

NOTICE OF MEETING

Dear Committee Members

You are requested to attend the following meeting of Council.

ENGINEERING AND INFRASTRUCTURE STANDING COMMITTEE
MEETING OF
ISAAC REGIONAL COUNCIL

TO BE HELD ON
WEDNESDAY, 12 FEBRUARY 2020
COMMENCING AT 9.00AM
COUNCIL CHAMBERS, MORANBAH

GARY STEVENSON PSM

Chief Executive Officer

PATRICK MOORE

Committee Officer

Director Engineering and Infrastructure

Committee Members:

Cr Geoff Bethel (Chair)

Mayor Anne Baker

Cr Nick Wheeler

Cr Gina Lacey

Cr Greg Austen

LOCAL GOVERNMENT ACT 2009

Chapter 8, Part 2 of the Local Government Regulation 2012

Division 3, Common provisions for local government and committee meetings Section

275 Closed meetings

- 1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss—
 - a) the appointment, dismissal or discipline of employees;
 - b) or industrial matters affecting employees; or
 - c) the local government's budget; or
 - d) rating concessions; or
 - e) contracts proposed to be made by it; or
 - f) starting or defending legal proceedings involving the local government; or
 - g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or
 - h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- 2) A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed.
- 3) A local government or committee must not make a resolution (other than a procedural resolution) in a closed meeting.

ENGINEERING AND INFRASTRUCTURE

STANDING COMMITTEE MEETING

OF ISAAC REGIONAL COUNCIL

TO BE HELD ON

WEDNESDAY 12 FEBRUARY 2020

COUNCIL CHAMBERS, MORANBAH

1. OPENING OF THE MEETING
2. APOLOGIES
3. DECLARATION OF CONFLICTS OF INTEREST
4. CONFIRMATION OF MINUTES
5. OFFICER REPORTS
6. INFORMATION BULLETIN REPORT
7. GENERAL BUSINESS
8. CONCLUSION

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1. OPENING OF MEETING

2. APOLOGIES

3. DECLARATION OF CONFLICTS OF INTEREST

4. CONFIRMATION OF MINUTES

Engineering and Infrastructure Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, commencing 9:00am on Wednesday 4 December 2019.

5. OFFICER REPORTS

5.1 ENGINEERING AND INFRASTRUCTURE 2019/20 OVERALL CAPITAL PROJECTS PROGRESS REPORT

EXECUTIVE SUMMARY

This report is to provide an update to the Engineering and Infrastructure Standing Committee and Council of the progress in delivery of the Engineering and Infrastructure 2019/2020 Capital Works Program.

5.2 OVERARCHING GRAVEL PIT MANAGEMENT PLAN

EXECUTIVE SUMMARY

This report seeks endorsement of the Overarching Gravel Pit Management Plan in relation to Council owned gravel pits to manage environmental liabilities and operation aspects.

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Closed under s275 (1) (b) industrial matters affecting employees

5.3 GALILEE AND BOWEN BASIN OPERATIONS - DEPARTMENT STRUCTURE

EXECUTIVE SUMMARY

The report seeks to gain endorsement of the proposed departmental structure for the Galilee and Bowen Basin Operations (GBBO) Department.

6. INFORMATION BULLETINS

6.1 ENGINEERING AND INFRASTRUCTURE INFORMATION BULLETIN – FEBRUARY 2020

EXECUTIVE SUMMARY

The Engineering and Infrastructure Directorate Information Bulletin for February 2020 is provided for Committee review.

7. GENERAL BUSINESS

8. CONCLUSION

UNCONFIRMED MINUTES

ENGINEERING AND INFRASTRUCTURE STANDING COMMITTEE MEETING
OF
ISAAC REGIONAL COUNCIL

HELD ON
WEDNESDAY, 4 DECEMBER 2019
COMMENCING AT 9.00AM

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
ENGINEERING AND INFRASTRUCTURE
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON WEDNESDAY 4 DECEMBER 2019

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ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
ENGINEERING AND INFRASTRUCTURE
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON WEDNESDAY 4 DECEMBER 2019 COMMENCING AT 9.00AM

ATTENDANCE Cr Geoff Bethel, Division Eight (Chair)
Mayor Anne Baker
Cr Greg Austen, Division One
Cr Nick Wheeler, Division Two
Cr Lyn Jones, Division Six

OFFICERS PRESENT Mr Rod Ferguson, Acting Chief Executive Officer
Mr Patrick Moore, Director Engineering and Infrastructure
Mr Sean Robinson, Manager Galilee and Bowen Basin Operations
Mr Richard Madden, Manager Infrastructure Planning and Technical Services
Mr Glenn Spires, Manager Infrastructure, Parks and Recreation
Mr Gordon Robertson, Manager Corporate Properties and Fleet
Mr Nicholas Crous, Coordinator Parks and Recreation
Mr Barry Horsfall, Coordinator Infrastructure West
Mr Joel Kuczynski, Acting Coordinator Infrastructure East
Ms Lakshmi Muthu, Technical Engineer
Ms Brooke Maisey, Senior Communications Officer
Mrs Nicole Money, Executive Assistant

1. OPENING

The Chair welcomed all in attendance and declared the meeting open at 9.00am.

Mayor Anne Baker and Rod Ferguson, Acting Chief Executive Officer were not present at the commencement of the meeting.

2. APOLOGIES

The Committee received an apology from Cr Gina Lacey

5. OFFICERS REPORTS

5.1 Engineering and Infrastructure 2019/2020 Overall Capital Projects Progress Report

EXECUTIVE SUMMARY

This report is to provide an update to the Engineering and Infrastructure Standing Committee and Council of the progress in delivery of the Engineering and Infrastructure 2019/2020 Capital Works Program.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Receive and notes the monthly Engineering and Infrastructure 2019/2020 Capital Works Program Progress report and 2019/2020 Overall Capital Project Progress spreadsheet.*

Resolution No.: E&I0346

Moved: Cr Austen

Seconded: Cr Jones

That the Committee recommends that Council:

- Receive and notes the monthly Engineering and Infrastructure 2019/2020 Capital Works Program Progress report and 2019/2020 Overall Capital Project Progress report.

Carried

Resolution No.: E&I0347

Moved: Cr Austen

Seconded: Cr Wheeler

That the Engineering and Infrastructure Standing Committee close the meeting to the public under section 275 (1) (e) to deliberate on Confidential Reports 5.2 Department of Transport and Main Roads (TMR) Cycle Network Funding Program 2020-21 and 5.4 IRCT2084-0919-152 Provision of Tree Lopping and Removal Services Preferred Supplier Arrangement and under section 275 (1) (h) to deliberate on Confidential Reports 5.3 Building Better Regions Fund – Clermont Sporting Precinct, 5.5 Natural Disaster Relief and Recovery Arrangements (NDRRA) Progress Report – Financial Status 2016-17 Event, 5.6 NDRRA Progress Report – 2019 E Tropical Cycle Trevor Event and 5.7 Vermont Coal Compensation Agreement at 9.03am.

