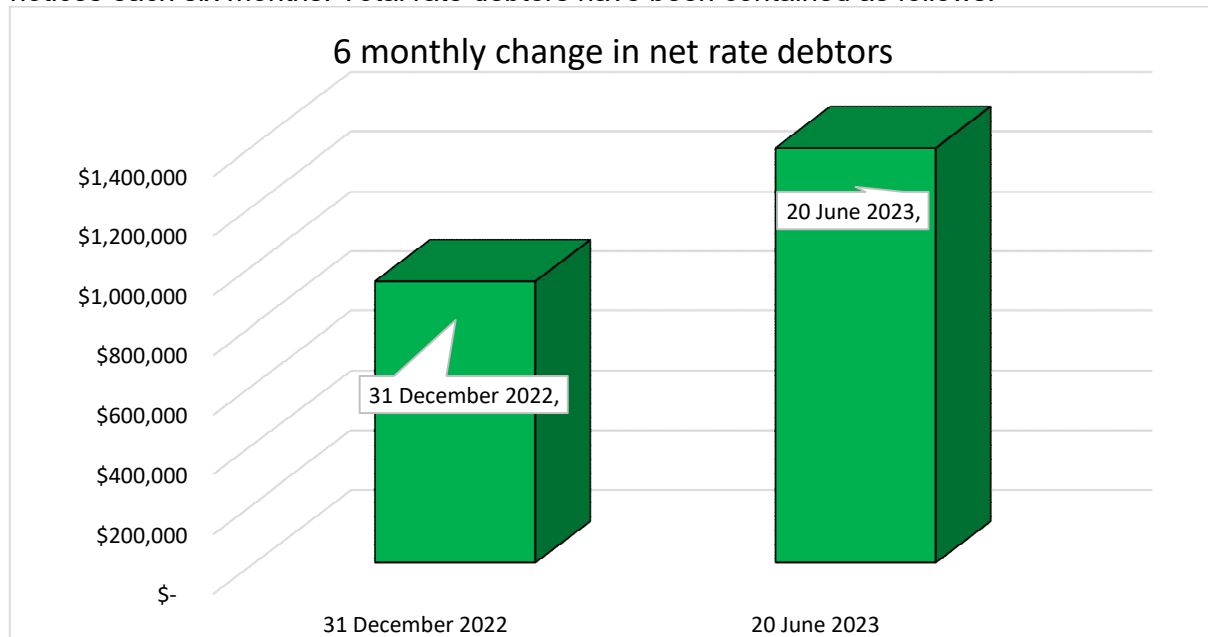
- Council is awaiting the outcome of an application made under the Australian Government's Heavy Vehicle Safety and Productivity Program (HVSPP) on 8 June 2023 as follows:

	Project value	HVSPP funding sought
Fernvale South Productivity Link. Construct a new road segment and seal, widen and strengthen existing roads which together will form an interhighway connecting road along the Fernvale development area southern boundary offering most traffic a 1.92km distance saving compared to longer State-controlled routes while also avoiding Fernvale town centre	\$10,003,000	\$5,000,000

- Council officers have been preparing and lodging submissions under Disaster Recovery Funding Arrangements (DRFA) to the Queensland Reconstruction Authority (QRA). repairs to some assets that were damaged by the declared disasters in 2022 were necessarily carried out for safety reasons prior to DRFA approvals being obtained. It is considered that up to \$1.15M of costs may be treated as non-reimbursable by QRA. The effect of this is that road maintenance costs reported may be understated by this amount.

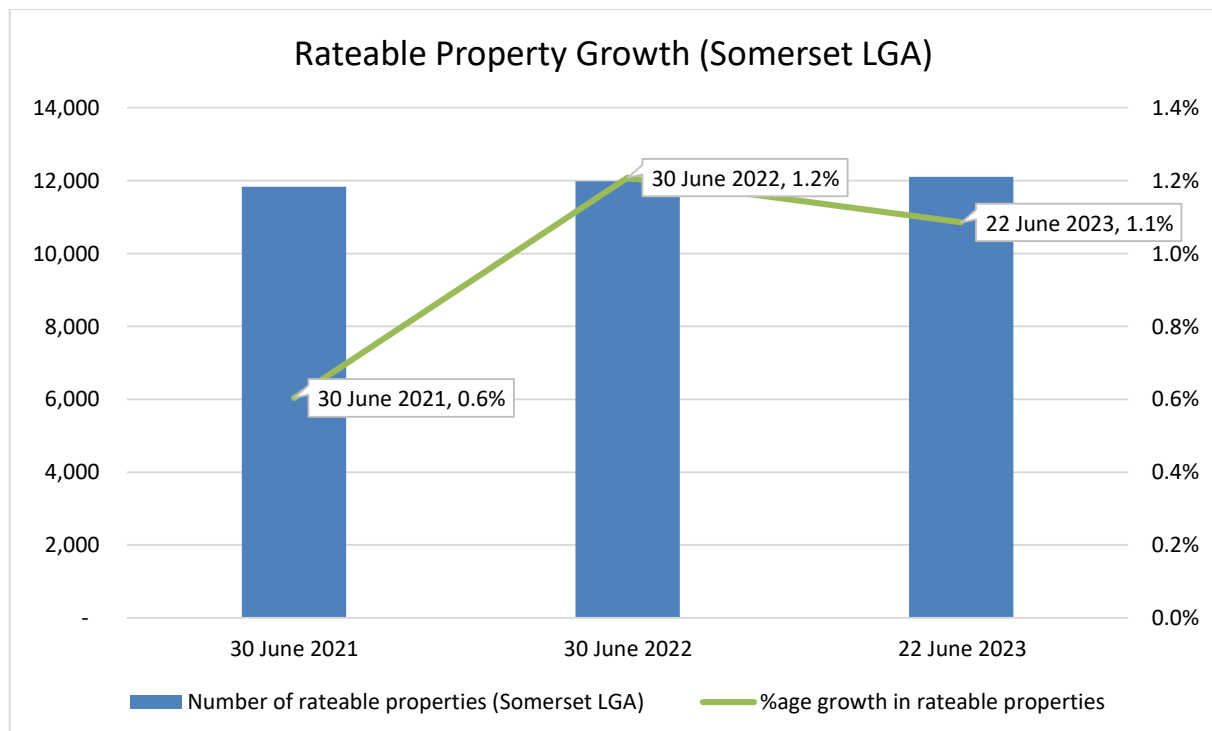
Rates

A sale of land for overdue rates action has been referred to solicitors for finalisation. If an auction is required, it is expected that this would be held in August 2023. Council issues rate notices each six months. Total rate debtors have been contained as follows:



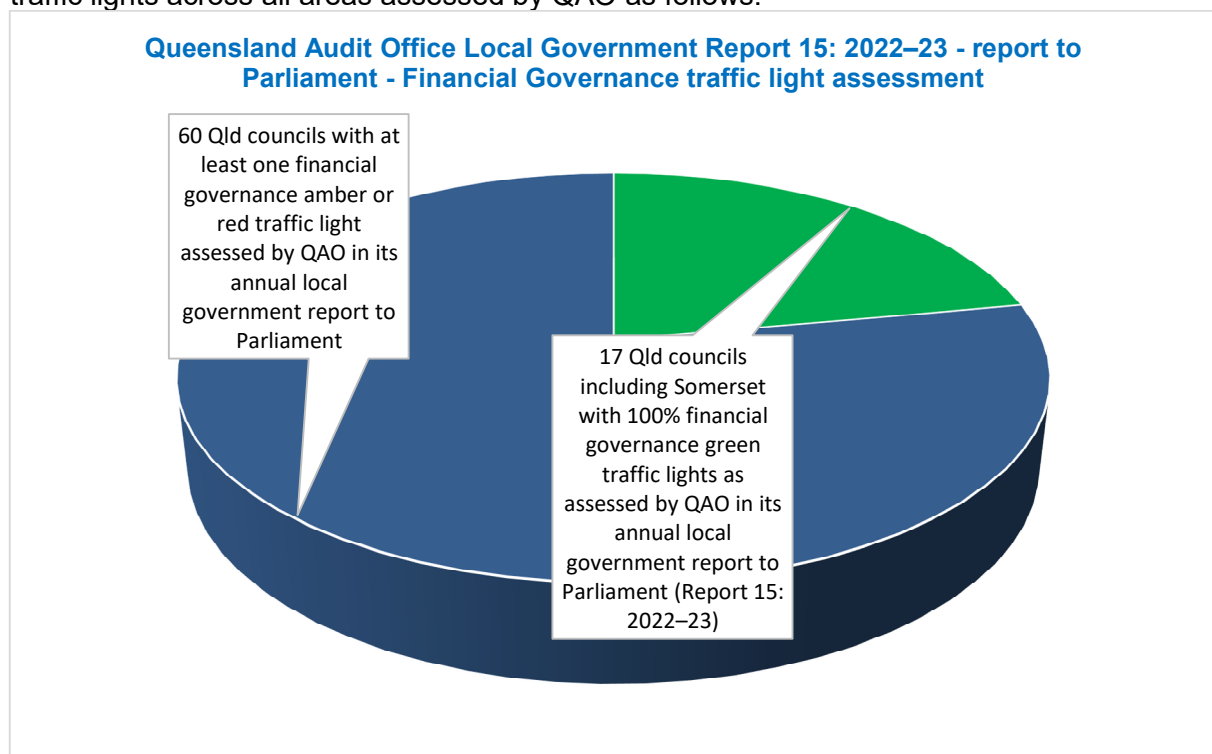
Growth

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



Audit/ FY2023 financial reporting

Audit have been on site during June 2023 and engaging with Council over financial reporting and control matters. On 22 June 2023, the Queensland Audit Office (QAO) issued a report to Parliament (report 15 of 2022-23) which confirmed that Somerset Regional Council remains one of only 17 Queensland councils to be awarded with 100% financial governance green traffic lights across all areas assessed by QAO as follows:



Investments

Council relies on interest revenue to keep rates at the lowest possible level. The Reserve Bank of Australia has rapidly increased its target interest rate from 0.10% on 3 May 2022 to 4.10% on 7 June 2023 (ie 13 months). An investment summary is attached detailing interest earnings from Queensland Treasury Corporation (QTC) cash fund and other sources.

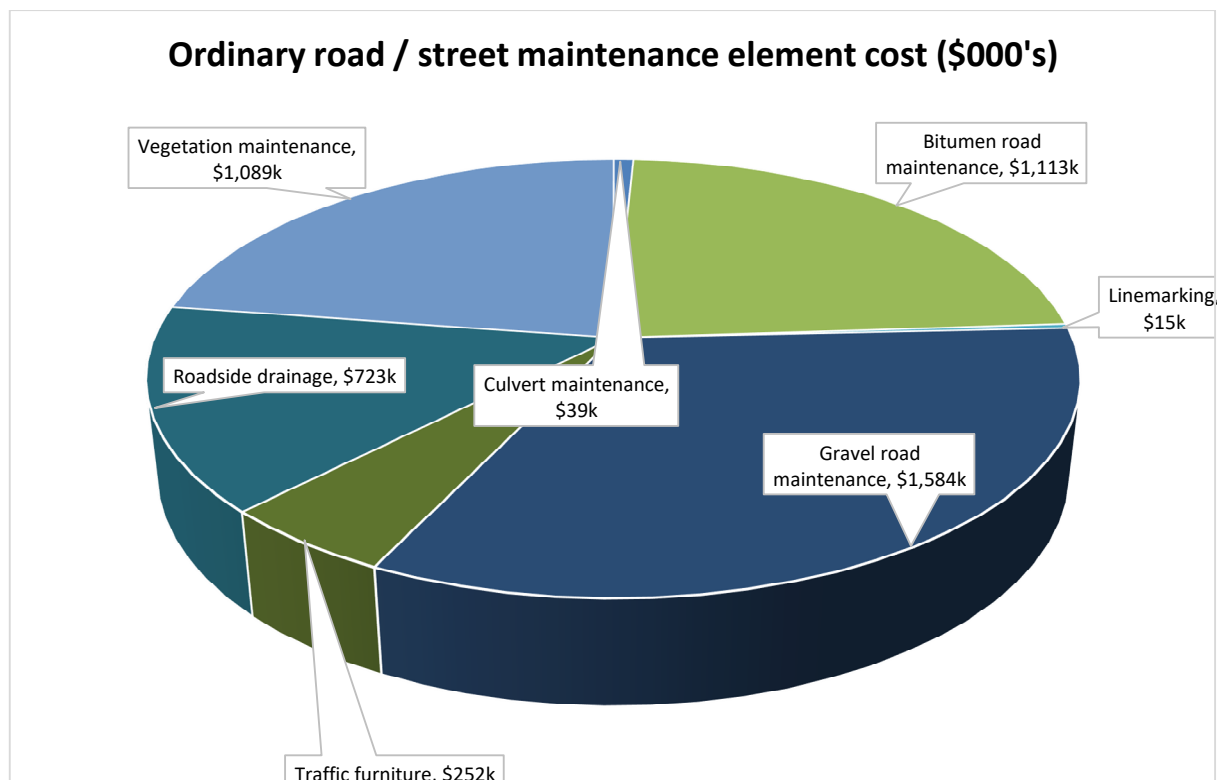
Council's key long-term investment strategy has been to maintain interest-bearing credit facilities totalling \$53.8 million to Urban Utilities (UU) which helps fund vital infrastructure like Lowood wastewater treatment plant as well as providing mutual benefit to both UU and Council. These currently carry a combined weighted average interest rate of 3.05%. Weighted average interest rates on the UU facilities have been reviewed by QTC based on the rate resetting formula and will be 3.27% from 1 July 2023. Interest revenue for the year to date represented \$260 on average for every rateable property in Somerset.

Ordinary road maintenance detail

Ordinary road maintenance costs are as below.

These figures do not include \$6.7M in approved and unapproved repairs that have been incurred that are currently charged as flood repairs:

Maintenance type	Total (\$000's)
Bitumen road maintenance	1,113
Gravel road maintenance	1,584
Roadside drainage	723
Culvert maintenance	39
Vegetation maintenance	1,089
Traffic furniture	252
Linemarking	15
Total actual year to date excluding flood-related	4,815
Expected pro-rata budget year to date	6,624



Council's 30 most costly road segments including maintenance and flood repairs for the year to date were as below. Costs per linear metre where relevant has been added for context.

Road segment	Cost (\$000's)	Cost per linear metre (\$)
Western Branch Rd crossing QRA35Ch19065-19070	931	
Scrub Creek Rd DRFA	130	
Linville Rd DRFA	109	
Rifle Range DRFA/ DM03534Ch2670-Ch2850	101	
Clarendon Rd (bitumen) Ch1630-Ch5750	76	18
Claus Rd (bitumen) Ch2370-Ch5540REPA	74	
Kavanaghs Rd DRFA/ DM01677Ch740-Ch2830	73	
Minden Park Access DRFA/ DM02773Ch0-Ch180	65	
Monsildale Rd (gravel) Ch1630-Ch10200	64	7
Minden Post Office (bitumen) Ch0-Ch2000	59	30
Esk Crows Nest (bitumen) Ch19400-Ch22850	59	17
Verandah Creek DRFA/ DM01690Ch0-Ch1240	59	
Monsildale Rd (gravel) Ch12000-Ch19100	56	8
Spring Ck DRFA/ DM01860Ch4930-Ch4990	55	
Stone Gully Rd DRFA/ DM00680Ch110-Ch200	51	
Kangaroo Creek Rd (gravel) Ch3190-Ch7830	51	11
Westvale Rd (gravel) Ch1340-Ch13550	51	4
Louisavale Rd (gravel) Ch5010-Ch5810	50	63
Watsons Rd DRFA/ DM03000Ch550-Ch610	48	
Banffs La (gravel) Ch0-Ch3050REPA	48	
Steinhardt's DRFA/ DM02814Ch610-Ch2070	47	
Buaraba Ck DRFA/ DM01759Ch3560-Ch3680	45	
Glamorgan Vale Rd (bitumen) Ch0-Ch6520	44	7
Monsildale Rd (gravel) Ch29340-Ch33440	44	11
Mahons Rd DRFA/ DM01222Ch8630-Ch8680	43	
Spring Creek Rd DRFA/ DM01856Ch4200-Ch4270	42	
Spring Creek Rd (gravel) Ch60-Ch4210	42	10
Esk Crows Nest (gravel) Ch26120-Ch34090	41	5
Rasmussen Mt Archer (bitumen) Ch2380-Ch4300	41	21
Buaraba Ck DRFA/ DM01684Ch3800-Ch4660	41	
Subtotal (\$000's)	2,640	

Special road maintenance/ renewal

In addition to ordinary bitumen road maintenance, expenditure on special road maintenance including resealing of bitumen roads was budgeted for FY2023 of \$1.9M. Resealing is a necessary part of the ongoing cost of managing the sealed road network.

Attachments

Financial reports and payment listings

Recommendation

THAT Council receive the financial reports for 1 July 2022 to 20 June 2023 and the report on payments processed from 29 May 2023 to 22 June 2023 totalling \$8,709,590.66 and that the contents be noted.

Resolution

Moved – Cr Wendt

Seconded – Cr Brieschke

“THAT Council receive the financial reports for 1 July 2022 to 20 June 2023 and the report on payments processed from 29 May 2023 to 22 June 2023 totalling \$8,709,590.66 and that the contents be noted.”

Carried*Vote - Unanimous*

Subject:	Somerset Social Plan
File Ref:	Community Services - Service Provision - Community Development
Action Officer:	CDC

Background

At Ordinary meeting on 23 May 2022, Council agreed to appoint consultants to undertake an updated social plan. Tap Consulting was appointed and commenced the process of community engagement in July, after reviewing existing data sources available from Council, in addition to data available from state and federal departments, including the latest census data. Community consultation included online and hard copy surveys, focus group interviews and in person interviews conducted in the various towns and at significant events to gain the widest input from Somerset's diverse community.

In November 2022, the consultants presented their findings from the community engagement phase to Council. From these findings, and with further research and discussions with Council Officers, strategies and actions have been developed to direct Council in addressing the identified areas of social need. Eight themes of social need have been identified for the Somerset Social Plan:

- Community Identity and Social Cohesion
- Community Health and Wellbeing
- Transport and Mobility
- Diverse and Inclusive Communities
- Aging in Place
- Supporting Families, Children and Young Adults
- Housing Affordability and Availability
- Community Resilience and Recovery

Attachments

Somerset Social Plan

Recommendation

THAT Council adopt the Somerset Social Plan and endorse Council Officers to undertake steps to action items identified in the plan.

Resolution

Moved – Cr Choat

Seconded – Cr Brieschke

“THAT Council adopt the Somerset Social Plan and endorse Council Officers to undertake steps to action items identified in the plan.”

Carried*Vote - Unanimous*

Subject: Repeal of Arts and Cultural Policy
File Ref: Policies
Action Officer: ACM

Background/Summary

The Arts and Cultural Policy was adopted by Council on 11 March 2009 and was created to provide a framework and a set of strategies and actions for the development and encouragement of arts and culture within the region.

This set of strategies and actions was created to ensure that opportunities were created by Somerset Council for all members of the community, and for visitors to the region, to participate in a diverse range of cultural activities that will enrich and enliven creativity, economic growth and a sense of place.

With the growth and development of arts and culture in the region since 2009 and the recent adoption by Council of the regions first Arts, Culture and Heritage Plan 2023 – 2028, Council Officers are of the opinion that there is no longer a requirement for a separate Arts and Culture Policy.

The recent adopted strategy provides Council with;

- a guide to the strategic development of the arts, culture and heritage in Somerset.
- Supports Council's role and responsibilities for arts, culture and heritage
- Makes transparent Council's strategic direction, including its partnership with the community.

Regarding possible implications for Council in the repeal of the policy, there is no legislative or regulatory requirement for the Arts and Culture Policy, nor is community consultation required for the repeal of said policy.

Attachments

Attachment 1: C/005 Arts and Cultural Policy

Recommended Action

THAT Council repeal policy C/005 Arts and Cultural Policy.

Resolution

Moved – Cr Choat

Seconded – Cr Gaedtke

“THAT Council repeal policy C/005 Arts and Cultural Policy”

Vote - Unanimous

Carried

Subject: Somerset Civic Centre Advisory Committee Meeting
File Ref: Community Services - Meetings – 2021 – 2024 Somerset Civic Centre Advisory Committee
Action Officer: ACM

Background/Summary

The Somerset Civic Centre Advisory Committee meets each quarter to review operations of the Somerset Civic Centre. The quarterly meeting of the Committee was held on Monday, 29 May 2023.

Highlights from the committee meeting were as follows;

Discussion of operations update
 Receipt and discussion of auditorium acoustic test report and proposed treatments
 Resignation of committee member
 Discussion of initial market research findings by consultant
 Success and diversity of recent venue events.

Attachments

Attachment 1: Meeting Report Somerset Civic Centre Advisory Committee – 29 May 2023.

Recommendation

THAT Council

1. receive the meeting report for the Somerset Civic Centre Advisory Committee meeting held on Monday, 29 May 2023 and the contents be noted.
2. accept the resignation of Kerry Saul from the Somerset Civic Centre Advisory Committee and a letter of thanks be sent to Mr Saul acknowledging his contribution to the committee.
3. Not fill the vacancy left on the committee, as there is limited time before the Local Government elections in 2024

Resolution

Moved – Cr Gaedtke

Seconded – Cr Isidro

“THAT Council

1. receive the meeting report for the Somerset Civic Centre Advisory Committee meeting held on Monday, 29 May 2023 and the contents be noted.
2. accept the resignation of Kerry Saul from the Somerset Civic Centre Advisory Committee and a letter of thanks be sent to Mr Saul acknowledging his contribution to the committee.
3. Not fill the vacancy left on the committee, as there is limited time before the Local Government elections in 2024.”

Carried

Vote - Unanimous

Subject: Organisational Closedown – Christmas - New Year 2024
File Ref: Governance - Reporting - Officer Reports
Action Officer: DCORP

Background/Summary

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

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

It is proposed that the offices and libraries be closed for the 2023 Christmas – New Year period. The statutory holidays fall on Sunday, 24 December from 6pm, Monday, 25 December, Tuesday, 26 December 2023 and Monday, 1 January, 2024. It is proposed that offices remain closed for the working days of 27, 28 and 29 December 2023 and reopen on Tuesday, 2 January, 2024.

For the outside workforce, an annual closedown is observed with a skeleton crew dealing with any emergency issues. The closedown will commence on Thursday, 21 December, 2023 with staff returning to work on Monday, 22 January, 2024.

Council's meeting schedule currently includes Thursday, 21 December, 2023 as an Ordinary Meeting day.

Attachments

Nil

Recommendation

1. THAT all Somerset Regional Council offices and libraries remain closed for the 2023 -24 Christmas – New Year period commencing Friday, 22 December 2023 and reopen on Tuesday, 2 January 2024.
2. Council note the annual closedown for the outside workforce will commence on Thursday, 21 December 2023, with staff recommencing on Monday, 22 January, 2024.

Resolution

Moved – Cr Brieschke

Seconded – Cr Isidro

“THAT

1. all Somerset Regional Council offices and libraries remain closed for the 2023 -24 Christmas – New Year period commencing Friday, 22 December 2023 and reopen on Tuesday, 2 January 2024.
2. Council note the annual closedown for the outside workforce will commence on Thursday, 21 December 2023, with staff recommencing on Monday, 22 January, 2024.

Carried





Vote - Unanimous

Subject:	Tourism and Promotions Report – 2023
File Ref:	Tourism – Promotions
Action Officer:	CTM













Background/Summary


The following is the June 2023 summary of activities for Somerset Visitor Information Centres and the Tourism team members.

Visitor Statistics

		Somerset	Brisbane	Other SEQ	Rest of state	Interstate	International	Total
	Esk VIC	91	87	90	30	68	13	379
	Fernvale VIC	83	152	59	25	55	7	381
	Kilcoy VIC	133	164	225	41	173	29	786
	The Condensery	90	90	96	13	22	5	316

Motivators

	First	Second	Third
Esk	 Maps and Directions	 Glen Rock Gallery	 Events & Markets
Fernvale	 Maps and Directions	 Brisbane Valley Rail Trail	 Tourist Drives
Kilcoy	 Maps and Directions	 Caravanning and Camping	 Outdoor Activities
The Condensery	 The Condensery exhibitions	 The Condensery Building	 Culture and Heritage

Active Volunteers 	
Esk	10
Fernvale	19
Kilcoy	8
TOTAL	37

Digital Media

Facebook



Website



3884
(+76)
Reach 88 069
(+54%)

Instagram



1638 (+30)
Reach: 2541
(+26%)

Page Views: 8188

Visitors: 3542 new, 344 returning

Peak Time: Sunday, 18 June

Most Popular Pages: Take the Road Less Travelled – campaign, Caravan and Camping Campaign, Events

Device Type: 65% Mobile, 26% Desktop, 9% Tablet

Glen Rock Art Gallery (Esk Visitor Information Centre)

In June, Glen Rock Gallery hosted an exhibition titled “Not far from here” by local artist Betty Williams. Betty’s exhibition is quite traditional with acrylics and oils on canvas being her mainstay. She loves landscapes, skies and the textures of nature and this is reflected in her art. She has also tried her hand at photography and has a number of photographs on display from around the local area.

Visitor Information Centre Volunteer Famil

A volunteer famil took place on Thursday, 22 June and focused on the Esk and Toogoolawah areas. 25 volunteers attended a range of tourism operators including The Condensery, Hav’a’chat Café, Skydive Ramblers, the Esk Caravan Park, the Esk Grand Hotel, Brisbane Valley Roasters and the Glen Rock Gallery.

Trade Shows

A Tourism Officer attended the Let’s Go Queensland Caravan and Camping Supershow with the Southern Queensland Country Tourism stand from 7-9 June 2023 at the RNA Showgrounds in Brisbane. The new publication promoting caravanning and camping in Somerset was released and proved popular with visitors to the stand.

Experience Somerset Visitor Guides were also distributed from the Caravanning Queensland and Drive Queensland stands in addition to the Southern Queensland Country stand at the Let’s Go Caravan and Camping Supershow.

Regional Tourism Organisations

Planning is underway for an Agritourism workshop to be held at the Somerset Civic Centre on Thursday, 20 July with Southern Queensland Country Tourism.

Planning is underway for a Tourism Industry Resilience & Business Continuity Planning workshop to be held in Esk in August with Southern Queensland Country Tourism.

Tourism Operator Development

Expressions of interest have been received from 10 Somerset tourism operators for the second round of the Best of Brisbane Region Experiences Support Program run in conjunction with Southern Queensland Country Tourism, Brisbane Economic Development Agency and Tourism and Events Queensland. The tourism businesses will work with mentors for an 11-week period from July to September to work towards improving their businesses and reaching the Best of Queensland Experience Status.

Expressions of interest have been sought by four Somerset tourism operators who reached the Best of Queensland Experience status to participate in the Transformational Experiences Mentoring Program as the next level of training and to improve their experience offering.

Both of these mentoring programs will start in July and run until September.

Experience Somerset sent out its first electronic direct mail (EDM) to our operators on 27 June with relevant updates, marketing opportunities and Somerset information.

Regional Event Support and Development 2023-2024

Officers are actively working with event organisers to encourage and support the development of new and existing regional events in 2023-2024, including:

- Agritourism events
- Sporting events
- Adventure race events

Council and Experience Somerset have agreed to sponsor and provide event support to the following regional events:

- Queensland Cross Country Championships 2023, hosted by Queensland Athletics
- Legends of Beef 2024, hosted by Brisbane Valley Farm Direct
- BVRT Festival of Cycling 2023, hosted by Brisbane Valley Rail Trail Users Association

Marketing Implementation Plan

Officers are actioning the Experience Somerset Marketing Plan and associated documents and aim to complete 50 per cent of these items by 30 June 2024.

Marketing Campaigns

Officers have run the following marketing campaigns this month:

<i>Campaign</i>	<i>Results</i>
Winter – Take the Road Less Travelled V1 Dates active: 14 - 27 June 2023 Targeted to: SEQ audiences aged 30-65+ with people who match interests with mountain biking, outdoor adventure and camping. Objective: Visits to campaign landing page Additional Marketing: -EDM sent to visitor database (currently 2296 contacts)	Page visits: 520 Reach: 35,378 Impressions: 66,186
Winter – Take the Road Less Travelled V2 Dates active: 14 - 27 June 2023 Targeted to: SEQ audiences aged 30-65+ (no interests specified) Objective: Visits to campaign landing page	Page visits: 536 Reach: 27,372 Impressions: 55,040
Evergreen - Caravan and Camping V1 Dates active: 6 – 11 June 2023 Targeted to: RNA Showgrounds (to align with Qld Caravan and Camping Supershow 2023 (no interest groups specified) - aged 30-65+ Objective: Facebook leads (collection of email data for EDM) Additional Marketing:	Leads: 15 Reach: 2770 Impressions: 4398

-400 copies printed and distributed at the Southern Queensland Country stall at the Qld Caravan and Camping Supershow 2023	
Evergreen - Caravan and Camping V2 Dates active: 6 – 27 June 2023 Targeted to: SEQ audiences aged 30-65+ with people who match interest with camping and caravanning club, camping. Objective: Facebook leads (collection of email data for EDM)	Leads: 367 Reach: 26,328 Impressions: 59,143

Tourism and Marketing Activities

Officers submitted nominations into the 2023 Queensland Tourism Industry Council's Top Town Competition. Linville and Toogoolawah were awarded finalist positions in the Top Tiny Tourism Town category. Unfortunately, neither nominee were successful. Winton was announced as the winner of this category at a ceremony held at the RNA Showgrounds on Friday, 9 June 2023. The Mayor and Promotions Officer were in attendance and received positive feedback from judges regarding both submissions for Linville and Toogoolawah.

Twenty-seven boxes of the Experience Somerset Visitor Guide were distributed to 11 Visitor Information Centres and one tourism operators throughout June, along with 15 boxes sent to the Let's Go Caravanning and Camping Show for distribution on the Caravanning QLD and Southern Queensland Country stands in early June.

Attachments

Nil.

Recommendation

THAT Council receive the Tourism and Promotions Report for the month of June 2023 and that the contents be noted.

Resolution

Moved – Cr Isidro

Seconded – Cr Wendt

“THAT Council receive the Tourism and Promotions Report for the month of June 2023 and that the contents be noted.”

Carried

Vote - Unanimous

Subject:	Corporate Services Monthly Report – 2023
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 2023.

Records

Focus this month has continued to be on documenting internal processes to assist with the transition to a new records team leader. Demand on the team due to ever increasing documents received and reluctance amongst incoming staff to comply with the existing records management policies in place has significantly impacted the ability to make progress on long term projects.

Group training and information sessions were conducted with several teams to increase understanding and compliance with the recordkeeping policies and procedures however recordkeeping compliance across the organisation continues to be a concern. Input has been provided into the review of Council's information management policies to simplify and clarify requirements, with a report to be prepared for Council's consideration in the near future.

Information and Communication Technology (ICT)

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

Enhancements to our cybersecurity defences and antivirus systems have been investigated and implemented.

Further upgrades to office network equipment and NBN technologies have been completed and progressed across multiple sites.

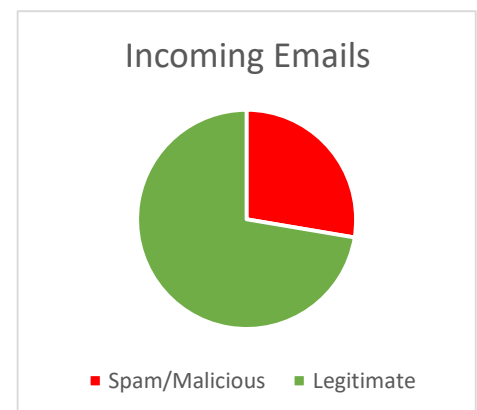
Cyber Security

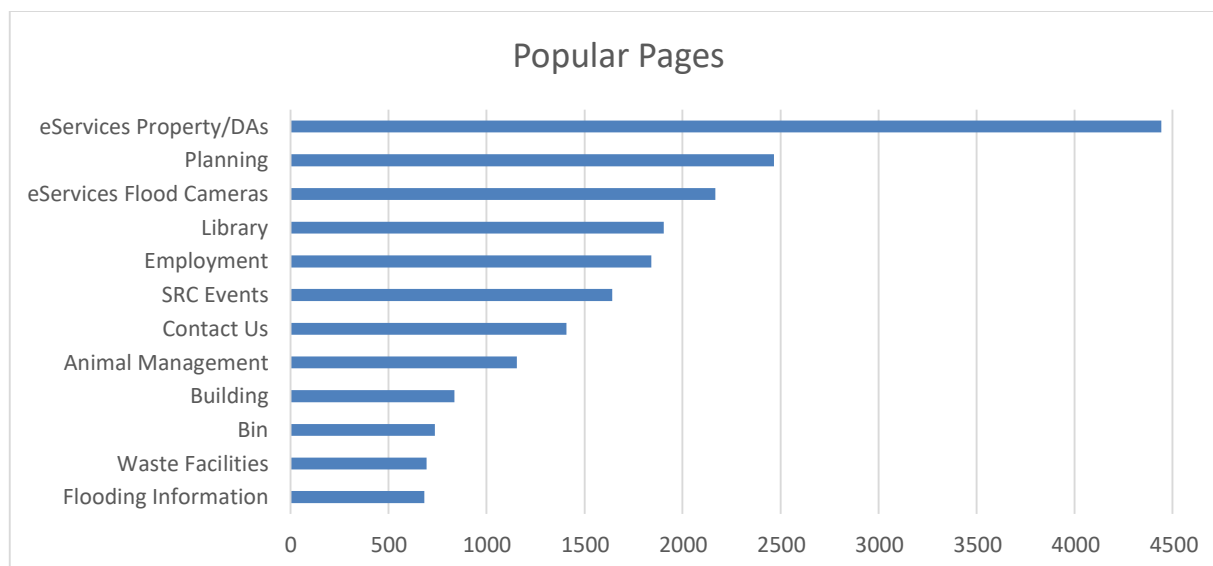
The number of incoming malicious emails continued to increase with a slight decrease in total emails overall. Phishing emails continue to target Office365, file sharing services and videoconferencing utilities, with several incoming malicious emails received from compromised email accounts at vendors and other government entities including Councils.

Internet facing resources continue to be bombarded with targeted attacks, with the Australian Cyber Security Centre (ACSC) and Queensland Government Chief Information Officer (QGCIO) warnings of ongoing campaigns by foreign nations and organised hacker groups targeting Australian government and business networks enduring.

Websites

The primary corporate website (someset.qld.gov.au) received 39,111 page views for the month, and eServices (eservices.someset.qld.gov.au) received 16,588.





Governance and Business Improvement

Policy Review

The Queensland Ombudsman (QO) investigates complaints about the actions and decisions of Queensland local governments. The QO recently produced a report identifying the top 5 problems identified in the complaints they have investigated over the last 20 years. Findings included:

- 69% of reports identified an issue about policies and procedures as a factor for the problem under investigation.
- 50% of QO reports identified a deficiency in information and records management as a factor for the problem under investigation.

As a Team striving for Excellence, we can all do our part to reduce the likelihood of Team Somerset contributing to the Queensland Ombudsman's complaint statistics.





The Information Services Team have made significant progress reviewing and revising all Council's policies that relate to Information Management. The final draft will be presented to Council for consideration after the new Records Team Leader has an opportunity to review and comment upon the contents.

Council has a legal obligation to comply with information management provisions within the *Public Records Act 2002*, *Right to Information Privacy Act 2009*, *Information Privacy Act 2009* and the *Local Government Act 2009*.

Councillor and Staff compliance with the provisions of this legislation is important, as failure to adequately keep records in Council's *Electronic Document Records Management System (EDRMS)* could leave individuals at risk of prosecution for disposal of public records. It also presents a risk to Council if records are not contained within Council's EDRMS, as information relevant to decision making has not been captured and is therefore not available for Councillors and Staff to rely upon in future. This is particularly concerning when staff turnover is high.

It is intended that best efforts be made to simplify and reduce the amount and complexity of Council's policies to encourage greater compliance with legislative requirements.

The Condensery – Somerset Regional Art Gallery

<p>316 visitors</p> 	 <p>10225 social media reach</p>	 <p>1 x Exhibition Presented (Things I want to say) 2 x Exhibitions in Development</p>
<p>June Feedback</p> <ul style="list-style-type: none"> • “Wonderful show again!” • “Loved it!” • “Inspiring young talent” • “Thanks for the tour, very interesting.” • “Wonderful, lovely cross section of works.” • “A hidden gem!” 		 <p>1 x educational program (Creation Station)</p>

Artistic Program

The exhibition *Things I want to say* was open throughout the month. This exhibition focusses on artists with a connection to Queensland; the exhibition encourages conversation around navigating one's sense of self within the pressures of broader society.

Preparations for the next exhibition *The Good* which exhibits work by Anna Louise Richardson are underway, opening 22 July. This month the exhibition was successful in receiving further funding (via M&G NSW) by the Australian Government via the Australia Council for the Arts, allowing for a national tour.

Learning and Engagement








Things I want to say is accompanied by a youth engagement program developed by youth engagement specialist Jo Higgins and led by local artist Zenus Moonbeam. Preparations this month went towards an Art Party on 1 July at The Condensery from 11 – 3pm and is aimed at families and young adults from across the region.

Community workshops are underway for Healing Garden an exhibition of works by Hiromi Tango. Two local artist educators, Makiko Ramsey and Jane Nicholson, are employed to run these creative workshops in the community.