Carried

Resolution No.: E&I0348

Moved: Mayor Baker

Seconded: Cr Wheeler

That the Engineering and Infrastructure Standing Committee open the meeting to the public at 9.38am.

Carried

CONFIDENTIAL – CLOSED SESSION

Closed under s275 (1) (e) contracts proposed to be made by it.

5.2 Department of Transport and Main Roads (TMR) Cycle Network Funding Program 2020-21

EXECUTIVE SUMMARY

The report seeks to inform the Standing Committee and Council of the Department of Transport and Main Roads (TMR) Cycle Network Program 2020-21 and further seek approval to proceed with the submission of nominated project/s prior to 13 December 2019.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

1. ***Endorse the proposed submission of the following Cycle Network Project Proposals under the 2020-2021 round of the Cycle Network Local Government Grants Program in the amount of \$215,700, and that funds for the project be subjected to approval via the Project Accountability Gateway process of Council:***
 - a. ***“Extension of On Road Cycle Track at Capricorn street towards Lime Street on the Northern side and Monash Street Southern side in Clermont”,***
 - b. ***“Recreational Shared Cycle path from Grosvenor Park to Railway Station Road in Moranbah” and***
 - c. ***“Priority Route Planning at Moranbah and Dysart”***

Resolution No.: E&I0349

Moved: Cr Wheeler

Seconded: Mayor Baker

That the Committee recommend that Council:

1. **Endorse the proposed submission of the following Cycle Network Project Proposals under the 2020-2021 round of the Cycle Network Local Government Grants Program in the amount**

of \$215,700, and that funds for the project be subjected to approval via the Project Accountability Gateway process of Council:

- a. "Extension of On Road Cycle Track at Capricorn street towards Lime Street on the Northern side and Monash Street Southern side in Clermont",
- b. "Recreational Shared Cycle path from Grosvenor Park to Railway Station Road in Moranbah" and
- c. "Priority Route Planning at Moranbah and Dysart"

Carried

CONFIDENTIAL – CLOSED SESSION

Closed under s275 (1) (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage

5.3 Building Better Regions Fund - Clermont Sporting Precinct

EXECUTIVE SUMMARY

This report seeks to provide Council with an updated project proposal for the Clermont Sporting Precinct application under the Building Better Regions Fund Round 4

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Endorse the revised project proposal for the Building Better Regions Fund Round 4 - Clermont Sporting Precinct*

Resolution No.: E&I0350

Moved: Cr Jones

Seconded: Cr Austen

That the Committee recommends that Council:

1. Endorse the revised project proposal for the Building Better Regions Fund Round 4 - Clermont Sporting Precinct

Carried

CONFIDENTIAL – CLOSED SESSION

Closed under s275 (1) (e) contracts proposed to be made by it.

5.4 IRCT2084-0919-152 Provision of Tree Lopping and Removal Services Preferred Supplier Arrangement

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider and endorse the preferred supplier arrangement for the Provision of Tree Lopping and Removal Services

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Endorse the list of Preferred Suppliers as detailed in the report and enter into agreements for an initial term of (2) years with an option to extend for a period of twelve (12) months.**
 - **Whittos Tree Lopping**
 - **Browns Vegetation Management Pty Ltd**
 - **Independent Arboricultural Services**
 - **LJR Holdings T/A Complete Tree Management**
 - **Lou's Contracting Services**
 - **MPDT Pty Ltd**
 - **Treespec CQ**
 - **Wades Tree Service**
- 2. Authorise the Chief Executive Officer to negotiate, execute and vary the Preferred Supplier Agreements as required.**

Resolution No.: E&I0351

Moved: Cr Wheeler

Seconded: Mayor Baker

That the Committee recommend that Council:

- 1. Endorse the list of Preferred Suppliers as detailed in the report and enter into agreements for an initial term of (2) years with an option to extend for a period of twelve (12) months.**
 - **Whittos Tree Lopping**
 - **Browns Vegetation Management Pty Ltd**
 - **Independent Arboricultural Services**
 - **LJR Holdings T/A Complete Tree Management**
 - **Lou's Contracting Services**
 - **MPDT Pty Ltd**
 - **Treespec CQ**
 - **Wades Tree Service**

2. Authorise the Chief Executive Officer to negotiate, execute and vary the Preferred Supplier Agreements as required.

Carried

CONFIDENTIAL – CLOSED SESSION

Closed under s275 (1) (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

5.5 Natural Disaster Relief and Recovery Arrangements (NDRRA) Progress Report - Financial Status 2016-17 Event

EXECUTIVE SUMMARY

Isaac Regional Council is currently reconstructing its infrastructure assets following four activated events under the Natural Disaster Relief and Recovery Arrangements (NDRRA). This report serves as a status update.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council notes:

1. *The progress to date on the projects related to the Natural Disaster Relief and Recovery Arrangements (NDRRA), for the 2016/17 Ex Tropical Cyclone Debbie event,*
2. *That there were 26 Submissions in total for the 2016/17 Ex Tropical Cyclone Debbie event of which included:*
 - a. *9 - Betterment Program works,*
 - b. *16 - REPA Program works*
 - 1 - CAT D – Environmental Works*

Resolution No.: E&I0352

Moved: Cr Jones

Seconded: Cr Austen

That the Committee recommend that Council:

1. Notes the progress to date on the projects related to the Natural Disaster Relief and Recovery Arrangements (NDRRA), for the 2016/17 Ex Tropical Cyclone Debbie event,
2. Notes that there were 26 Submissions in total for the 2016/17 Ex Tropical Cyclone Debbie event of which included:
 - a. 9 - Betterment Program works,
 - b. 16 - REPA Program works
 - c. 1 - CAT D – Environmental Works

Carried

CONFIDENTIAL – CLOSED SESSION

Closed under s275 (1) (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

5.6 Natural Disaster Relief and Recovery Arrangements (NDRRA) Progress Report - 2019 Ex Tropical Cyclone Trevor Event

EXECUTIVE SUMMARY

Isaac Regional Council is currently reconstructing its infrastructure assets following its activated event under the Natural Disaster Relief and Recovery Arrangements (NDRRA). This report serves as a status update.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- Under new funding arrangements, 2019 Ex Severe Tropical Cyclone Trevor and associated low pressure system, 19-27 March 2019 are funded under the Disaster Recovery Funding Arrangements (DFRA)***

Resolution No.: E&I0353

Moved: Cr Wheeler

Seconded: Cr Austen

That the Committee recommend that Council:

- Under new funding arrangements, 2019 Ex Severe Tropical Cyclone Trevor and associated low pressure system, 19-27 March 2019 are funded under the Disaster Recovery Funding Arrangements (DFRA)**

Carried

CONFIDENTIAL – CLOSED SESSION

Closed under s275 (1) (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

5.7 Vermont Coal Compensation Agreement

EXECUTIVE SUMMARY

This report seeks to provide update as to the existing Vermont Coal Compensation Agreement and seek endorsement to amend the existing agreement

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- Authorises the Chief Executive Officer to negotiate and execute amendments to the Vermont Coal Compensation agreement***

Resolution No.: E&I0354

Moved: Cr Wheeler

Seconded: Mayor Baker

That the Committee recommend that Council:

- Authorises the Chief Executive Officer to negotiate and execute amendments to the Vermont Coal Compensation agreement**

Carried

6. INFORMATION BULLETIN REPORTS

6.1 Engineering and Infrastructure Information Bulletin – December 2019

EXECUTIVE SUMMARY

The Engineering and Infrastructure Directorate Information Bulletin for December 2019 is provided for Committee review.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council to:

- Note the Engineering and Infrastructure Directorate Information Bulletin for December 2019.***

Resolution No.: E&I0355

Moved: Cr Wheeler

Seconded: Cr Austen

That the Committee recommends to Council to:

- Note the Engineering and Infrastructure Directorate Information Bulletin for December 2019.**

Carried

ATTENDANCE

Mrs Carenda Jenkin, Senior Communications Officer entered the meeting room at 10.31am

7. GENERAL BUSINESS

7.1 Roads Congress – South Australia

Councillor Bethel provided a brief overview to the Committee on the Roads Congress attended in South Australia last month including options for resources.

PROCEDURAL MOTION:

Resolution No.: E&I0356

Moved: Cr Austen **Seconded:** Cr Jones

That the Committee adjourn the meeting for morning tea at 10.33am.

Carried

PROCEDURAL MOTION:

Resolution No.: E&I0357

Moved: Cr Wheeler **Seconded:** Cr Jones

That the Committee resume the meeting at 10.52am.

Carried

ATTENDANCE

Mr Rod Ferguson was not in the meeting room at the recommencement of the meeting following morning tea.

7.2 Strategic Procurement Plan

Director Engineering and Infrastructure advised the Committee that there will be a Direct to Council Report at the December Ordinary Meeting for the 2019 DRFA Strategic Procurement Plan.

7.3 Netball Amenities - Moranbah

Director Engineering and Infrastructure provided an update to the Committee on the work to be undertaken at the Moranbah Netball amenities and communication strategy with the Club.

ATTENDANCE

Mr Rod Ferguson returned to the meeting room at 11.00am

Mrs Tricia Hughes, Coordinator Executive Support entered the meeting room at 11.02am

7.4 Coordinator Infrastructure West

Coordinator Infrastructure West thanked and farewelled the Committee and acknowledged the teams within Isaac as he finishes with Isaac Regional Council.

7.5 Local Government Managers Australia (LGMA) Rural Management Challenge

The Mayor acknowledged the efforts and outstanding results of the All Eyes on Isaac team at the LGMA Rural Management Challenge

7.6 Miners Memorial Project

The Mayor acknowledged the Miners Memorial team and Council group for their outstanding effort and presentation of the Miners Memorial Project.

7.7 Acknowledgement – Coordinator Infrastructure West

On behalf of the Committee the Mayor and Chair thanked and acknowledged the Coordinator Infrastructure West for his time and efforts at Isaac Regional Council.

7.8 Engineering Student

Manager Galilee and Bowen Basin Operations advised the Committee of the onboarding of an Engineering Student in the Engineering and Infrastructure Team who will also gain experience in the other directorates.

ATTENDANCE

Mrs Tricia Hughes left the meeting room at 11.11am

7.9 Movember

Manager Galilee and Bowen Basin Operations provided an update to the Committee on the team's results for the Movember Challenge.

7.10 Water Regimes within Isaac

Coordinator Parks and Recreation advised the Committee that water regimes have been reduced in some areas within Isaac due to low water allocations.

7.11 Christmas Break

The Chair thanked the Committee wishing them well over the Christmas Break and the Committee will resume in February 2020.

8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 11.13am.

These minutes were confirmed by the Committee at the Engineering and Infrastructure Standing Committee Meeting held on 12 February 2020 in Moranbah.

.....
CHAIR

..... / /
DATE

| | |
|------------------------|--|
| MEETING DETAILS | Engineering and Infrastructure Standing Committee Meeting Wednesday 12 February 2020 |
| AUTHOR | Patrick Moore |
| AUTHOR POSITION | Director Engineering and Infrastructure |

5.1 ENGINEERING AND INFRASTRUCTURE 2019/2020 OVERALL CAPITAL PROJECTS PROGRESS REPORT

EXECUTIVE SUMMARY

This report is to provide an update to the Engineering and Infrastructure Standing Committee and Council of the progress in delivery of the Engineering and Infrastructure 2019/2020 Capital Works Program.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Receive and notes the monthly Engineering and Infrastructure 2019/2020 Capital Works Program Progress report and 2019/2020 Overall Capital Project Progress spreadsheet.***

BACKGROUND

In conjunction with the approved Engineering and Infrastructure (E&I) Strategic Procurement Plan, the E&I directorate shall provide Council with an easy to read and interpret monitoring tool to provide transparency across the E&I 2019/2020 Capital Project Programs.

IMPLICATIONS

Financial

This report is predominately based on service levels and the reporting of project progress, financial figures will only be recorded on this report if there is an identified failure. If this occurs a separate report will be provided to Council to seek direction and guidance.

Service Levels

This report is to provide a helicopter overview of the whole E&I Capital Projects progress. This report will indicate the current service level and identify Projects in which may be at risk of non-completion within the current Engineering and Infrastructure 2019/2020 Capital Works Program.

Risks

There is a potential for service and/or financial risk/failure to be identified within the Engineering and Infrastructure 2019/2020 Overall Capital Projects Progress spreadsheet. If this risk is of low or insignificant impact to Council or Community, no additional reporting will be provided to Council. If on the other hand the risk is significant, additional reporting will be provided.

Compliance

To ensure that the Engineering and Infrastructure 2019/2020 Capital Works Program is achieved within the identified timeframes of the 2019/2020 financial year.

Benefits

Council will be able to see a monthly progress report of the Engineering and Infrastructure 2019/2020 Overall Capital Works Projects. This report will be able to communicate any risks/failure/delays that have been identified within the Engineering and Infrastructure 2019/2020 Capital Works program.

CONSULTATION

Internal

- Director Engineering and Infrastructure
- Manager Infrastructure Planning and Technical Services
- Manager Corporate Properties and Fleet
- Manager Infrastructure, Parks and Recreation
- Department Coordinators

BASIS FOR RECOMMENDATION

To improve business within Council, Engineering and Infrastructure directorate by providing more appropriate and relevant reporting, transparency and a clear monitoring tool for Council. This report will help identify and communicate any project delays or possible project failures.