Operational

The Condensery's new Gallery Curator commenced in the role.

Somerset Libraries

 4775 Reach 1125 Followers 12 Posts	 1905 Website visits	 12,639 Physical Items Circulated	 44 Events and Activities
 525 Computer Bookings	 5314 ▲ x% Catalogue Searches	 6759 ▲ x% Total Interactions 55 New Members	2298 Esk 1762 Kilcoy 1990 Lowood 554 Toogoolawah 155 Outreach

Somerset Libraries News

During the month of June Somerset Libraries continued all our regular events with the number of attendees plateauing. Staff are continuing to promote all these events via a variety of different means, with word of the mouth proving to be the most successful. Five adult craft activities were conducted along with five school holidays activities. We have seen the first week of school holidays with a Christmas in July theme.





Somerset Libraries supported the 2023 Reader's Cup competition, which was held at Fernvale State School. The event reached 115 staff, students, parents, and carers.

Behind the Scenes:

June saw the release of oral histories onto the library catalogue which was the finalisation of the Rails and Tall Tales project supported by the State Library.

Bulk loan deliveries continue to the Aged Care facilities within Somerset providing much needed outreach to those unable to visit a library.

Somerset Civic Centre

 <p>27 Days open</p>	 <p>3 Events with attendance over 250 Total visitation 1,671</p>	 <p>9 Facebook Posts 482 Followers 12,968 Facebook Reach</p>	 <p>3 programmed events</p>
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Somerset Civic Centre News

June was a busy month for the Somerset Civic Centre with visitation and large events on 27 out of 30 days of the month.

Three events were attended by more than 250 people. These were the Kransky Sisters (330), Murphys Pigs (250), and a private hire funeral (350). The Farmers Big Night Out also welcomed 140 guests and 11 contractors.

This was also reflected with June making up 13% of ticket sales revenue for the year and 44% of bar sales revenue (not including the drinks for the Farmers Big Night Out). The Kransky Sisters show accounted for 19% of tickets sold in the 2022-2023 financial year.

The Kransky Sisters was a particularly significant show for the SCC. It attracted our largest attendance for a programmed event with paid tickets. Further, it was the highest ticketing price for a show that the venue has charged to date. The event was deliberately timed to be the night before an existing large event in Esk to attract visitors from outside the region who were travelling to the area for that event and this diversity of attendees was noticed by staff working on the evening. Reaching 319 attendees is a testament to the potential of the venue to sell tickets to higher quality shows under the right circumstances and the growth that has been accomplished in the last two years.

The second Somerset Arts Networking workshop for the year saw 25 attendees visit to learn about harnessing the power of social media to develop their brands, products, or

businesses. It was a diverse group of attendees with some coming from the Lockyer Valley and with varying goals and levels of experience with social media. Prior to this workshop, the facilitator was confirmed and ticketing set up for the final workshop in November so it could be promoted at the June workshop. Six people signed up on the day.

The Somerset Civic Centre continued to support Council by hosting five meetings and webinars from various departments; workspace for the financial audit team; the Farmers Big Night Out; and a two-day community seminar.

Meetings were also held with various promoters and artists for future programs and shows to be brought to Somerset and supported or programmed by the SCC, including morning melodies, an arts festival, Opera Queensland, children's shows, and a pop-up recording studio. Opera Queensland will be delivering two shows in late August that the SCC is offering free to up to 1200 primary and high school students from the region. Schools were contacted and sent information before the end of term and three schools have already confirmed they will bring students.



Top left: attendees ask questions of Arts Networking Workshop facilitator Alex Stalling; top right: Shane Webcke speaks at the Farmers Big Night Out; bottom left: the Kransky Sisters perform; bottom right: the Kransky Sisters iconic car parked out the front for their show.

Community and Youth Development Report

The following contains an overview of Community and Youth Development programs and projects for the month of June 2023.

Mental Health Initiatives: A third SafeTALK workshop was held during June, making three in total delivered over a five week period. The three hour workshops are designed to help members of the community become more alert to possible signs of suicidal thoughts and know how to respond. A two day ASIST workshop was also held at the end of the month for those who wanted to learn how to perform an intervention when someone is suicidal. Fifteen people attended. These courses are internationally recognised as best practice and were

funded by the Localised Mental Health Initiatives Grant provided to Council by Queensland Health.

Farmers Big Night Out: A booked out Farmers Dinner was held at the Somerset Civic Centre on 22 June. In total, around 140 farmers attended, with the majority being beef farmers, followed by small crop farmers. Most came from the southern or middle parts of the region. Attendees listened to guest speaker Shane Webcke talk about farm safety and enjoyed a two course meal catered by Brisbane Valley Farm Direct. A participant survey indicated that most farmers booked to attend due to the opportunity to socialise with other farmers but indicated that the talk by Shane was the most enjoyable part of the evening. The meal was also rated highly.



Over 100 local farmers enjoying the complimentary Farmers Big Night Out on 22 June at the Somerset Civic Centre

Support Service: Most enquiries for the month were from older persons needing assistance. This included making their homes safer. Reports of families struggling to make ends meet were also reported through the interagency meetings, with one Chappy describing more children coming to school hungry than ever before. Work is currently in progress to develop foodbanks in Esk and Kilcoy through the local churches.

Service information: New youth connect cards were developed to ensure the information is current and up to date. These will be distributed to the high schools after the school holidays. Fridge magnets highlighting the Somerset - Connecting Our Community Facebook page, support services directory and the Wellness Hubs were developed. Bulk mail outs were also sent out through the postal services to the middle and northern regions of Somerset where most people are likely to connect with the hubs. Magnets to the southern parts of the Somerset Region are yet to be distributed. Work has commenced on updating information and contact details for Community Support Services Directory, to ensure information is accessible and relevant to community members.

Youth Engagement Strategy

Collected completed youth surveys from Kilcoy and Toogoolawah State High Schools. Youth consultation with Lowood State High School on 15 June, in addition to providing them the Youth Survey which will be collected after school holidays.

Talkin' It Up! Regional Youth Mental Health Forum

Facilitator meeting via Teams took place on 22 June to discuss outstanding actions and finalise decisions. A small collective of the Talkin' it Up Committee met in person on 29 June

at Goodna Community Health to put registration packs together for the schools attending. Youth and Community Development Officer will be assisting with Technology support for Talkin' It Up Event to be held on 14 July.

Community Recovery and Resilience Officer Report

Community Engagement

The Community Recovery and Resilience Officer (CRRO) attended a facilitator meeting as part of the Youth Talkin' It Up event at Lowood State High School. During this briefing, some training was provided to all of the community volunteers who will be assisting the young people on the day. This training meeting provided the knowledge and materials to direct the 300 young people through a variety of engagement activities.

As well as the regular monthly interagency meetings, consultations continue with Queensland Health to bring about the Kilcoy Wellbeing Festival in October this year. The plans are to make this year's event a good opportunity to celebrate the many cultures in Kilcoy as well as to strongly promote wellbeing and resilience within the community.

The Healing Garden Art Workshops continue to provide mindfulness and resilience strategies through the teaching of a craft. Participants from Toogoolawah Anglican Women's Group have been engaged in the activities and are keen to be exhibiting their contributions to the final community exhibition at the Condensery in December.

Building Inclusive Disaster Resilient Communities

The CRRO and Community Development Coordinator, in collaboration with the Queensland Disability Network, have begun the production of a video depicting preparedness scenarios and emergency considerations for those in our community who are living with a disability. This video resource is intended to provide specific information from the perspective of some of the more vulnerable groups in our community. It will be attached to the Disaster Dashboard and linked to key promotional material.

Building of Resources for Disaster Management

The CRRO has produced Emergency Document Wallets which will contain an All-Hazards Emergency guide specific to the Region as well as emergency preparedness resources. Resources will include a personal plan template, a pen and wind-up torch to keep together in the case of evacuation, inundation, or loss of power. These wallets will be included in the new residents' Welcome Kits and will also be distributed at events and shows over the next year.







Commencement of the Community Recovery Service Navigator for Somerset

As part of the state and federally funded Community Recovery program, a Community Recovery Service Navigator (CRSN) has been employed to cover the Somerset Region over the next 12 months. This position is designed to provide case management to anyone experiencing financial or emotional hardship due to past weather events and natural disasters. Based at the Laidley Neighbourhood Centre, the CRSN will act as a point of intake and assistance to help applicants to navigate the flood recovery structural assistance grants as well as provide links to other services. The CRSN has been able to attend events and community meetings in order to promote the service in the Somerset Region. The CRSN is keen to collaborate with the CRRO to bring services and opportunities to this area.

Sport and Recreation

The following contains an overview of Sport and Recreation programs and projects for the month of June 2023.

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 Braking the Cycle program had 55 young people participate in driving lessons, recording a total of 57 hours. Two young people passed their driving exam and obtained their driver's licence. 55 young people participated in the basketball after dark program. The gymnastics program held its Annual Midyear Showcase with over 104 students in attendance. The Get Set for Work Program saw students undertake Cert II in Work and Vocational Pathways training. One minor incident reported. No action by Council required. 	3,113 Attendance Record for June Third Highest Monthly Attendance Record Attendance for the Financial Year (34,524)	 +236 (2,877)	 -11 (1,215)
Kilcoy Indoor Sports Centre	<ul style="list-style-type: none"> Collaboration with local GPs and Allied Health to deliver new program - Healthy Knees and Hips. Continuation of All Abilities program. Significant attendances for the Kilcoy Gymnastics Club activities – over 1,400. No incidents to report. 	2,582 Record Monthly Attendance for the KISC Attendance Record for June Record Attendance for the Financial Year (25,960)	 +470 (2,112)	 -9 (101)
Toogoolawah Community Gym and	<ul style="list-style-type: none"> The swimming pool is currently closed for the winter period. During this time the gym continues to 	800	 +426 (374)	 -3 (51)

Swimming Pool	<p>operate per the winter operating times.</p> <ul style="list-style-type: none"> • Off-season maintenance and capital works have continued, including splash pad servicing. • New exercise physiologist seeing over 30 seniors per week. • Direct debit fees reduced from \$70 per month to \$60 for adults. • No incident to report. 	Attendance Record for June Record Attendance for the Financial Year (27,013)		
Kilcoy Aquatic Centre	<ul style="list-style-type: none"> • The facility is closed for the winter period. • Maintenance and capital works continue, including depth marker tile installation and tile repair, fixture enhancements, plant maintenance and servicing, and upgrading of the heating for the Learn-to-Swim / Therapy pool. 	N/A	N/A	N/A
Lowood Swimming Pool	<ul style="list-style-type: none"> • The facility is closed for the winter period. • Procurement is currently underway to engage a contractor to undertake the works to construct the new carpark for the facility. 	N/A	N/A	N/A

Sport and Recreation Highlights and Projects

- A new Sport and Recreation Officer (part-time) has commenced on 13 June on a fixed-term contract (12 months).
- Council Officers continue to progress the Kilcoy Indoor Sports Centre redevelopment development application.
- Registrations for the Somerset Rail Trail Classic continue to grow. Registrations for the event were over 700 by the end of June. Registrations are well in front of last year's numbers following the closure of early bird registration period. Council Officers, in conjunction with the event coordinator – Atlas Events, are progressing planning and logistics tasks. A wide range of event collateral and marketing activities are currently being undertaken to grow registration numbers at the event including radio, print and posters.
- Planning continued for the installation of an irrigation system and field refurbishments (including the installation of new goal posts) at the Esk Football Grounds and the extension of the Brisbane Valley Soccer Clubhouse to include amenities facilities at the Lowood Recreational Complex.

- Council Officers continued planning with the Kilcoy District Rugby League Club in hosting the Queensland Rugby League Hostplus Cup match on 15 July at the Hopetoun Sport Fields as part of the Hostplus Cup annual Country Round initiative.

Attachments

Nil

Recommendation

THAT the Corporate Service Report for June 2023 be received and the contents noted.

Resolution

Moved – Cr Gaedtke

Seconded – Cr Wendt

“THAT the Corporate Service Report for June 2023 be received and the contents noted.”

Carried

Vote - Unanimous

Subject:	Building Back Stronger – Scrub Creek Road
File Ref:	Emergency response – REPA – 2022 Severe Weather Event – February and May
Action Officer:	DOPER

Background/Summary

Under the State and Federal Disaster Recovery Funding Arrangements, Council has applied under the Restoration of Essential Public Asset and Category D Betterment for a more resilient solution to replace the concrete causeway that failed during the floods of 2022. Council received advice on 29 June 2023, that this application has been successful for a new concrete bridge estimated in excess of \$5M.

The Betterment program allows Councils to rebuild essential public assets such as roads and bridges to a more resilient standard to help these assets withstand the impact of future disasters. Somerset Regional Council has been successful in the past obtaining 42 Betterment projects since the program began to replace timber bridges with concrete structures, seal steep gravel roads to prevent scouring and extending bridge and causeway approaches to allow for rapid reopening of roads after flood waters recede.

Under the Betterment program, Council contributes a small percentage towards these Betterment projects, above the cost of what restoration with like for like asset.

The Scrub Creek Road community will have the current concrete causeway replaced with a new concrete bridge which will be at the same level of the current bridge at this crossing of the Brisbane River increasing their access during smaller floods.

Council is still await advice from the Queensland Reconstruction Authority on other Betterment projects lodged and is hopeful that other resilient building projects may also be approved.

Attachments

Nil

Recommendation

THAT Council

1. endorses the actions of the Chief Executive Officer in executing the Scrub Creek Road Brisbane River Crossing betterment funding agreement.
2. authorise the Chief Executive Officer to execute further betterment funding applications should they be successful.
3. contributions to successful betterment funding be incorporated into a future budget review.

Resolution

Moved – Cr Brieschke

Seconded – Cr Wendt

“THAT Council

1. endorses the actions of the Chief Executive Officer in executing the Scrub Creek Road Brisbane River Crossing betterment funding agreement.
2. authorise the Chief Executive Officer to execute further betterment funding applications should they be successful.
3. contributions to successful betterment funding be incorporated into a future budget review.

Carried

Vote - Unanimous

Subject:	Lions Club of Esk – Lighting of Community Christmas Tree and Christmas Tree Markets, Food Stalls and Children’s Rides
File Ref:	2022-2023 – bookings – parks and reserves Doc Id 1508382
Action Officer:	CSSA

Background/Summary

An application has been received from Lions Club of Esk seeking approval to light community tree in Esk Memorial Park, markets, food stalls and rides for children. The event is proposed for Saturday, 2 December 2023. Setup would start at 3pm, with the event operating from 5pm to 9pm and pack up and leaving the parks by 10pm.

This is the first time the Lions Club of Esk will be holding this proposed event. The event will be held in both Esk Memorial Park and Pipeliner Park. The lighting of the Christmas tree will take place in Esk Memorial Park with the markets, food stalls and children’s rides being set up in Pipeliner Park.

The Lions Club of Esk have applied for an application to work within a road reserve or on Council land which is currently being reviewed for the installation of fairy lights and solar panels in tree in Esk Memorial Park.

Attachments

Nil

Recommendation

THAT approval is granted under Council’s Local Law No. 1 (Administration) 2001 and Subordinate Local Law No. 1.13 (Undertaking Regulated Activities on Local Government

Controlled Areas and Roads) 2011 to Lions Club of Esk for lighting of Community Christmas tree lights in Esk Memorial Park and Christmas Tree markets, food stalls and children's rides in Pipeliner Park on Saturday, 2 December 2023.

Conditions of Approval

1. The approval is limited to the area of the park as identified on the approved site plan.
2. The approval holder must display this approval at the approved event and must produce the approval inspection by an authorised person on demand.
3. The event is to be held between the hours of 5pm and 9pm. Set up for the event may start from 3pm.
4. All displays, stalls, vehicles are to be removed from the site by 10pm on Saturday, 2 December 2023.
5. No tent pegs or stakes to be used within the park for setting up of gazebos and bunting.
6. Camping is not permitted on Council land.
7. The approval holder must keep the area in a clean and tidy state, and is required to adequately provide for the collection and disposal of waste generated by the event.
8. Vehicles are not permitted in the park unless the approval holder has sought prior approval.
9. The approval holder must provide and maintain the following number of toilets and sanitary conveniences for the projected number of people attending the event as per your application –

	WC	Urinals	Hand Basins	WC	Hand Basins
<300	1	2	2	4	2

10. The number of toilets and sanitary conveniences include the number of existing public toilets within the park. Further, these facilities will require cleaning and/or stocking up of supplies.
11. Activities at this event must not cause a nuisance as defined by the *Environmental Protection Act 1994* and not cause a nuisance for neighbouring properties.
12. The event must not create a traffic nuisance or increase in existing traffic nuisance detrimentally affect the efficiency of the road network in which the activity is undertaken.
13. The approval holder must make all arrangements associated with the safe running of the event.
14. Market stalls and any activities must not unreasonably detract from the amenity of the area in which the event is located.
15. Market stalls and activities at this event must not create a safety risk.
16. The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
17. The approval holder must ensure that the design and construction of all structures that form part of the market stalls and activities are safe and appropriate to the nature of the activity proposed and the number of people expected to attend.
18. All buildings, structure, vehicles, facilities or equipment used in the operation of the event must be maintained at all times:
 - In good working order; and
 - In good state of repair; and
 - In a clean and sanitary condition.
19. All temporary signage for the event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display one day after the event.
20. The approval holder must ensure that there is adequate parking available and that the through traffic is not impeded due to this event.