ACTION ACCOUNTABILITY

That the Managers and the Director of Engineering and Infrastructure oversees the scoping, procurement and the completion of the projects identified within the 2019/2020 Overall Capital Projects spreadsheet. Furthermore, that the appropriate Managers and the Director of Engineering and Infrastructure are held accountable for the delivery of these project stages are completed within the identified timeframes.

KEY MESSAGES

That Council has open communication, oversight and transparency of the Engineering and Infrastructure 2019/2020 Capital Works Program, to ensure Isaac will have effective and sustainable infrastructure that supports the needs of the region's communities and economic sectors.

Report prepared by:

PATRICK MOORE
Director Engineering and Infrastructure

Date: 28 January 2020

Report authorised by:

GARY STEVENSON PSM
Chief Executive Officer

Date: 30 January 2020

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – 2019/2020 Overall Capital Project Progress Spreadsheet
- CONFIDENTIAL Attachment 2 - Engineering and Infrastructure Strategic Procurement Plan - January 2020

REFERENCE DOCUMENT

- Nil

PAGES 23 TO 27 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

| | |
|------------------------|--|
| MEETING DETAILS | Engineering and Infrastructure Standing Committee Meeting Wednesday 12 February 2020 |
| AUTHOR | Nadine Cluff |
| AUTHOR POSITION | Coordinator Natural Resources |

5.2

OVERARCHING GRAVEL PIT MANAGEMENT PLAN

EXECUTIVE SUMMARY

This report seeks endorsement of the Overarching Gravel Pit Management Plan in relation to Council owned gravel pits to manage environmental liabilities and operation aspects.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Note and endorse the Overarching Gravel Pit Management Plan on gravel pit operations.*
- 2. Request a further report noting the cost implications into pit remediation and rehabilitation.*

BACKGROUND

Historical casual establishment and ad-hoc management of Isaac Regional Council (IRC) gravel pits have left a legacy of many pits without rehabilitation or other management arrangements. Gravel extraction is an Environmentally Relevant Activity under the Environmental Protection Regulation and once extraction at a single site exceeds 5,000T within a 12-month period an EA permit is required.

The standard conditions of EA Permit includes that the activity must be undertaken in accordance with written procedures that identifies potential risks to the environment and establishes control measures to minimise environmental harm.

Furthermore, under the terms and conditions entered into between IRC and the State relating to the production of quarry materials under the Sales Permit (required for all gravel pits located on Lease Hold Land and where parcels were freehold after 1990), Council must not conduct Quarrying Operations on an Endorsed Area until Department of Agriculture, Fisheries and Forestry has approved the Quarry Management Plan applicable to the site.

The Overarching Quarry Management Plan was prepared by consultants GHD in February 2019. Widespread review by the Engineering and Infrastructure team, Manager Environmental Services and the Department of Agriculture and Fisheries – Forest Ranger was completed, to which the ultimate document was finalised in October 2019. This is now presented for Council endorsement.

IMPLICATIONS

The intent of the Overarching Gravel Pit Management Plan is to enable more efficient and reliable extraction of quarry materials while meeting our obligation to environmental protection including legislated

responsibilities. Initial investment value will underpin future maintenance and construction activity cost savings.

It can be noted that funding for all capital requirements for future gravel pit developments and/or rehabilitation works will follow the PAG budget bid process in all cases.

CONSULTATION

Internal

- Manager Infrastructure Planning and Technical Services
- Coordinator Natural Resources
- Manager Environmental Services (previous)
- Director Engineering and Infrastructure

External

- DNRME (Department of Natural Resources, Mines and Energy)
- DAF (Department of Agriculture and Fisheries – Forestry section)
- Engineering Consultants - GHD
- Landowners for future and current facilities, as required

BASIS FOR RECOMMENDATION

Extractive and quarrying activities play a critical role in Council's ability to provide effective service to the unsealed road network for the Isaac community. Increasing pressure from State Authorities regarding the compliance of Isaac Regional Council managed gravel pits has resulted at length for action to address the requirements through the Overarching Gravel Pit Management Plan (OGPMP) and associated permits.

The OGPQMP and Coordinator Natural Resources is tasked to facilitate planning for construction materials for future quarry pit operations.

ACTION ACCOUNTABILITY

Manager Infrastructure Planning and Technical Services – Ensure progress and implementation of Overarching Gravel Pit Management Plan.

Coordinator Natural Resources – administering applications, easement and construction processes for existing and new facilities.

KEY MESSAGES

All IRC owned gravel pits shall be compliant to relevant State legislation and will ensure efficient and effective service coverage to the Isaac Regions unsealed road network.

Infrastructure Departments have processes and procedures in place for the financially effective utilisation of existing gravel sources and value for money commercial arrangements with local suppliers.

Report prepared by:

NADINE CLUFF
Coordinator Natural Resources

Date: 21 January 2020

Report authorised by:

SEAN ROBINSON
Acting Director Engineering and Infrastructure

Date: 30 January 2020

ATTACHMENTS

- Attachment 1 – Overarching Gravel Pit Management Plan

REFERENCE DOCUMENT

- Nil

GRAVEL PIT MANAGEMENT PLANNING

OVERARCHING GRAVEL PIT MANAGEMENT PLAN

Current as at 05.02.2020

Presented by **Engineering & Infrastructure**

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1. INTRODUCTION

1.1 PURPOSE OF THIS OVERARCHING GRAVEL PIT MANAGEMENT PLAN

This Overarching Gravel Pit Management Plan (OGPMP) provides details for the operation and extraction of material from gravel pits located within Isaac Regional Council (IRC).

This OGPMP also aims to meet legislative requirements.

IRC is committed to the development and implementation of an appropriate Integrated Environmental Management System (IEMS). As individuals, we all have an obligation to environmental protection, including legislated responsibilities:

1. A person must not carry out any activities that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practical measures to prevent or minimise the harm.
2. A person must not cause land to become contaminated land.

IRC recognises the importance of compliance with environmental legislation, but also recognises that it is merely the foundation and achievement beyond compliance is our goal.

Our aim is to conserve and enhance the unique environment in our region. In achieving this goal, we endeavour to:

1. Proactively support our employees to be environmentally responsible in their activities.
2. Maintain our policy of cooperation and consultation with the public.
3. Promote better environmental awareness in the greater Isaac Region.
4. Continue to reduce power consumption and minimise waste.
5. Continue to improve our environmental management system.
6. Reduce and prevent pollution.

IRC shall continue to consult with landholder/landowners to help minimise any potential environmental harm. IRC shall strive to maintain and improve the environmental performance of our own facilities, thus leading by example.

1.2 REVIEW AND CONTINUAL IMPROVEMENT

This OGPMP is to be reviewed at least every two years.

IRC have commitments under the IEMS for continual improvement that would apply to this document. Additional reviews may be triggered as a result of incidents/near misses, alterations to legislative requirements and significant changes to operation (such as implementation of blasting).


1.3 SCOPE AND LIMITATIONS

This report: has been prepared by GHD for Isaac Regional Council and may only be used and relied on by Isaac Regional Council for the purpose agreed between GHD and the Isaac Regional Council as set out in section 1.1 of this report.

GHD otherwise disclaims responsibility to any person other than Isaac Regional Council arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.



The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report. GHD disclaims liability arising from any of the assumptions being incorrect.

GHD has prepared this report on the basis of information provided by Isaac Regional Council and others who provided information to GHD (including Government authorities), which GHD has not independently verified or checked beyond the agreed scope of work. GHD does not accept liability in connection with such unverified information, including errors and omissions in the report which were caused by errors or omissions in that information.

2.GRAVEL PIT SITES – LOCATION/DETAIL

2.1 OVERVIEW

IRC currently has 74 gravel pit sites within the Active Gravel Pit Register. The quarries are summarised in Table 1.

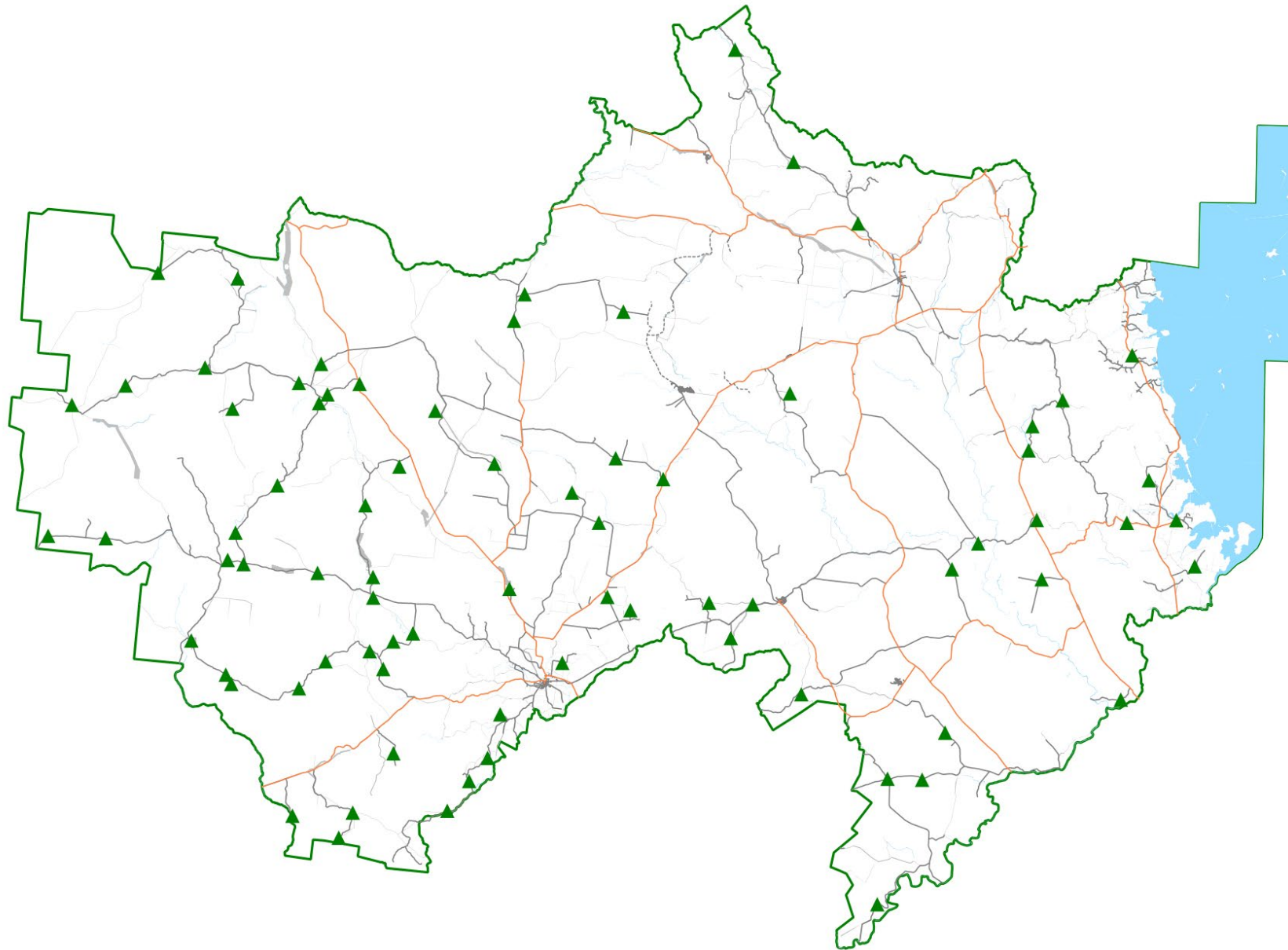
Table 1: Summary of Active Gravel Pit Sites

| LAND TENURE | TOTAL NUMBER | EA PERMIT (For over 5,000T yearly removal) | SALES PERMIT (For any material removed from State lands, with exemptions) |
|---------------|--------------|---|--|
| Freehold | 28 | 5 | N/A |
| Leasehold | 37 | 10 | 34* |
| Road reserve | 4 | N/A | N/A |
| Other reserve | 5 | 2 | N/A |

*Expression of Interest submitted to Department of Forestry for 3 additional sites that are identified as Active and on leasehold

These sites are identified and presented as a layer viewable through the Council IntraMaps program.

Map 1: Council Active Gravel Pit Sites within Isaac Region



3. LEGISLATIVE REQUIREMENTS

The IRC 'Gravel Pit Management Guideline – Determination of Planning, Approval and Permitting Requirements' provides guidance to IRC for the gravel pits, refer to Appendix B. It outlines General Duty requirements as well as planning/approval/permit triggers.

3.1 GENERAL DUTY REQUIREMENTS

- *Environmental Protection Act 1994*
- *Biosecurity Act 2014*
- *Aboriginal and Torres Strait Islander Heritage Protection Act 1984 (Commonwealth) / Aboriginal Cultural Heritage Act 2003 (Queensland)*
- *Workplace Health & Safety Act 2011*

3.2 APPROVALS, PERMITS OR LICENCES

There are currently two types of permits that are held by IRC for gravel pits; Department of Agriculture and Fisheries (DAF) Sales Permit, and Department of Environment and Science (DES) Environmental Authority. The DAF Sales permit is relevant to all site on leasehold that royalties are payable to State whereas the EA permit is relevant to all sites extracting and/or screening over 5,000t (excluding road reserves).

3.2.1 DAF Sales Permit

The DAF Sales Permit is permit number 134488. The permit currently applies to 34 of the 'active' gravel pits however contains a further 60 that Council has assessed as inactive and is working with DAF in retiring off Sales Permit. Each gravel pit has an endorsed area specified over the sites.