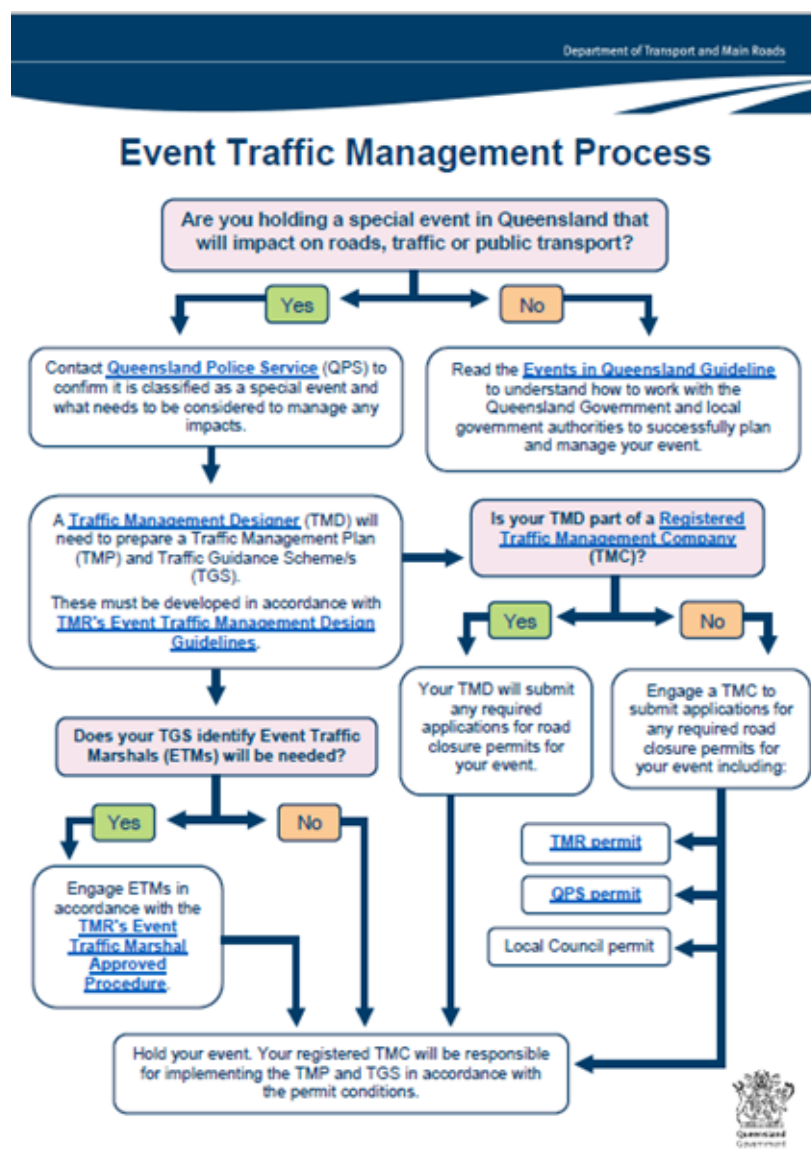
21. All work on Council controlled roads must be carried out in accordance with the Manual of Uniform Traffic Control Devices and any other relevant state standards, regulations or laws.
22. Any change to the details provided to Council regarding this event shall be notified to Council in writing.

Licences/Permits

23. The approval holder must ensure that a food licence issued under the *Food Act 2006* is obtained (to the extent that is required) by all stall holders selling food at the event by contacting the Environmental Health Section of Somerset Regional Council for further information.
24. The approval holder is responsible to ensure food operators have required appropriate food business licences.

Event Traffic Management

25. The event organiser must comply with the new Temporary Traffic Management (TTM) standards including any associated Traffic Management Plans (TMP) and Traffic Guidance Schemes (TGS).). [Event Traffic Marshals \(Department of Transport and Main Roads\) \(tmr.qld.gov.au\)](https://www.tmr.qld.gov.au)
26. Copies of approved permits from QPS and TMR to be provided to Council prior to the event.
27. A Traffic Management Plan including a Traffic Guidance Scheme to be forwarded to Council in advance of the event for approval.



Public Liability Insurance

28. 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.
29. 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. The approval holder must produce copies of these public liability certificates of currencies for inspection by an authorised person on demand.
30. In the event of prevailing wet weather, a joint inspection of ground conditions is to be conducted with the approval holder and Council's Park and Gardens Supervisor. Should the grounds be deemed unsuitable for the purpose of the event and no other arrangements can be made, the event will be cancelled.

Assistance provided by Council

31. Council will assist by:-

- supplying five community bins to Pipeliner Park to assist with waste management during the event. If additional bins are required, Council can supply up to a maximum of 20 at a cost of \$5 per bin.

- Providing access to power supply. You will require keys to unlock the power boxes and you will be required to pick the keys up from Council's office in Esk by 4pm on Friday, 1 December 2023 and to return the keys the following business day.
- If the approval holder fails to collect keys from the nominated Council office prior to the event and request that a Council officer attend outside of working hours to deliver keys to provide access, you will be required to pay a call out fee of \$400.
- Provide access to water supply.

Resolution

Moved – Cr Isidro

Seconded – Cr Brieschke

"THAT approval is granted under Council's Local Law No. 1 (Administration) 2001 and Subordinate Local Law No. 1.13 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011 to Lions Club of Esk for lighting of Community Christmas tree lights in Esk Memorial Park and Christmas Tree markets, food stalls and children's rides in Pipeliner Park on Saturday, 2 December 2023.

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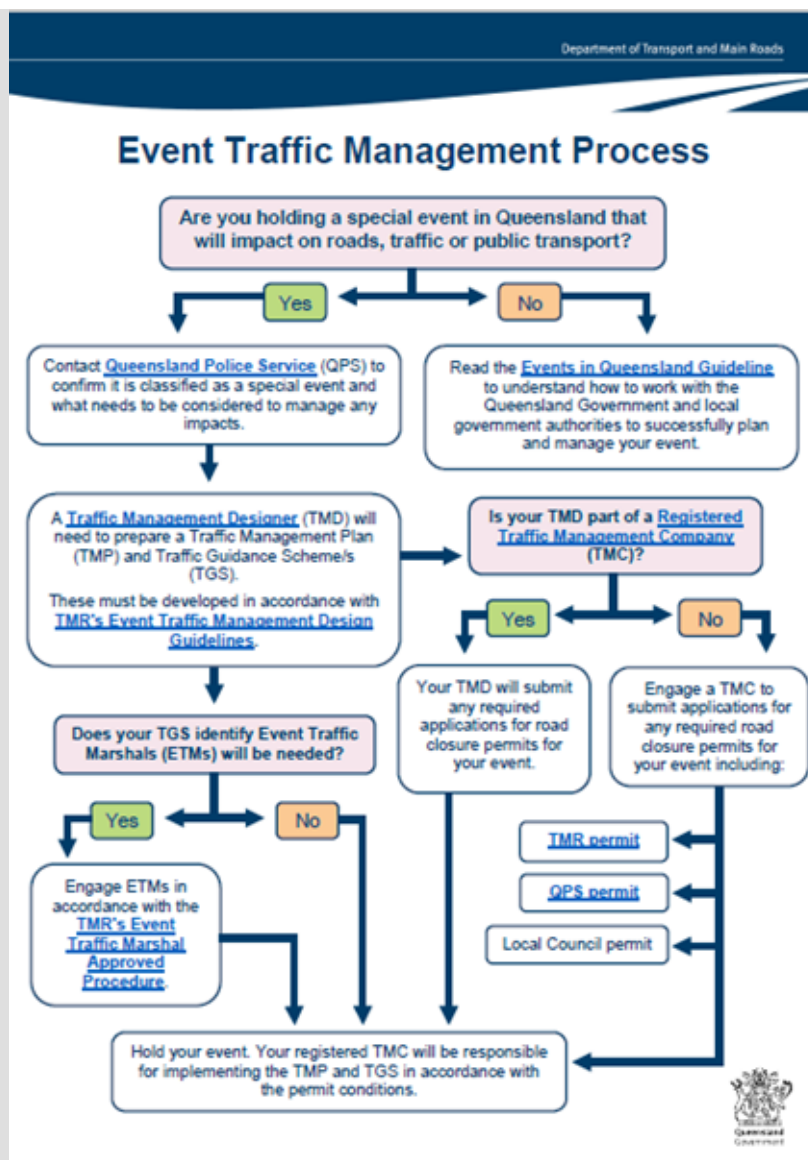
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- If the approval holder fails to collect keys from the nominated Council office prior to the event and request that a Council officer attend outside of working hours to deliver keys to provide access, you will be required to pay a call out fee of \$400.
- Provide access to water supply."

Carried

Vote - Unanimous

Subject:	Tender 1308 Facility Cleaning Contract
File Ref:	Tendering – Quotations - 2022 – 2023 Tenders - Tender 1308.
Action Officer:	PFS

Background/Summary

Council released "Request for Tender 1308" on the 7 June 2023, for the cleaning of Council facilities and ten submissions were received by closing date of 28 June 2023.

The ten submissions received are listed below:

1. Achieve Corporate Services
2. Advanced Cleaning
3. APS Cleaning
4. JR and SS Henderson
5. Nimrat Pty Ltd
6. OZK Cleaning Services
7. Quality Commercial Cleaning
8. SPS Facilities
9. Urban Clean
10. Usafi Cleaning

Of the ten submissions received four were non-conforming. The six conforming submissions are listed below:

1. Achieve Corporate Services
2. Advanced Cleaning
3. JR and SS Henderson
4. OZK Cleaning Services
5. Quality Commercial Cleaning
6. SPS Facilities

Tenderers were able to submit a price for all or some of the facilities. Prices submitted varied greatly for this contract.

The panel assessed conforming tender submissions and analysed according to the selection criteria in the tender documents - Part 3 Section 3:

- 3.1 Relevant Criteria
- 3.3 Local Business
- 3.3 Key Personal Skills and Experience
- 3.4 Tenders Pricing

Attachments

Confidential Tender 1308 Price Analysis and Price Criteria Scoring

Recommendation

THAT:

1. Council to accept the offer from JR and SS Henderson for Tender 1308 (Somerset Dam – Coronation Hall and Public Toilets) for a three (3) year period with the option of a two (2) year extension period, commencing 1 August 2023.
2. Council accepts the offer from Advanced Cleaning for Tender 1308 – Facilities Cleaning for a three (3) year period with the option of a two (2) year extension period, commencing 1 August 2023 for the remaining facilities.

Resolution

Moved – Cr Gaedtke

Seconded – Cr Wendt

“THAT:

1. Council to accept the offer from JR and SS Henderson for Tender 1308 (Somerset Dam – Coronation Hall and Public Toilets) for a three (3) year period with the option of a two (2) year extension period, commencing 1 August 2023.
2. Council accepts the offer from Advanced Cleaning for Tender 1308 – Facilities Cleaning for a three (3) year period with the option of a two (2) year extension period, commencing 1 August 2023 for the remaining facilities.”

Carried

Vote - Unanimous

Subject: Operations Report for June 2023
File Ref: Governance – Reporting – Officer Reports
Action Officer: CSSA

Background/Summary

Engineering Services Team (Gary Love)

This month, the Engineering Services Design Team continues design delivery for the 2023-2024 budget design program. The team has continued to provide engineering support to the works department on several projects such as; Murrumba Road culverts, Royston Street, Glamorgan Vale Road, preliminary setting out for Esk Crow Nest Road Stage 2 projects and has continued managing design projects outsourced to design consultants:

- Esk Crow Nest Road Stage 2, Ivory Creek Road as well as Clarendon Road designs

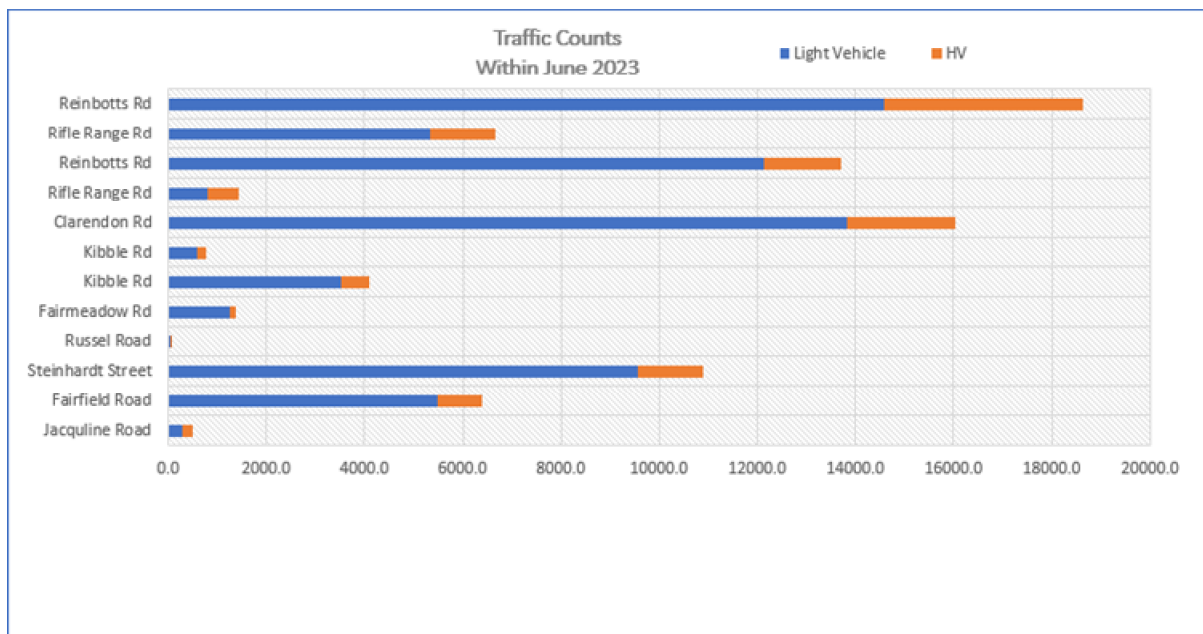
The team has also finalised and updated asset system with storm water inspection data for Toogoolawah provided by Proterra Group.

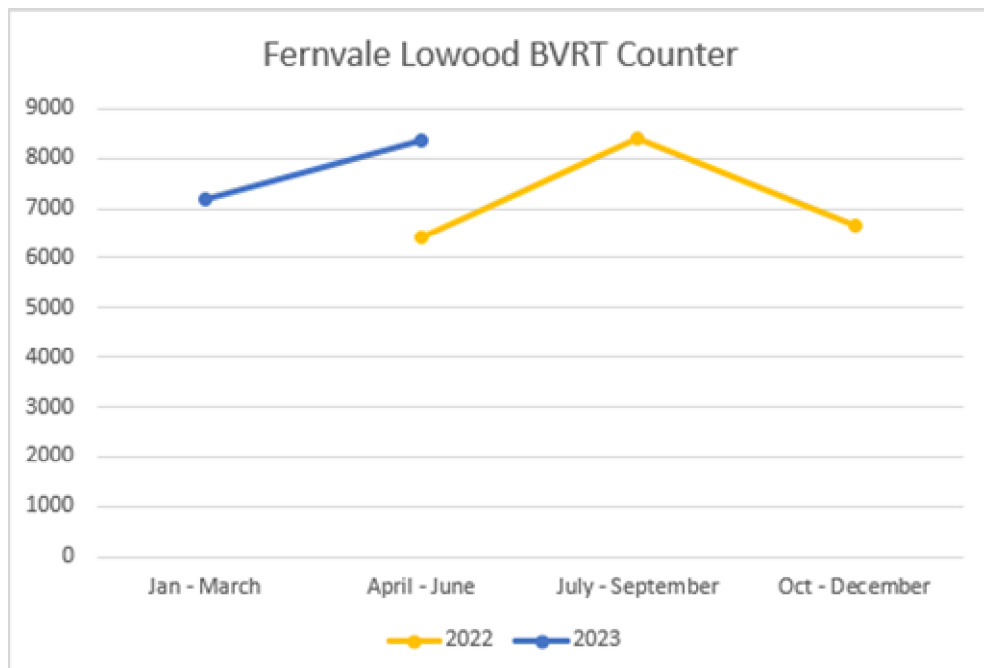
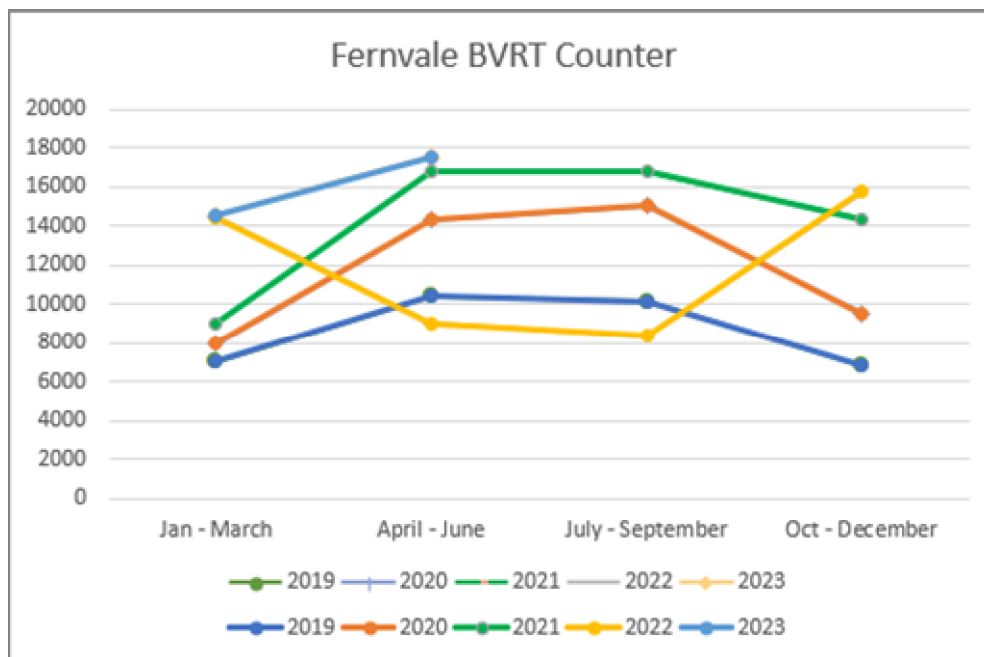
The Engineering Services Team provide engineering development advice to the planning department and assessment and applicant response to Operational Work applications.