Under the terms and conditions entered into between IRC and DAF, Council must not conduct extraction activities at a site until DAF have approved a Site Based Management Plan (commonly known as Quarry Management Plan)

3.2.2 DES Environmental Authorities

Of relevance is whether the gravel pit is classified as an Environmentally Relevant Activity (ERA) under the Environmental Protection Regulation 2008. The IRC 'Gravel Pit Management Guideline – Determination of Planning, Approval and Permitting Requirements' provides the current definition of ERA activities where an Environmental Authority (EA) is triggered.

The SBMP Guidelines, refer to Appendix A, have been developed to guide IRC in development of site specific SBMP (or procedures) that meet the requirements of the EA's and DAF Sales Permit.

The standard conditions of EA Permit includes that the activity must be undertaken in accordance with written procedures that identifies potential risk to the environment and establishes control measures to minimise environmental harm. This OGPMP is to address the requirement.

As per the DES register of EA's, IRC currently operate quarries under the following permits:

Table 3: Current EA Permits

| NUMBER | LOCATION | NAME |
|---|---------------------|--|
| EA0001653 | Lot 5 on RU81 | Beresford Pit, Laglan Road |
| | Lot 1 on RU79 | Parnu Pit, Laglan Road |
| | Lot 5 on RP866478 | Mavis Downs Pit, Daunia Road |
| EA0001738 | Lot 9 on CNS419 | Limestone Pit, Cotherstone-Capella Road |
| | Lot 4 on TT269 | Mt Stuart Pit, Mackenzie River-Capella Road |
| | Lot 4 on KL210 | Croydon Pit, Marlborough-Sarina Road |
| | Lot 654 on SP273873 | Laglan Pit, Laglan Road |
| | Lot 3 on RU96 | Pioneer Pit, Pioneer Road |
| | Lot 3 on DR20 | Mirrabilia Pit, Pioneer Road |
| | Lot 1 on SP147340 | Recruit Pit, West Banchory Road |
| | Lot 661 on SP282172 | Moray Pit (#1), Moray Carmichael Boundary Road |
| | Lot 3 on SP147546 | Bulliwallah Pit, Bulliwallah Road |
| | Lot 5 on DC138 | Mallawa Pit, Eaglefield Road |
| | Lot 3 on CNS32 | Booroondarra Pit, Booroondarra-Capella Road |
| EPPR00791913 | Lot 12 on KL204 | Collaroy Pit, Collaroy-Tierawoomba Road |
| | Lot 3 on HLN29 | Plum Tree Pit, Turrawalla Road |
| The above permits cover the activities of: | | |
| <ul style="list-style-type: none"> • ERA 16 – Extraction and Screening 2: Extracting, other than by dredging, in a year, the following quantity of material, (a) 5,000t to 100,000t • ERA 16 – Extraction and Screening 3: Screening, other than by dredging, in a year, the following quantity of material, (a) 5,000t to 100,000t | | |
| EPPR02351514 | Lot 656 SP138788 | Sellers Pit (South Back Creek), Elgin Road |
| This permit is in conjunction with Adani Mining Pty Ltd arrangements. Pit remains dormant with no intention in the near future to utilise this resource by IRC. | | |

3.3 PLANNING ACT OBLIGATIONS

The *Planning Act 2016* establishes the processes for land use planning and development assessment in Queensland, including the development of new planning schemes by local governments, and rules for determining development applications.

Existing IRC gravel pits generally operate with existing use rights, or operate under exemptions under the *Planning Act 2016*. However, planned expansions to existing uses, as well as establishment of new gravel pits need to consider the requirements of the *Planning Act 2016*, the relevant local planning scheme and any state planning requirements that may apply to the site.

Details on the process, potential exemptions and approval requirements can be found in Appendix B – Planning Approval and Permit Requirements. Advice should be sought early in the project planning phase from IRC’s Liveability and Sustainability Department and/or a private town planning consultant for any new or expanded projects, to confirm requirements.

4.HUMAN RESOURCES

4.1 ROLES AND RESPONSIBILITIES

Isaac Regional Council has an overall responsibility for ensuring that all employees, Contractors and any other site users involved with works are familiar with the relevant requirements of Gravel pit management.

Flow Chart 1 below provides an overview of IRC management.

Flow Chart 1 – Organisation Structure of IRC Gravel Pit Operations

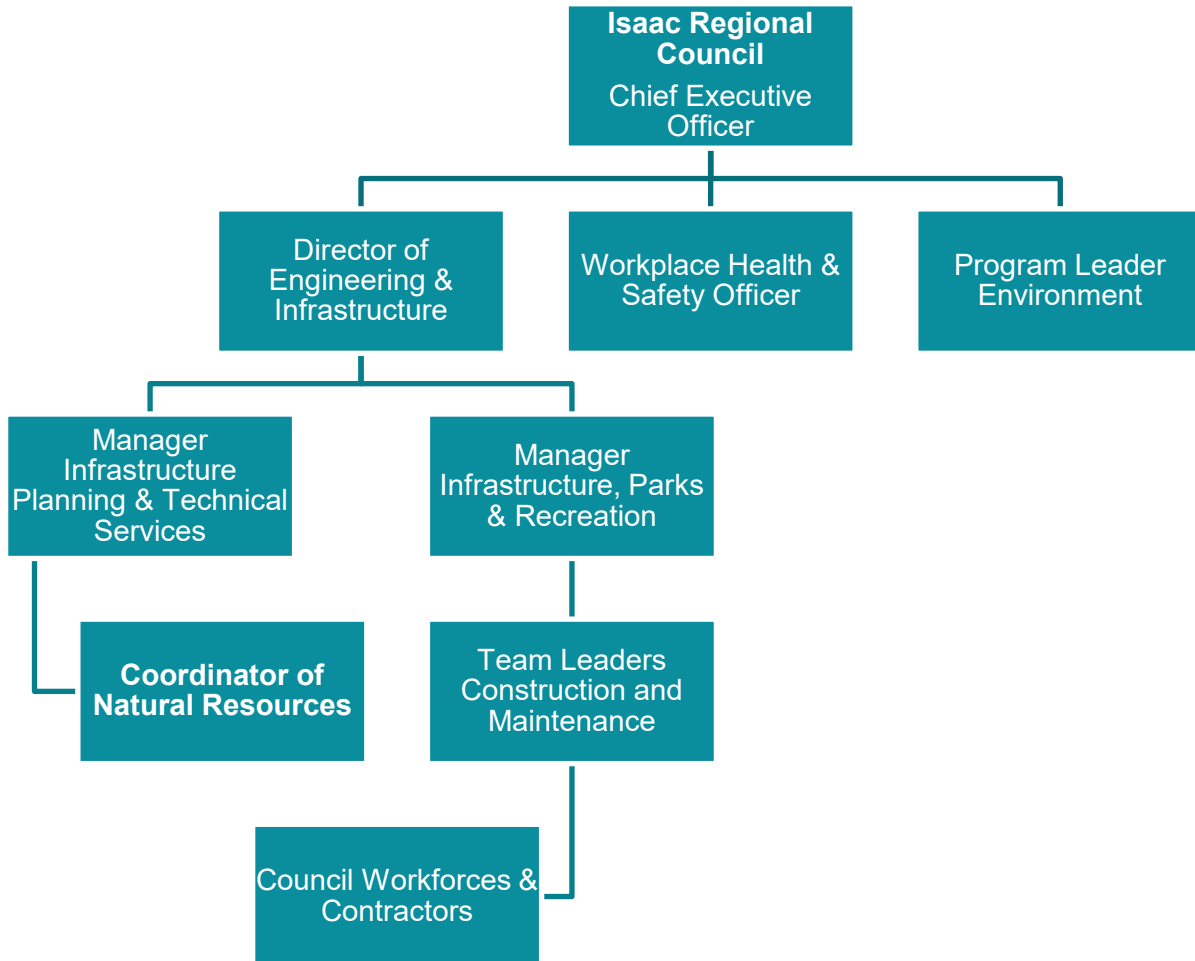


Table 4: Overarching Roles & Responsibilities

| RESPONSIBILITIES | TITLE |
|---|----------------------------|
| <ul style="list-style-type: none"> Ensure that IRC abides by necessary legislative requirements for the extraction of gravel. Ensure all employees are adequately trained and inducted for gravel extraction operations. | Chief Executive Officer |
| <ul style="list-style-type: none"> Review and audit the SBMP on an annual basis or as directed by the CEO. Report on any environmental incidents to IRC's Director of Engineering & Infrastructure. Monitor effectiveness of SBMP, assure regulatory compliance, and uphold the general environmental duty. Review all reports and notifications relating to the activities to ensure that the system is as effective as possible. | Program Leader Environment |

| | |
|--|--|
| <ul style="list-style-type: none"> • Ensure all workplace health and safety and environmental requirements and procedures are implemented. • Complete internal environmental audits and inspections and ensure results are recorded. • Liaise with regulatory agencies regarding requirements for approvals, licenses, permits and authorities. | |
| <ul style="list-style-type: none"> • Oversee and delegate specific tasks carried out by the Manager Infrastructure. • Report on any significant incidents or problems to the CEO. | Director of Engineering & Infrastructure |
| <ul style="list-style-type: none"> • Ensure all employees are aware of environmental responsibilities. • Report any non-compliance to the Program Leader Environment. • Induction of new employees including environmental responsibilities and the SBMP. | Manager Infrastructure Planning & Technical Services |
| <ul style="list-style-type: none"> • Monitor overall performance of gravel pit extraction activities. • Produce, review and monitor SBMPs • Direct construction of environmental controls as necessary. • Report any environmental incidents to the Program Leader Environment. • Ensure Operators are trained in the use of machinery and equipment onsite, safely and efficiently to minimise the risk to human health, safety and environmental nuisance, including noise, air pollution, water quality, waste material and land contamination. • All requirements for approvals, licenses, permits and authorities are in date. • Ensure that the extents of the pits are as per the boundaries conveyed to DAF. • Current / recent gravel test results are available. | Coordinator Natural Resources |
| <ul style="list-style-type: none"> • Ensure regular maintenance is undertaken on plant and equipment. • Ensure Operators are trained in the use of machinery and equipment onsite, safely and efficiently to minimise the risk to human health, safety and environmental nuisance, including noise, air pollution, water quality, waste material and land contamination. • Advise the Program Leader Environment immediately of any environmental incident. • Ensure that the gravel pit is managed in accordance with the SBMP at all times. | Overseers & Team Leaders |
| <ul style="list-style-type: none"> • Carry out the works under the supervision of Team Leader(s). • Report any damage or incidents to Team Leader(s). • Ensure that the gravel pit is managed in accordance with the SBMP at all times. | All Other Council Employees and Contractors |

4.2 TRAINING AND AWARENESS

IRC is responsible for ensuring that site personnel are aware of safety, health and environmental issues and are competently trained to carry out their duties.

Training should be provided in at least the following areas:

- Site specific induction training and understanding of the current Safety Management Plan
- The implementation of the SBMP
- Licence conditions relating to the activities undertaken onsite
- Operational practices and procedures
- Environmental obligations and responsibilities whilst working on-site
- Cultural Heritage awareness
- The implications for the EP Act to both the individual and the site.

5.HEALTH, SAFETY AND EMERGENCY MANAGEMENT

5.1 HEALTH AND SAFETY

Isaac Regional Council is required to prepare a safety plan to cover all the works in the gravel pit including but not limited to the operations described in Part 3: Scope of Operations. Requirements are also set under Schedule 2 – Safety Conditions of Sales Permit.

Isaac Regional Council is also required to identify the risks associated to the operations in the pit, maintain a risk register and assess the identified risks and control of work method's risks. An IRC Workplace Health and Safety policy is in place.

Quarries present a danger to all persons within the vicinity given that heavy machinery may be operational, and a large cavity may be present in the ground with steep, and possibly uneven slopes. To reduce the risk to the general public signs will be placed at strategic locations to warn of the danger and general site access will be restricted.

Restricted entry signs must be erected and maintained by the Permittee on the main entry the gravel pit area and should also be on any other access tracks into the gravel pit.

All contractors are inducted in accordance with the IRC Policy. Contractors identify and take all necessary precautions for the health and safety of all persons, including any employees, customers and members of the public, who may be affected by the performance of services.

All IRC employees and contractors working at the sites must hold a "Construction White Card" and be inducted according to any WH&S System and the Isaac Regional Council Corporate Induction.

All accidents, incidents and near misses are reported and investigated as per IRC WH&S Policies. Incidents are registered with the IRC Workplace Health & Safety Department via SMART (IRC computer application for incident logging and reporting).

Documentation to be kept onsite includes:

- Site Representative (contact person and their contact details to be kept current)
- Current copy of Site Safety Plan
- Site base map detailing entry to the gravel pit
- Visitors sign in and out book.

5.2 EMERGENCY PROCEDURES

There is the potential for emergencies to occur on IRC sites. Each gravel pit is to include identification of evacuation/ assembly points and relevant contact numbers in the event of an emergency.

5.2.1 Potential Risks and Hazards

Primary site risks for IRC Quarries include:

- Access to any IRC gravel pit by unauthorised and untrained individuals – management are to ensure that only those persons permitted on site are allowed to enter or remain, and that any guests or visitors to the site complete a safety induction or are to be escorted at all times by site staff.
- Flooding of the site – in the event of stormwater contamination being observed onsite, the stormwater should be monitored for the contaminant released or total petroleum hydrocarbons (TPH), Polycyclic Aromatic Hydrocarbons (PAH) and suspended solids.