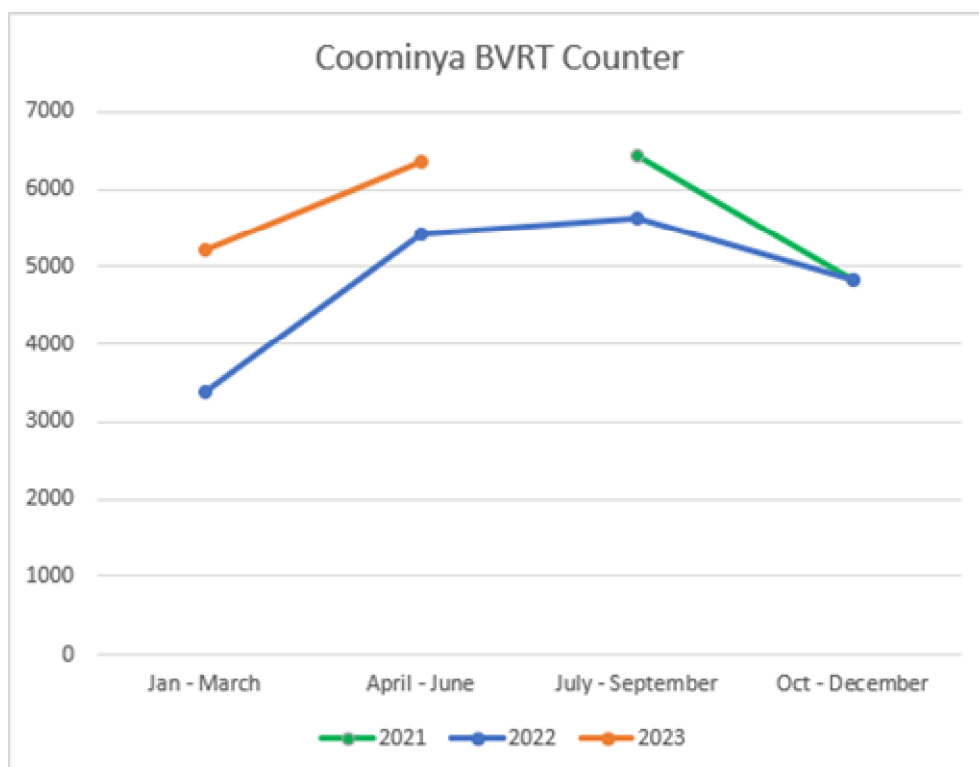
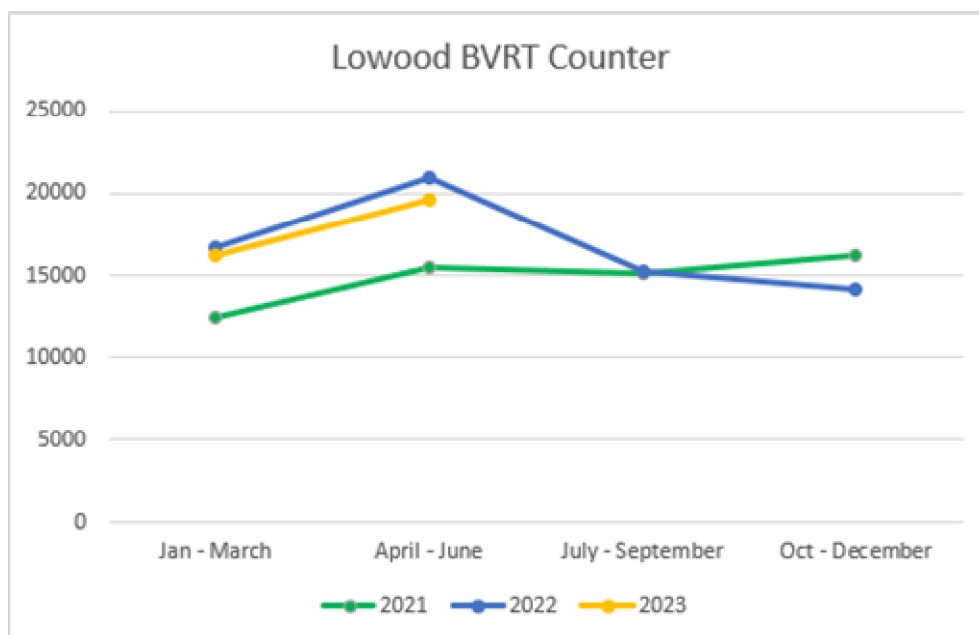
The Engineering Services Parks and Facilities Team continues to oversee operations in the parks and facilities areas and finalising cleaning contracts in the region.

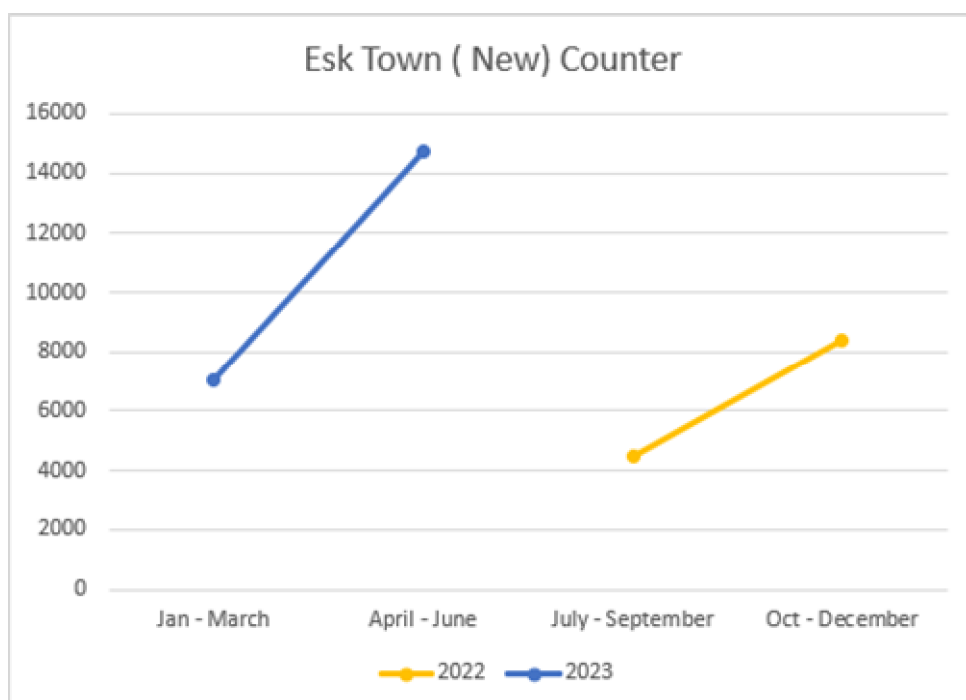
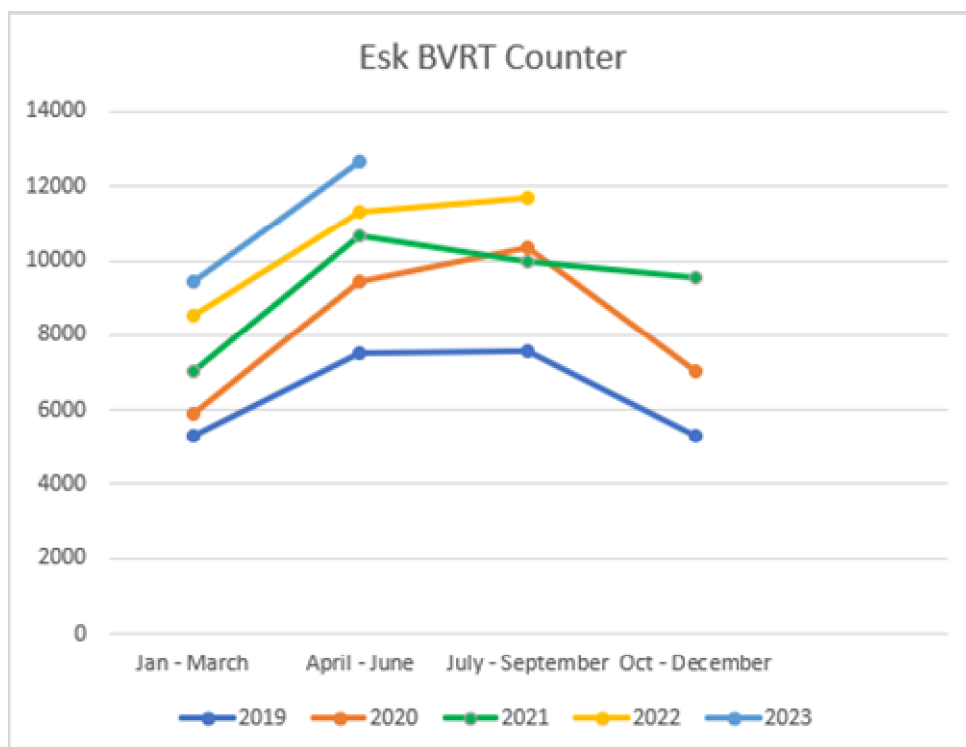
The Engineering Services Team also continue to set out traffic counters within the region and provide continual assessment of Council infrastructure to ensure our information remains current within our asset and GIS systems, as well as overseeing works within road reserve applications, property access applications and heavy vehicle permits.

	Jun-23	Jun-22
Land Access Permit	32	63
Property Access Applications	13	30
National Heavy Vehicle Regulator Permits Processed	2	5









Works Team

Completed Projects through 2022 / 23:

- Rose Street, Kilcoy - kerb and channel
- South Street, Esk - footpath and childcare entrance
- Sandy Creek walking Track, Esk – repair works
- Memorial Park, Esk – footpath replacement
- Mack Street, stage 2, Esk – kerb and channel and road works
- Patrick Street, Lowood – kerb and channel, footpath and roadworks

- Copley Lane, Sandy Creek Bridge, Crossdale
- Wade Street, Kilcoy – kerb and channel and road
- William Street, Kilcoy – traffic islands and road works
- Mt Tarampa Road, Mt Tarampa – rehabilitation – stabilisation
- Rail Trail heads, Esk to Toogoolawah
- Ipswich Street, Esk – footpath – Club Hotel to Peters Street
- Ipswich Street, Esk – Streetscape – footpath stencil
- Cairnsroft Street, Toogoolawah – footpath
- Rail Trail, Esk to Toogoolawah
- Gunyah Street, Toogoolawah – drainage
- George Street, Linville – footpath
- Abbotsford Street, Toogoolawah – footpath
- Fulham Street, Toogoolawah – footpath
- Mangerton Street, Toogoolawah – footpath, kerb and channel and drainage
- Banks Creek Road, Fernvale – kerb and channel, footpath, and drainage
- Creek Street, Esk – Culvert and open channel works
- Western Branch Crossing #35, Mt Stanley.
- Colinton Street, Braemore – sealing of road.
- McConnell Street, Braemore – sealing of road.
- Lowood Minden Road / Jensens Swamp (Minden) intersection upgrade.
- Bernhagen Lane, Lowood - convert unused to 4m sealed area.
- Muckerts Lane, Vernor - clear area for firebreak and underground electrical power.
- Brightview Road, Brightview – Safety improvements.
- Gregors Creek Road, Gregors Creek - culvert upgrade, reseal, guardrail.
- Lindemans Road, Lowood - footpath, kerb & channel and asphalt in-fill.
- Simpson Street, Fernvale – kerb and channel and asphalt.
- Moore Amenities, Moore – Replace footpaths and kerb and channel at amenities.
- Royston Street, Kilcoy - Works to footpath areas at Kilcoy State School including wombat crossing, blisters and signage.
- BVRT – Ottaba to Coal Creek – rail corridor maintenance
- Yowie Park, Kilcoy – rehabilitation of asphalt footpath.

Projects underway:

- Prospect and William Street, Lowood - stormwater installation – final stage on hold pending concrete pipe supply.
- Esk Crows Nest Road, Eskdale - Stage 1 – progressing very well.
- Glamorgan Vale Road, Wanora – road widening – to be completed early July 2023.
- Waverly and Sheppards Road, Lake Manchester – two-coat bitumen seal.
- Murrumba Road culverts – replace existing corrugated structures with RCBC and RCB's
- Royston Street, Kilcoy, between Mary and Rose Streets – replace footpaths, kerb and channel sections – progressing well. Rehabilitation of pavement – to commence July 2023
- Kilcoy Landfill – rehabilitation of landfill.
- Reinbott and Dumke Road – drainage cross culvert at intersection.
- BVRT – Clarendon Road to Lowood golf course – rail corridor maintenance.

Ongoing projects:

- Mowing and slashing works on Council and DTMR
- Crews continue to complete CSR's
- DRFA continue to complete CSR's on flood-affected roads
- Maintenance to flood affected roads continues throughout the region.

- General maintenance of Council's civil infrastructure

Workshop – Mechanical

- Completed repairs, services, and scheduled maintenance of Council fleet.
- Damaged drawbar on dog trailer P.790 was removed and replaced with a new drawbar which was fabricated inhouse, trailer is back in service.
- P.612 Toro WAM mower is back in service after a six week wait for parts required to repair damage cause when the mower was tip onto it's side back in early May.
- A new small Kubota tractor with 300 litre Silvan spray tank with pump which replaces old John Deere tractor with spray unit that is 10years old, this unit is used by Mowing Crew.
- The new service truck for the workshop which arrived last month has been fitted out and has been placed in service.
- One new lease vehicle have arrived, a Toyota RAV4 Hybrid which is Councils first Hybrid vehicle since council had some Toyota Prius back in 2005
- Half yearly service of Floating Plant Group 2 has commenced.
- Quarterly inspection of all council and SES trailers has been completed.

Workshop – Fabrication

- 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, park furniture, etc.
- Fab and install handrail at Royston St Kilcoy school crossing project.
- Fab and install new security gate at Twin Bridges Fernvale, (old gate was vandalised)
- Fab new drawbar for dog trailer 790 that was bent.
- Carry out various repairs on mowers and slashers where required.

Department of Transport and Main Roads (TMR) Works

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

- Repairing potholes and sealing of patches and pavement repairs over the TMR network.
- Ongoing signage and guidepost repairs continue throughout TMR network.

Works carried out by Contractors

- Browns Contracting – REPA / QRA flood damage: Brightview Mt Tarampa region; Glamorgan Vale and Marburg region; Lowood and Minden regions. Monsildale Creek Region.
- RPQ contractors are sealing various roads throughout Council and TMR network.
- Various other contractors continue to assist with maintenance and flood damage.
- Ertech Contractors is continuing with the reconstruction of Lowood Minden Road between Litzows Road and Lukritz Road.

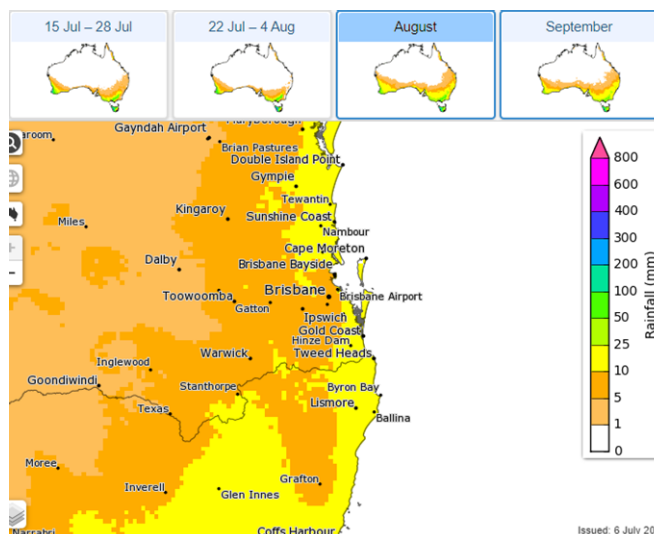
Weather Outlook

For August, below median rainfall is likely (60% to 80% chance) for much of eastern Australia.

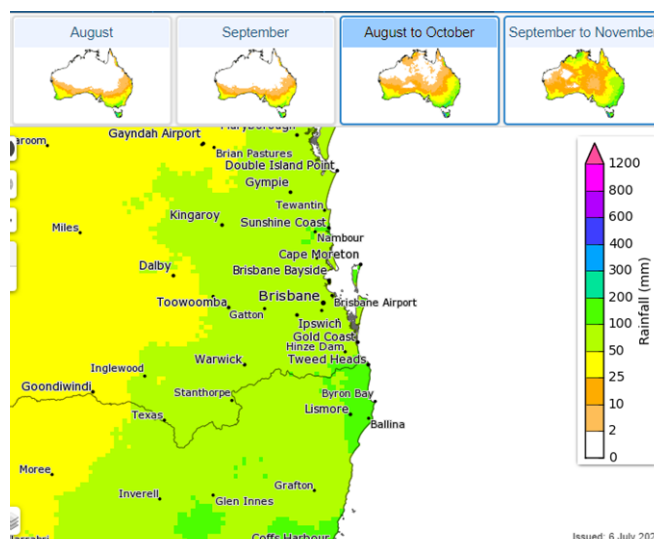
For August to October, below median rainfall is likely (60% to 80% chance) for most of Australia, which include the Somerset region.

Bushfire will remain a risk for the Somerset region over the coming season due to drier conditions forecasted and an increase of fuel loads following the 2022 rain events.

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



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



Disaster Management

Advice received that Toowoomba Regional Council are looking at upgrading the Cressbrook Dam Spillway at the request of the regulator. This project should assist in improving safety for those downstream of the Dam (i.e., Residents of the Somerset region) during large events. For a video on the project visit <https://www.youtube.com/watch?v=bND4LMlyGBY>

The following activities were conducted in June 2023

- Council has been liaising with QFES and other agencies (such as SEQWater) regarding controlled burns in several locations such as Linville and Hazeldean areas.
- Council's Disaster Dashboard upgrade is nearly complete and will allow for customised pages for various risks such as flooding and bushfire.
- Council's online flood certificate system remains popular, having now issued more than 2,500 certificates since its inception approximately 8 months ago.

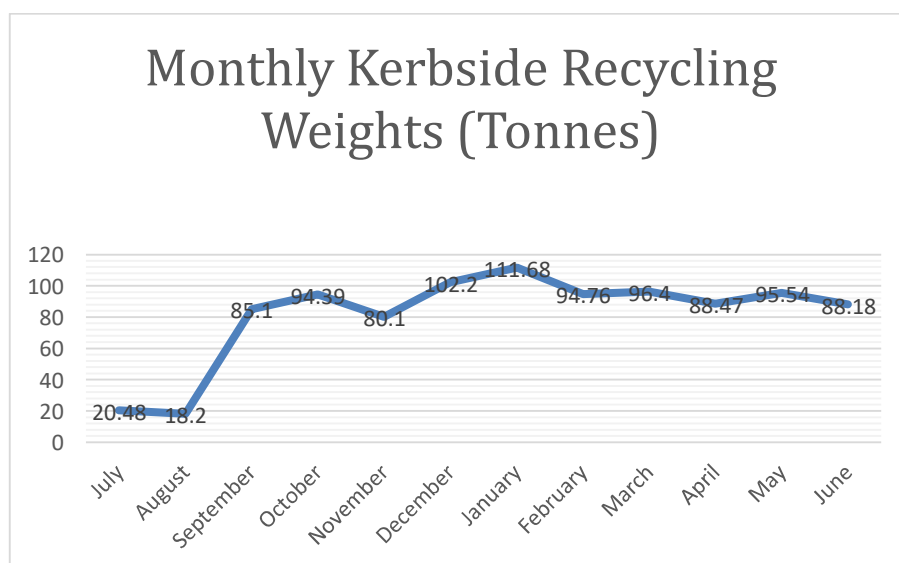
- Reconstruction submissions as part of DRFA are near completion. Council will be placing update status of the applications/works on the disaster dashboard as an interactive map.
- Council met with QFES Rural Fire to discuss hazard reduction activities in the Somerset region.
- Advice received from Qld Police that transition and integration of Disaster Management functional responsibilities from Queensland Fire and Emergency Services (QFES) into Queensland Police Service (QPS) is expected to be completed by 30 June 2024.
- Met with Urban Utilities to discuss suitable location for installation of camera facing towards the Brisbane River to assist with monitoring of the Brisbane river during peak flood events.
- A number of council staff have completed their Disaster Management training under the Qld Disaster Management Training Framework
- Council met with SES Regional Director to discuss Somerset SES arrangements into the future.
- Worked with WaterRide to look at future enhancements to the Flood Certificate system delivery. Currently being reviewed by engineering and planning staff seeking input.
- Attended Lockyer Valley Regional Council and assisted with evaluation of their LDMG exercise.
- Bushfire Risk Mitigation Plans were presented to Council for review by the Local Disaster Management Group.

Waste Management

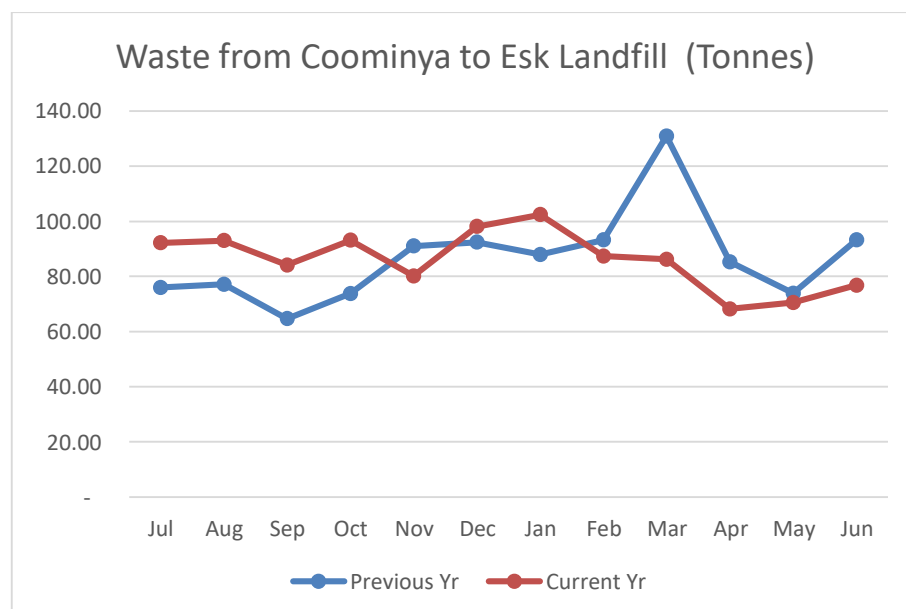
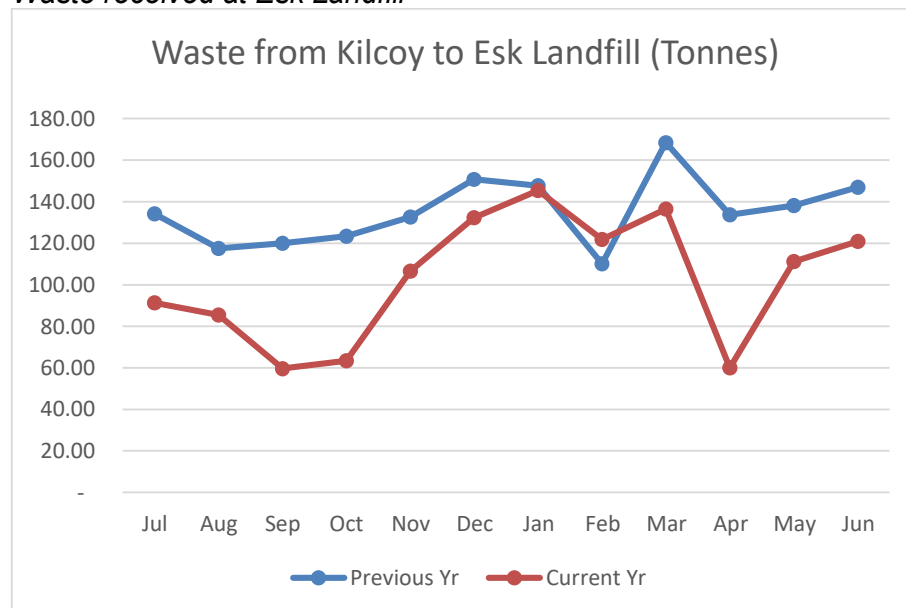
Kerbside Collection Contract – Ipswich Waste

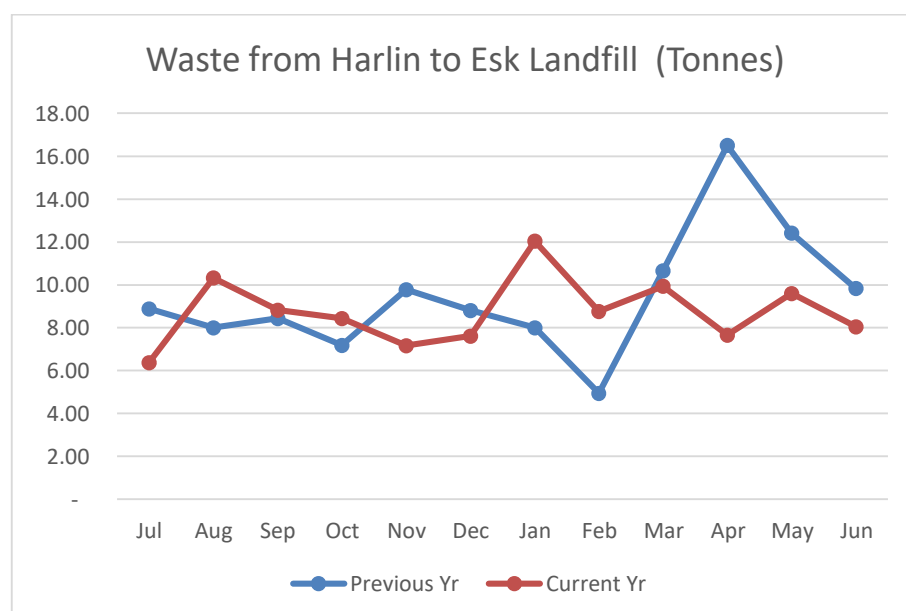
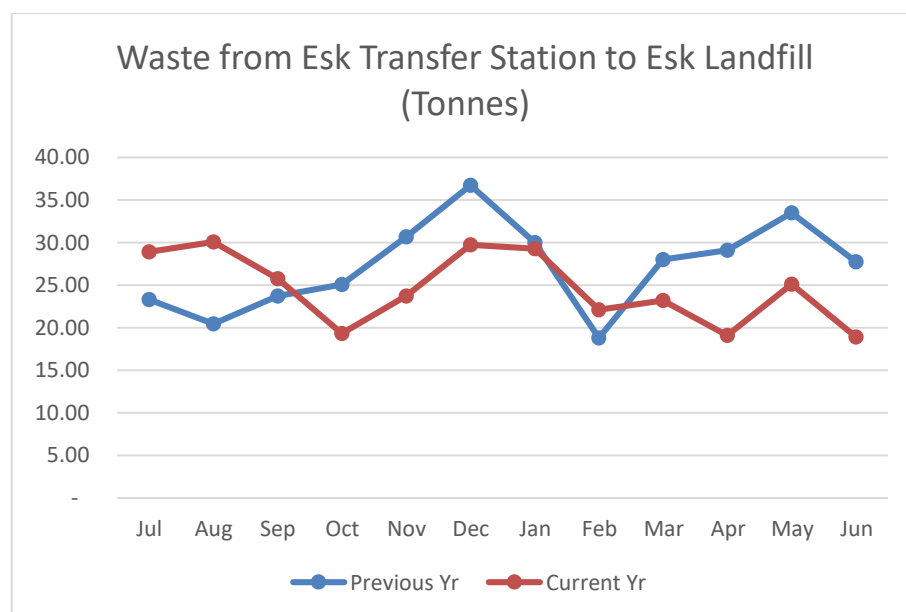
During the month of June 2023, there were 58,272 kerbside services performed –

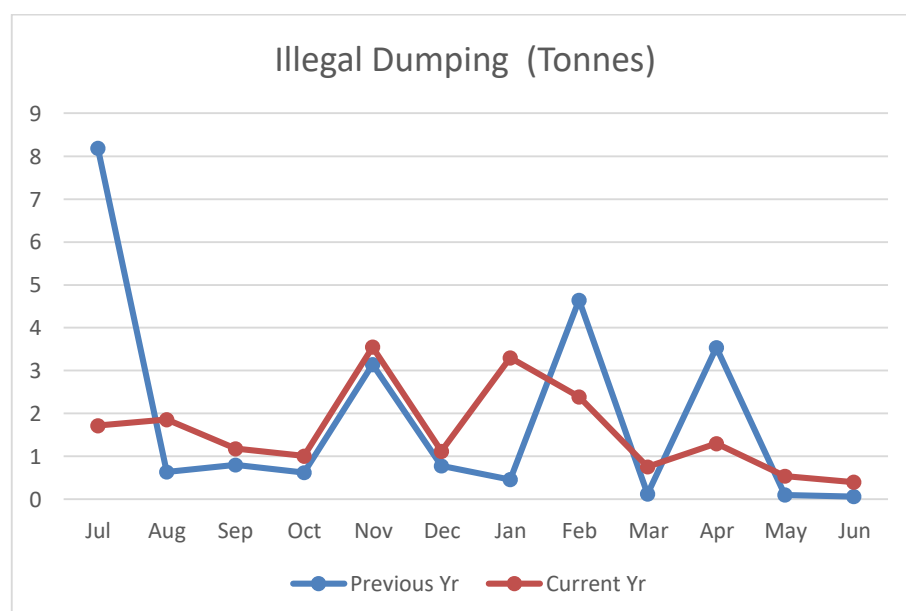
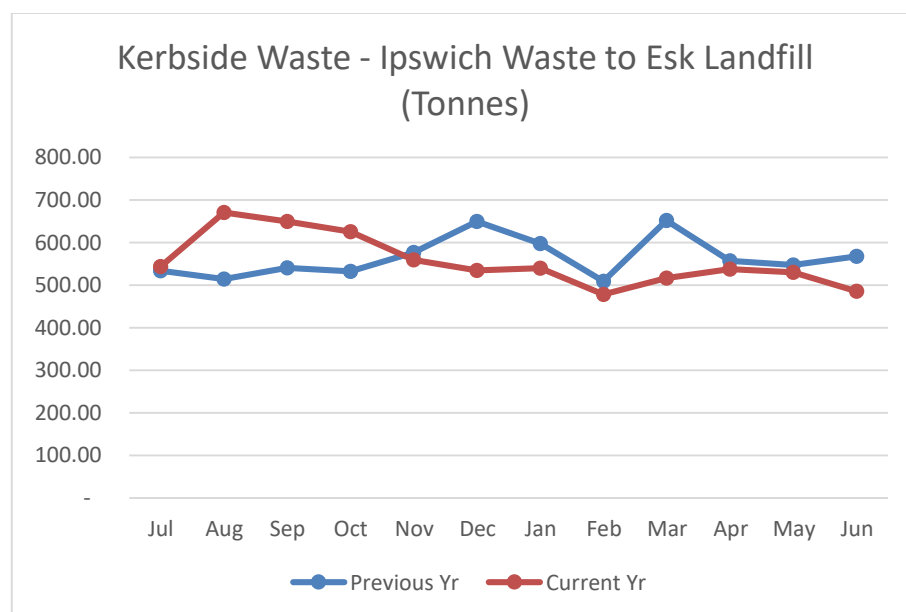
- General waste services – 44,433 with 87% presentation rate
- Recycling services – 13,839 with 54% presentation rate

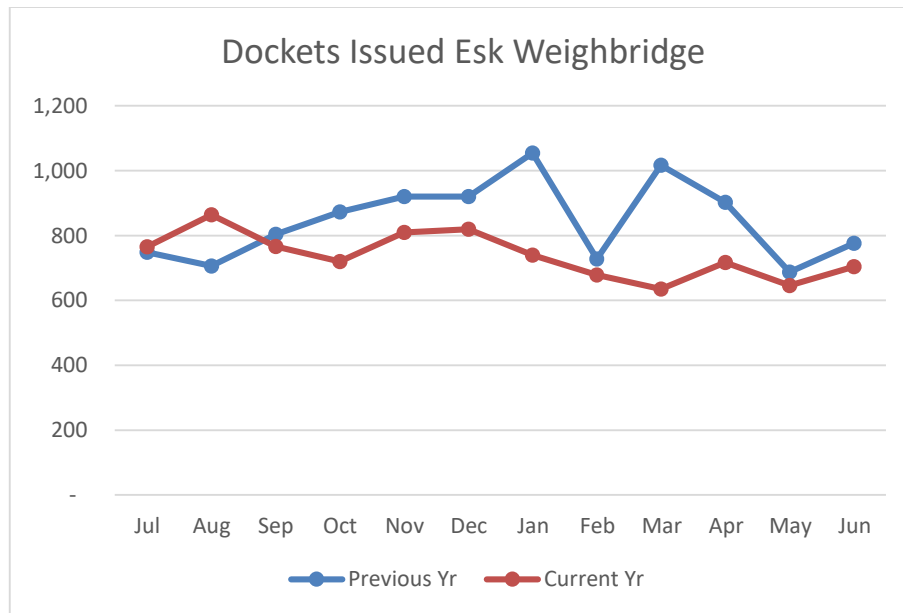


Total amount of kerbside recyclables collected for 2022/2023 and diverted from the landfill is 975.5 tonnes.

Waste received at Esk Landfill







	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
Cemeteries	3	1	3	0	2	1	3	2	2	5	0	1
Disaster Management	1	0	0	0	0	0	0	0	0	0	0	0
Departmental reviews	2	0	1	0	0	0	0	2	0	0	1	0
Fences on roadways	0	0	0	1	0	0	1	1	1	0	0	0
Illegal dumping clean ups	13	5	10	8	6	12	11	5	13	4	15	10
Overgrown Council land	0	0	2	5	3	0	1	3	0	0	2	0
Parks including mowing, cleaning/maintenance park equipment including public toilets, tables and chairs, shade shelters etc.	4	6	6	3	7	3	5	3	13	12	5	6
Roads - bitumen	69	56	49	70	56	37	38	38	41	29	33	38
Roads - gravel	40	31	46	72	34	20	25	18	29	23	19	27
Roads - drainage	10	13	6	2	10	18	23	8	13	10	8	4
Roads - culverts	3	4	2	6	1	7	3	3	5	2	3	1
Roads - vegetation	31	16	9	10	32	36	36	30	58	32	34	15
Roads - footpaths	6	5	4	1	1	5	13	9	11	8	5	9
Roads - linemarking	1	1	0	0	0	1	1	0	3	1	4	2
Roads - bridgework	1	0	0	0	0	0	0	0	1	1	0	2
Roads - traffic furniture	18	23	9	5	19	15	27	10	10	21	18	25
Rural Property Number	12	5	1	2	5	9	6	4	6	3	6	2

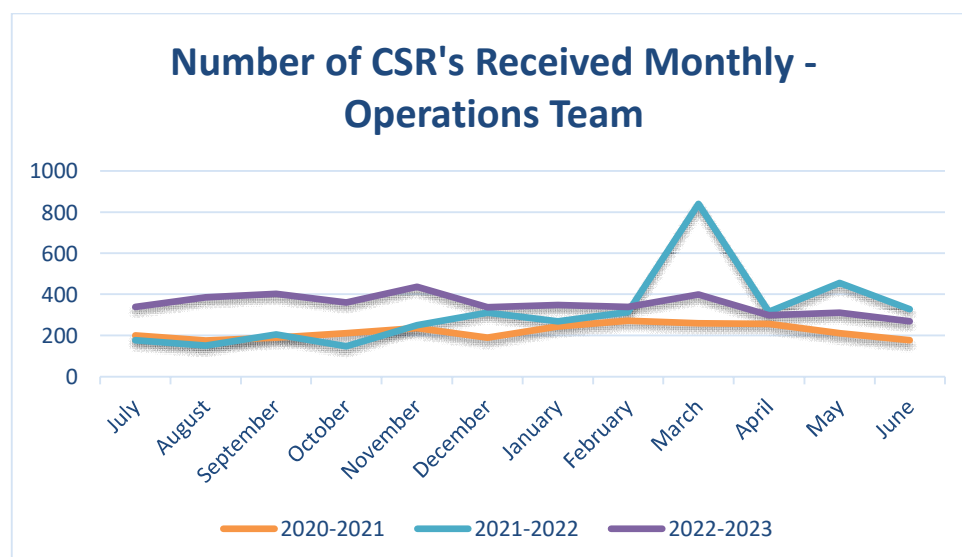
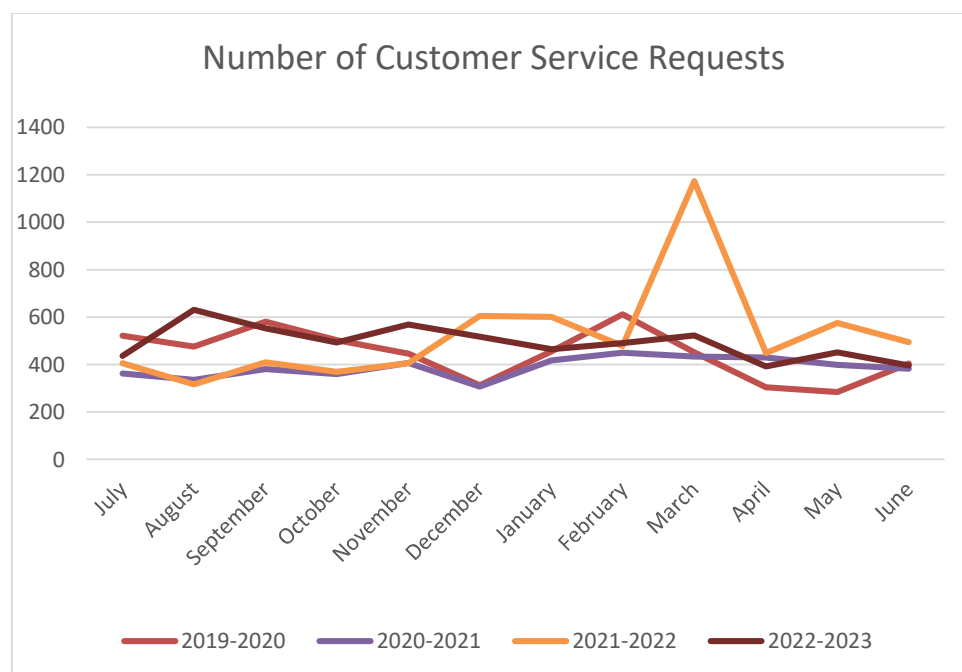
Stormwater issues within private properties	3	2	4	3	2	2	3	1	5	1	0	1
Waste management	2	6	0	6	0	0	2	0	0	1	0	2
Wheelie bins	0	0	0	0	0	0	0	0	0	0	0	0
Cancellation of extra services	1	22	30	5	5	5	4	8	11	4	5	1
Damaged lids and wheels	10	29	16	12	11	9	11	18	12	6	15	11
Replacement Split Bins	19	41	27	23	21	15	23	37	29	16	16	25
New Services	28	19	13	24	18	19	15	7	20	20	30	25
Extra services	7	7	8	5	3	5	3	8	6	9	7	2
Stolen/Non Delivery of New Bins	7	65	99	37	112	44	10	52	16	16	13	9
Missed services	4	3	13	14	8	6	2	5	5	5	7	2
Contractor requests/complaints	1	1	9	0	0	0	3	5	3	2	3	3
Facilities	0	0	0	0	0	0	0	0	0	0	0	0
Air conditioning	1	0	2	1	0	2	1	2	3	0	0	0
Carpentry, painting, tiling & flooring	2	1	4	6	7	11	5	7	11	2	5	3
Electrical	5	4	4	4	6	13	8	5	9	11	13	7
Equipment, furniture & fixtures	9	7	3	10	8	8	11	14	16	14	8	10
Grounds maintenance	1	1	2	5	10	2	4	3	5	2	7	4
Pest Control	0	0	0	1	1	0	2	1	2	0	0	0
Plumbing	14	11	11	15	29	16	31	19	27	26	23	16
Roofing and guttering	1	0	1	2	2	2	0	0	1	1	1	1
Security, locks & CCTV	5	0	1	3	4	5	4	4	1	3	3	2
Signage	0	0	2	1	3	1	3	1	0	2	0	0
Vandalism	4	0	4	6	7	2	6	3	1	3	0	2
Cleaning	1	0	2	1	4	6	4	2	10	4	2	1
	339	385	403	369	437	337	348	338	399	299	311	269

Approved Park - Community Events

Nil for July 2023

Customer Service Requests

Council received 396 customer service requests for the month of June 2023 on Council's corporate customer service system. A copy of the report is attached for your information.



Attachments

Customer service report for June 2023

Recommendation

THAT Council receive the Operations Report for June 2023 and the contents noted.

Resolution

Moved – Cr Choat

Seconded – Cr Brieschke

“THAT Council receive the Operations Report for June 2023 and the contents noted.”

Vote - Unanimous

Carried

Subject:	2023 - 2024 Funding Rounds – Community Assistance Grants – Funding Round Dates
File Ref:	2023 - 2024 - Donations - Community Assistance Grant
Action Officer:	DHRCS

Background/Summary

Somerset Regional Council assists the community by allocating a set amount of funds, each financial year, to be distributed to various community groups and individuals through its Community Assistance Grants budget.

Community organisations can apply for a grant to assist with costs associated with projects, events, services or remission of some Council fees.

4. SCOPE

4.1 What this policy applies to

This policy covers:

- (a) direct financial 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.*

Due to the Local Government Elections being held in 2024 and a caretaker period being declared from the date of the notice of the election until the election is declared (usually February to April). Council is unable to make any new decisions to allocate money after 1 January 2024 however, funds that were allocated prior in accordance with legislative requirements may be distributed during the caretaker period.

Council's Community Assistance Grants Policy – C/001 states:

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.

Consideration is sought for the below Community Assistance Grant funding round dates for the 2023 – 2024 financial year.

Round closes	Projects must not have a start date before*
Round one (including rates remission) Open 8am Monday, 7 August 2023 Closing 5pm Friday, 1 September 2023	Friday, 22 September 2023
Round two Open 8am Monday, 5 February 2024 Closing 5pm Friday, 1 March 2024	Friday, 22 March 2024

Recommendation

THAT Council approve the below dates for two (2) Community Assistance Grant funding rounds in the 2023/2024 financial year. Funding rounds to be advertised on Council's website and in various media outlets four (4) weeks prior to the closing dates.

Round closes	Projects must not have a start date before*
Round one (including rates remission) Open 8am Monday, 7 August 2023 Closing 5pm Friday, 1 September 2023	Friday, 22 September 2023
Round two Open 8am Monday, 5 February 2024 Closing 5pm Friday, 1 March 2024	Friday, 22 March 2024

Resolution

Moved – Cr Brieschke

Seconded – Cr Isidro

“THAT Council approve the below dates for two (2) Community Assistance Grant funding rounds in the 2023/2024 financial year. Funding rounds to be advertised on Council's website and in various media outlets four (4) weeks prior to the closing dates.

Round closes

Projects must not have a start date before*

	Round one (including rates remission) Open 8am Monday, 7 August 2023 Closing 5pm Friday, 1 September 2023	Friday, 22 September 2023
	Round two Open 8am Monday, 5 February 2024 Closing 5pm Friday, 1 March 2024	Friday, 22 March 2024

Carried

Vote - Unanimous

Subject:	Community Assistance Grants – Somerset Excellence Bursaries for – June 2023
File Ref:	Community Relations – Sponsorships – Somerset Excellence Bursaries
Action Officer:	DHRCS

Background/Summary

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.

These Somerset Excellence Bursary applications are considered as part of the Community Assistance Grant Policy which Council provides:

- 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 4 or more individuals.

Council received three (3) Somerset Excellence Bursary applications during the month of June 2023 as detailed below:

Applicant	Bursary Recipient	Doc Id	Field	Level	Event
Sharon Hine	Riley Hine	1516849	Environmental Ambassador	Regional \$250	Riley has been selected to participate in the Bunya to the Bay Young Ambassadors

					program for the Brisbane River by the Stanley River Education Centre. The journeys are being held from 27 July to 18 August 2023 at various river and beachside locations within Southeast Queensland.
Susan Jones	James Hamilton	1517606	Football State Championships	Regional \$250	James has been selected to represent the Met West Team at the Queensland School Sport 10-12 years boys football state championships being held in Cairns from 3-6 August 2023.
Adrian Seemann	Adrian Seemann	1517555	World Cup of Canopy Piloting (Skydiving)	International \$1,000	Adrian has been selected to attend the World Cup of Canopy Piloting being held in Arizona USA. The competition is held every two years and consists of three disciplines being speed, distance, and accuracy. The top 12 competitors from the Australian Championships are selected to compete. Adrian placed 9 th Australia wide.

Attachments

Nil

Recommendation

THAT Council receives the Summary of Awarded Somerset Excellence Bursaries for the month of June 2023 and the contents be noted.

Resolution

Moved – Cr Gaedtke

Seconded – Cr Brieschke

“THAT Council receives the Summary of Awarded Somerset Excellence Bursaries for the month of June 2023 and the contents be noted.”

Vote - Unanimous

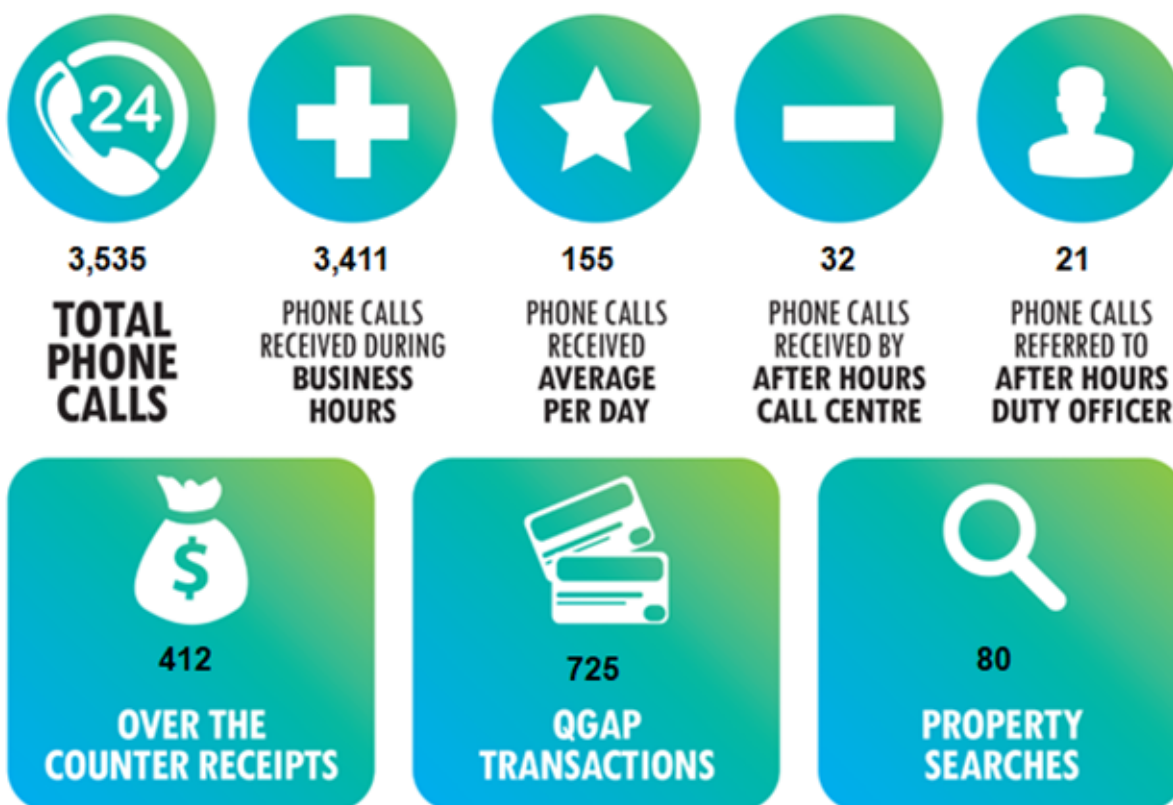
Carried

Subject:	Customer Service Report
File Ref:	Officers Report
Action Officer:	CSC

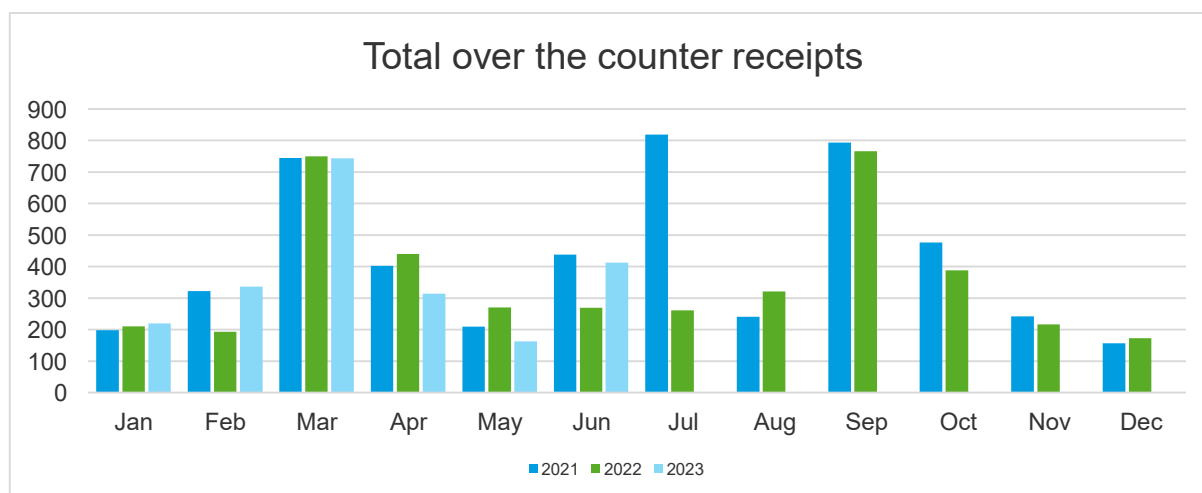
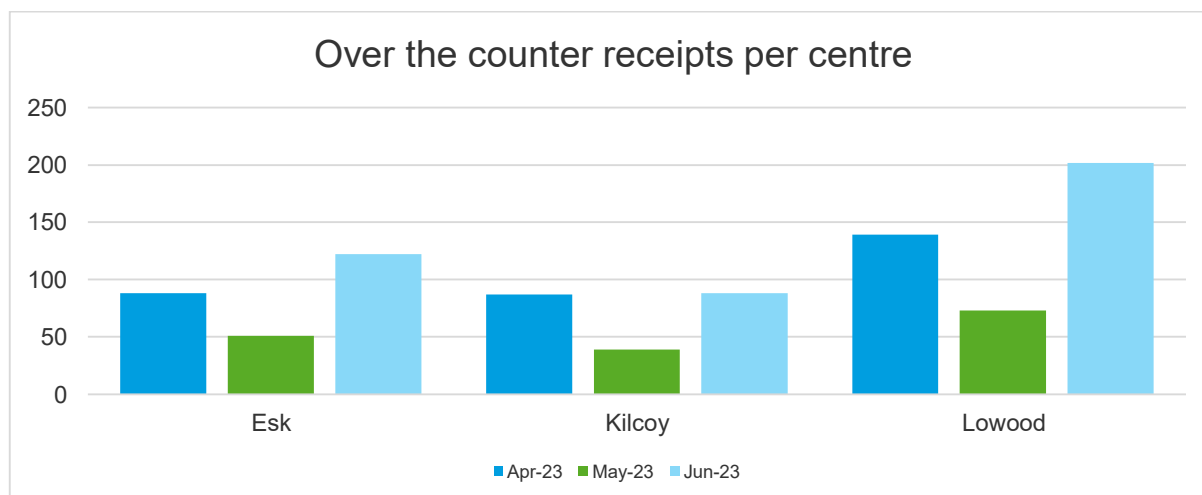
Background/Summary

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 2023 is provided for Council's information.

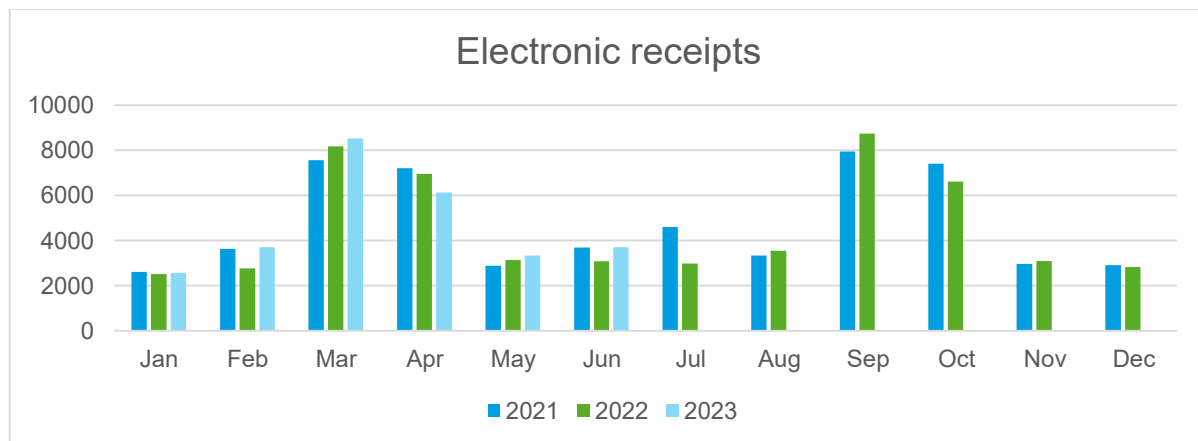
Summary for June 2023



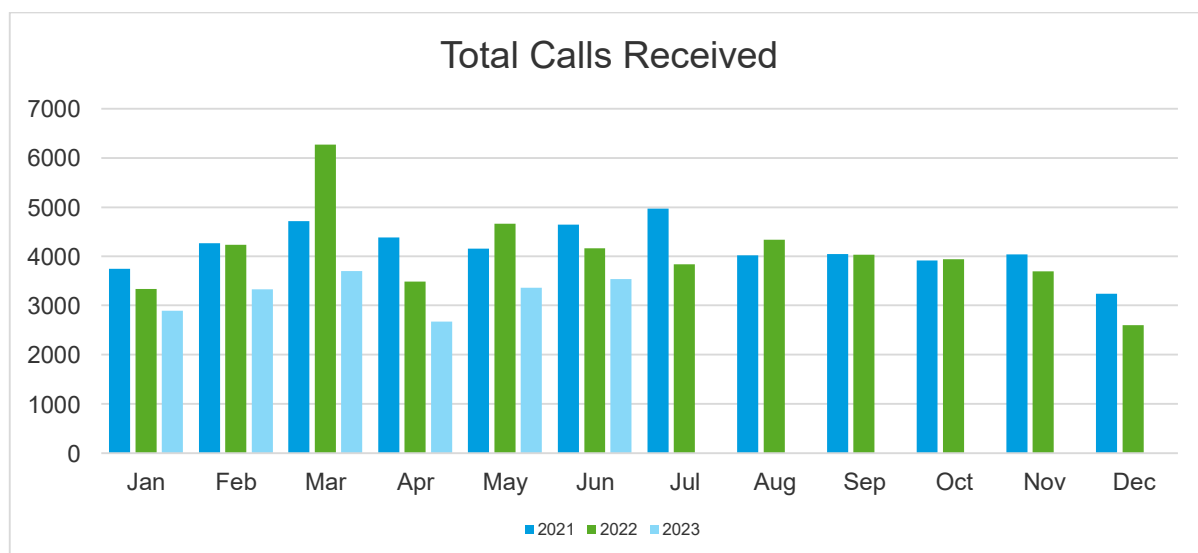
The below table shows the number of Council financial transactions that were taken over the counter at each of the customer service centres in the region for June 2023. These numbers include cheques that were posted into the Council. In total there was 412 financial transactions across the three customer service centres with 122 at Esk Administration Centre, 88 at Kilcoy Customer Service Centre and 202 at Lowood Customer Service Centre for May 2023. Dog registration renewals were issued in June and received by customers in mid-June. This has accounted for the increase in receipts for June 2023. Dog registrations were last issued in June 2021.



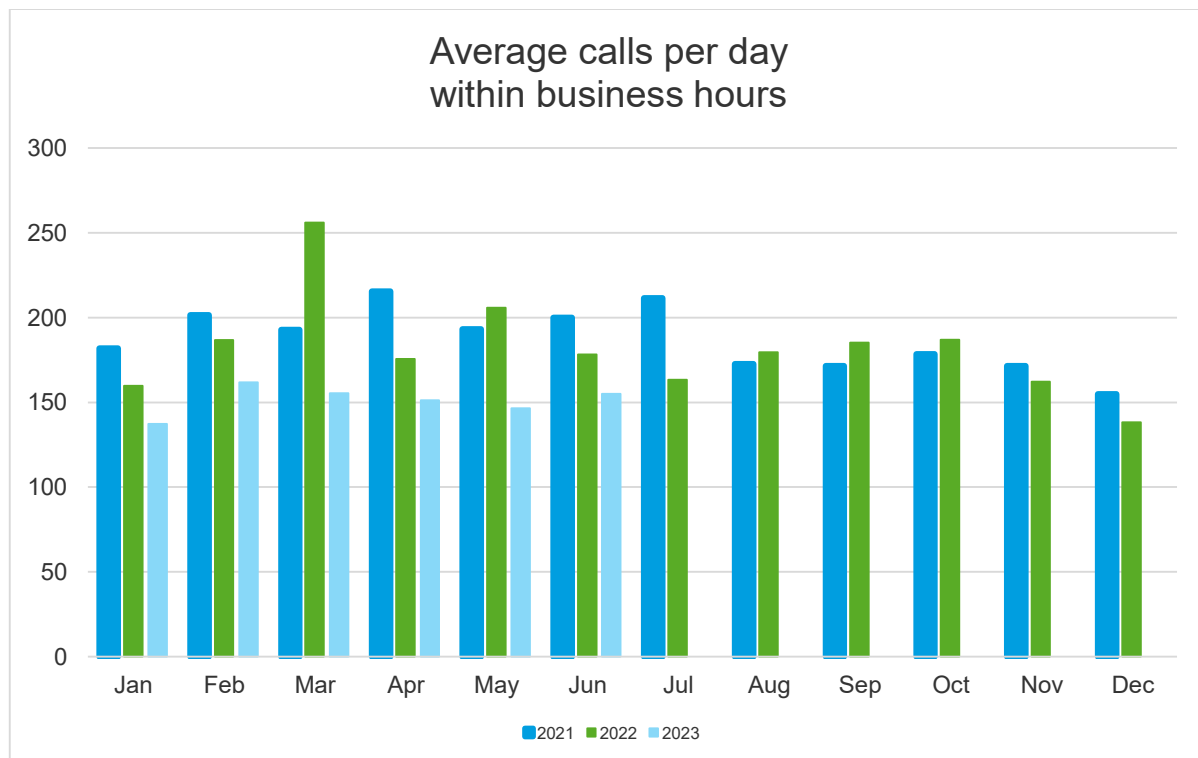
The below table illustrates all other financial transactions (excluding over the counter receipts) received at Council and processed by the finance department. These are BPay and EFT (electronic funds transfer) transactions for payments such as rates, animal registration etc.



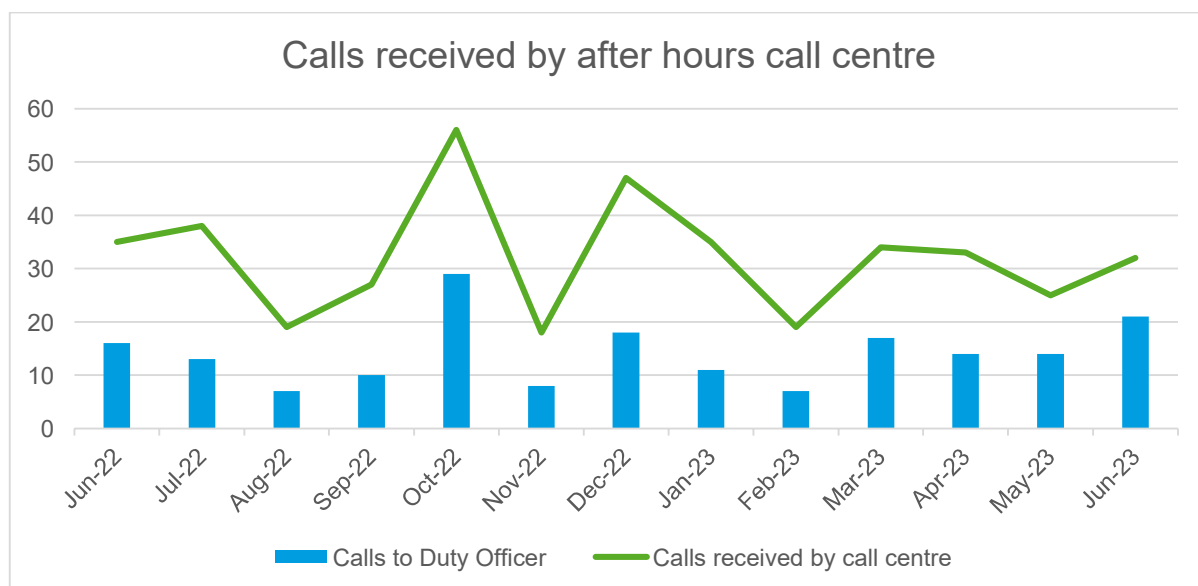
Below are the total number of calls received into the Council main phone line (07 5424 4000), including out of hours, compared to previous calendar years. Calls received does not include internal calls made within Council, or outbound calls. There were 3,535 calls received for the month June 2023. This is an increase of 174 calls compared to May 2023. Compared to June 2022 there was a decrease of 626 calls for the month. The decrease in June this year compared to the previous June is due to the follow up calls from the flooding which occurred in May 2022.



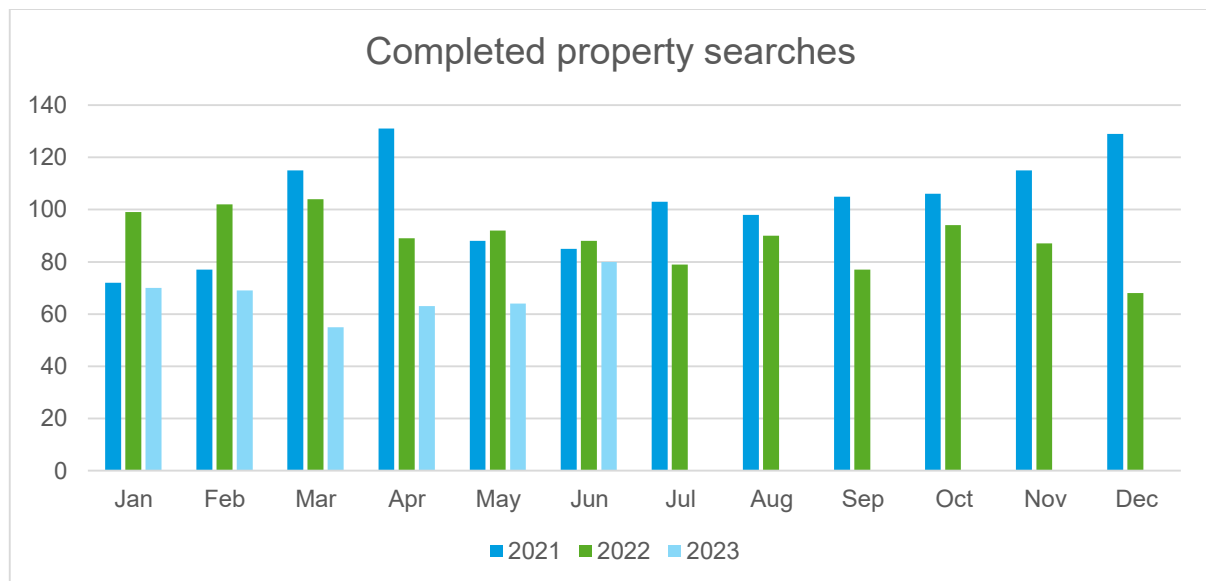
Listed below is a comparison of the average calls received per day within business hours. On average there were 155 calls received each business day for June 2023, which was an increase of eight calls on average per day from May 2023. Compared to June 2022 there was a decrease of 23 calls on average per day.



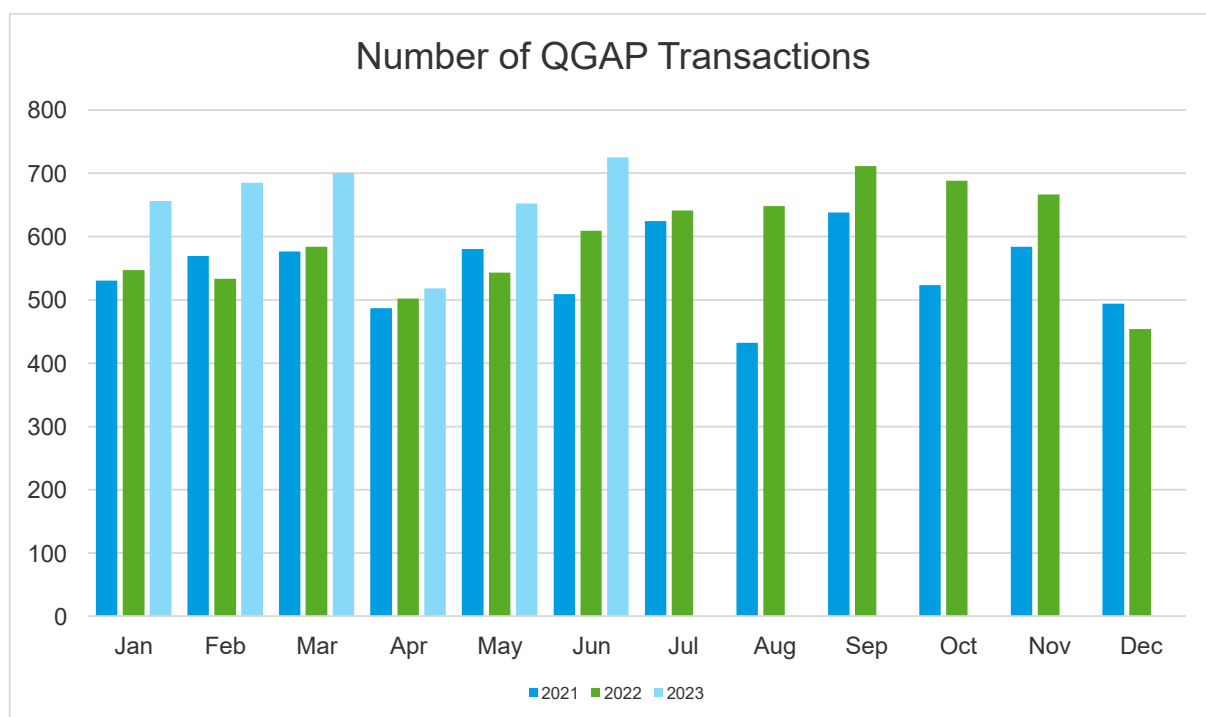
There were 3,411 calls received during business hours and 124 out of hours. Of the 124 calls received out of hours, 32 calls transferred to the afterhours call centre. There was an increase of seven calls to Council's afterhours provider compared to May 2023.



For the month of June 2023 there were 80 property searches completed for prospective purchasers. This increased by 16 completed search for the month compared to May 2023.



There were 725 Queensland Government Agent Program (QGAP) transactions for the Lowood QGAP agency in June 2023. This is the highest number of transactions taken in a month for this office in the past five years. On average there were 33 transactions per business day in June which is an increase of three per day on average compared to May 2023.



Attachments

Nil

Recommendation

THAT Council receive the Customer Service Report for June 2023 and the contents be noted.

Resolution

Moved – Cr Isidro

Seconded – Cr Brieschke

“THAT Council receive the Customer Service Report for June 2023 and the contents be noted.”

Carried*Vote - Unanimous*

Subject:	Operational Plan Fourth Quarter Review 2022-23
File Ref:	SRC - Corporate Management - Planning - Operational Plan
Action Officer:	DCORP

Background/Summary

The Operational Plan for Somerset Regional requires reviewing at each quarter to determine progress of the items within the Plan. The 2022 - 23 plan was developed at a similar time to the Budget and has a close alignment with the Budget. The fourth and final Quarter review contains feedback from all officers who were responsible for items within the plan. To help interpret the report outcomes Council officers have updated the traffic lights within the report.

The progress report from the operational plan will form part of the Departmental reports to be included in the Annual Report for 2022 - 23.

The fourth Quarter review contains feedback regarding the progress of items within the current year's operational plan.

Council's progress of the action items within the Operational Plan 2022 - 23 is measured by the number of items that are completed or achieved for the year. The percentage of items completed or achieved is 90 %. Officers tasked with responsibility for ongoing operational items are managing and progressing those items as expected, these operational matters may be reported on in the Departmental reports section of the Annual Report.

Attachments

Attachment 1 – Operational Plan 2022-23 Quarter 4 Review

Recommendation

THAT Council receive the Operational Plan 2022-23 Quarter 4 review and note the progress of the action items within the plan.

Resolution

Moved – Cr Brieschke

Seconded – Cr Isidro

“THAT Council receive the Operational Plan 2022-23 Quarter 4 review and note the progress of the action items within the plan.”

Carried*Vote - Unanimous***Meetings authorised by Council**

Australian Local Government Women's Association Queensland State conference

The Australian Local Government Women's Association Queensland State conference "*Perils and Possibilities (of local government)*" will be held in Brisbane from 3-4 August 2023.

Resolution

Moved – Cr Brieschke

Seconded – Cr Wendt

"THAT Cr Gaedtke and Cr Isidro be authorised to attend the 2023 Australian Local Government Women's Association Queensland State (ALGWA) Conference to be held in Brisbane from 3-4 August 2023."

Carried

Vote - Unanimous

Mayor and Councillor Reports

Cr Brieschke – Councillor Report

June

- 21 Ordinary Council Meeting, Kilcoy
- Council Workshop Meeting, Kilcoy

- 22 Farmers Big Night Out

- 28 Fernvale Sports Park Advisory Committee Meeting, Fernvale State School

July

- 01 Somerset Celebrates Art - Fernvale Artists Exhibition, Open Door Gallery, Lowood
- The Condensery Art Party, Toogoolawah

- 02 Fernvale Lions Changeover Breakfast, Fernvale

- 07 Famil for Potential School Site, Fernvale

- 11 Volunteer Meeting, The Condensery, Toogoolawah

- 12 NAIDOC Celebration, Lowood State High School

- 13 Brisbane Valley Interagency Meeting via Teams

- Toogoolawah High School P & C meeting

- 14 Talking It Up, Regional Mental Health Forum, Lowood High School.

- 15 Glen Rock Stitchers Exhibition, Anglican Hall, Esk

- Glen Rock Gallery, Esk Visitor Information Centre

- 17 Meeting with Cressbrook Creek Irrigators Assoc., Esk Office

Somerset Celebrates Art - Fernvale Artists opened an exhibition at the Open Door Gallery at the beginning of July and a visit is well worth the trip to support these local artists.

Similarly, the Coal Creek Ceramic Exhibition opened at the Glen Rock Gallery, Esk Visitor Information Centre on Saturday while the Glen Rock Stitchers held a beautiful exhibition of quilting at the Anglican Hall, Esk.

Cr Gaedtke– Councillor Report

June

- 07 Ordinary Council Meeting – Kilcoy

- 07 Workshop Meeting – Kilcoy

- 07 Kilcoy Street Revitalization and Streetscaping Workshop

- 08 Brisbane Valley Interagency Meeting – Teams

- 08 Kilcoy State High School – Meeting First Nations Bush Tucker Garden

- 10 Nanango 175th Birthday Celebrations

- 11 Kilcoy and District Tennis Club – Official Opening of Tennis Courts

- 12 Farewell to Kilcoy Police Sergeant
- 12 125th Independence Day Philippines Celebrations – Kilcoy State Primary School
- 12 Friends of Stonehouse – Meeting – Moore
- 12 Kilcoy District Progress Alliance Assn monthly Meeting
- 13 Somerset Dam & District Progress Association Meeting
- 14 Mt Kilcoy State School – School Review
- 19-26 Annual Leave
- July
- 05 Kilcoy Chamber of Commerce Inc – Dinner Meeting
- 06 Brisbane Valley Heritage Trails committee monthly Meeting – Moore
- 10 Friends of Stonehouse committee monthly Meeting – Moore
- 10 Kilcoy Chamber of Commerce Inc – Executive Committee Meeting
- 10 Kilcoy District Progress Alliance Assn monthly Meeting
- 11 Harlin/Linville State Schools' BVRT bicycle ride (Benarkin to Linville)
- 11 Kilcoy Show Society monthly Meeting
- 12 Lowood State High School – Murrumba Bigi
- 14 Harlin State School – Kops in Kilts
- 15 Country Week – Kilcoy District Football Club – Hopetoun Playing Fields
- 15 Kilcoy Lions Club – Annual Changeover Dinner

Over the past six weeks the region has been extremely busy, with lots of activity with Lion Clubs' Change Over dinners, local state and high schools providing items of interest, ongoing community consultation with respect to the Kilcoy Street Revitalization and Streetscaping Workshop, the Kilcoy Chamber of Commerce organising a very informative after dark meeting and a very emotional farewell to our long standing Kilcoy police sergeant after 40 years of dedicated service to QPS and communities, and in particular 25 years in Kilcoy.

Cr Isidro – Councillor Report

June

- 21 Council Meeting
- 22 Farmers Big Night Out, Civic Centre

July

- 7 Fernvale Sports park site visit
- 10 Kilcoy Districts Progress Association
- 11 Kilcoy Show committee meeting
- 13 Brisbane Valley Interagency meeting via Teams

Cr Wendt – Councillor Report

June

- 21 Ordinary Council Meeting – Kilcoy
- Workshop Meeting – Kilcoy
- 27 Lowood Recreation Grounds – Lowood
- 28 Fernvale Sports Park Advisory Committee Meeting – Fernvale
- Somerset and Wivenhoe Fishstocking Association - Fernvale

July

- 01 Fernvale Artists Opening – Open Door Art Gallery Lowood
- 02 Fernvale Lions Changeover Breakfast – Fernvale
- 05 Fernvale Rural Fire Brigade Meeting – Fernvale
- 08 PCYC Open Day – Fernvale
- 11 Lowood Community Inc – Lowood
- 15 Lowood Lions Change Over – Lowood
- 17 Fernvale Community Assoc - Fernvale

Mayor's Report of Activities from 22 June to 19 July 2023

Ref – Governance – Reporting – Reporting – Mayor and Councillor Reports

June	
Thursday, 22 June	Farmers Big Night Out, Esk
Monday, 26 June	Lowood Lions Meeting
Wednesday, 28 June	Fernvale Sports Park Advisory Committee meeting, 6pm Fernvale SWFSA, 7.30pm, Fernvale
July	
Saturday, 1 July	Skateboard and Scooter Championship, Fernvale
Sunday, 2 July	Fernvale Lions changeover breakfast, 7am Dog Show, Lowood Showgrounds, 12pm
Thursday, 6 July	Lockyer Valley Water Collaborative meeting, 3pm Gatton
Friday, 7 July	Site visit Fernvale Sports Park, Information session, 10am Radio interview with River 949
Saturday, 8 July	PCYC Open day, Fernvale Arts and Crafts Show, Fernvale
Monday, 10 July	LGAQ visit with CEO 12pm Esk Lowood Lions super meeting, 7pm Lowood
Tuesday, 11 July	Meet and greet with The Condensery staff and volunteers, 9am, Toogoolawah. RPC discussion, 1pm, Esk Kilcoy Show Society AGM, 7pm Kilcoy
Wednesday, 12 July	RPC briefing, 2.30pm, TEAMS Lowood State High School Building my Future Expo 2023, 5.15pm, Lowood
Thursday, 13 July	Brisbane Valley Interagency Meeting, 10am, TEAMS
Friday, 14 July	RPC meeting, 10.30am, Brisbane
Saturday, 15 July	Lowood Lions Changeover dinner, 6.30pm Lowood
Monday, 17 July	Cressbrook Creek Irrigators Association meeting, 11am, Esk
Tuesday, 18 July	Toowoomba Regional Council meeting with Mayor Antonio
Wednesday, 19 July	Ordinary Meeting of Council

Resolution

Moved – Cr Isidro

Seconded – Cr Brieschke

“THAT the verbal and written reports of the Mayor and Councillors be received.”

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

Nil

Consideration of notified motions

Nil

Reception of notices of motion for next meeting

Nil

Items for reports for future meetings

Nil

Closure of Meeting***Summary***

There being no further business, the Mayor, Cr Graeme Lehmann closed the meeting at 10.03 am.