- Fire risk – green waste stockpiles may pose a fire risk. To mitigate this risk, green waste stockpiles are to be located in a position remote from gravel pit operations and is to be maintained at workable heights. Access for vehicles will be kept unobstructed to permit fire emergency response if required.
- Chemical storage – may pose a fire and contamination risk as a result of potential chemical release. Chemicals are to be stored as per Australian Standard 1940-2004: *The storage and handling of flammable and combustible liquids*. Safety Data Sheets (SDS) for all chemicals are maintained on site and employees are familiar with the SDS prior to use. A manifest of chemicals, locations and typical storage quantities is maintained at the site in case of emergency.

5.2.2 Emergency Response Management

Emergency response plans are intended to address foreseeable risks and hazards in order to provide a corrective response to minimise or mitigate environmental harm. Site specific plans may be required where risks are deemed moderate to high.

Emergency Response Management include:

| ADVERSE WEATHER MANAGEMENT | |
|----------------------------|--|
| MITIGATION MEASURES | <ul style="list-style-type: none"> • Cease operations on site if there is significant risk of flooding or wind damage • Ensure adequate backup electrical supply, at least one portable back-up generator of an appropriate size available at each site. • List of emergency contact names and numbers available for each site, including landowner • Ensure plant/equipment, oils and chemicals are relocated to appropriate storage facilities away from stormwater drainage lines and nearby sensitive environments. • Secure, by sheltering, tying down or as many otherwise be appropriate, equipment that may pose a risk in times of high wind or rainfall conditions • Do not drive or otherwise cross flooded waterways |
| MONITORING | IRC management (Local Disaster Coordinator Centre personal) to monitor weather forecasts on a daily basis to ensure adequate warning of any significant risk of adverse weather. In order to achieve this, a working radio receiver with battery backup power must always be available at the site. |
| REPORTING | Any incidents from adverse weather to be reported with the IRC Workplace Health & Safety Department via SMART |
| CORRECTIVE ACTION | IRC operating personnel to mitigate or implement immediate remedial action in the event of failure of control measures or unanticipated hazard(s) that might result in environmental harm. |

| FIRE MANAGEMENT | |
|---------------------|---|
| MITIGATION MEASURES | <ul style="list-style-type: none"> • Cease operations on site if there is significant risk of fire danger • List of emergency contact names and numbers available for each site, including landowner • Minimise quantities of, and monitor storage/stockpiling of green waste or other flammable wastes to minimise fire risk. |

| | |
|--------------------------|--|
| | <ul style="list-style-type: none"> • Camp fires or bbqs to be contained and monitored • Fire extinguishers to be fitted in plant/equipment |
| MONITORING | IRC management (Local Disaster Coordinator Centre personal) to monitor Fire Danger Rating on a daily basis to ensure adequate warning of any potential fire behaviour. In order to achieve this, a working radio receiver with battery backup power must always be available at the site. |
| REPORTING | Any fire incidents to be reported with the IRC Workplace Health & Safety Department via SMART |
| CORRECTIVE ACTION | <p>In the event of an uncontrolled fire incident, IRC management shall:</p> <ul style="list-style-type: none"> • Investigate the circumstances and will report to DES/QFES, as appropriate, any damages to quarries following a fire event • Implement mitigate measures as appropriate to minimise risk of recurrence |

SPILL MANAGEMENT

| | |
|----------------------------|---|
| MITIGATION MEASURES | <ul style="list-style-type: none"> • List of emergency spill response contract names and numbers available for each site • Store fuels, flammable liquids and chemicals as per Australian Standard 1940-2004 • Store other minor quantities of industrial chemicals in appropriate safe storage, and on drip-proof trays where possible • Have a spill response kit readily available in the event of spillage of materials that might result in environmental harm • Spill/leak sources to be identified as soon as possible and if safe to do so, the leakage or spillage stopped, and any spilled material that might result in environmental harm contained or closed off by bunding or other such methods |
| MONITORING | Daily monitoring of the site, identify any leaks or spillages and determine if any mitigation measures are required. Visual inspections of stock piles, extraction and screening areas are also required to make sure that no loose or contaminated material poses a risk to contaminating stormwater drainage pathways. |
| REPORTING | Any spills to be reported with the IRC Workplace Health & Safety Department via SMART. If the spill has the potential to cause environmental harm, IRC must contact DES. |
| CORRECTIVE ACTION | <p>Absorbent pads, kitty litter used to soak up spills or if on soil, the affected contaminated soil should be removed and transported to an appropriate landfill site.</p> <p>Contaminated materials resultant from spillage shall be stored safely and removed from site by a licenced waste contractor.</p> <p>In the event of a spill or leakage incident, IRC management shall:</p> <ul style="list-style-type: none"> • Investigate the circumstances and will report to DES any risk of environmental harm • Implement mitigation measures as appropriate to minimise risk of recurrence |

5.3 INCIDENT REPORTING / MANAGEMENT

Incident reporting and management is as per IRC procedures. All personnel shall report all incidents to the Coordinator Natural Resources and complete an incident report form. Incidents may include the following:

- Incident or accidents
- Hazards
- Near miss
- Dangerous events
- Property damage
- Production loss
- Environmental incidents.

The report is to include details of the incident, potential causes, corrective action needed and final sign off.

IRC are responsible for investigating incidents and maintaining records of actions taken. The Director of Engineering & Infrastructure is responsible for reporting significant incidents to the relevant authorities in accordance with legislative requirements.

5.4 COMPLAINT REPORTING / MANAGEMENT

If complaints are received in relation to the gravel pits, the Coordinator Natural Resources will be responsible for ensuring that all complaints received are addressed and investigated within the shortest practicable period. A complaints register is maintained as part of the IRC Service Request process. If a complaint is received regarding the excavation site, the following details must be recorded:

- Time, date, name, and contact details of the complainant;
- Reasons for the complaint
- Any investigations undertaken
- Conclusions formed
- Any actions taken.

6. OPERATIONS

6.1 GRAVEL PIT LAYOUTS

It is required that a gravel pit layout figure or drawing be developed for each site. Key components of the layout include:

- Access: access to the site is to be provided and maintained by IRC. Where instructed by Landowner/Landholder, a gate should also be installed which is to be locked outside operation hours.
- Gravel Pit footprint area to minimise risk of disturbance to sensitive areas
- Car parking
- Waste facilities, spill kits and/or other similar aspects
- Erosion and sediment control measures, including stormwater flow and sediment basins
- Stockpile locations.

6.2 EXTRACTION METHOD

- Works shall be carried out on a progressive, as needs basis, whereby only the section needed to obtain the required amount of material shall be cleared and extracted at any one time.
- Gravel Pit production is expected to be in the range of 0 to 40,000 (tonnes per annum) per site pending gravel material demand.
- All topsoil where existing shall be stockpiled as per the corresponding working plan for that site, for later respreading in the rehabilitation process
- Excavator or bulldozer will rip and push gravel material into stockpiles.
- Crushing and screening where deemed necessary for a quality product will be undertaken by portable plant.
- Stockpiles will be arranged to provide ready access and maximum benefit for noise attenuation from plant.
- Product despatch will be loader-based weighting scales.
- Truck types including semi tippers, truck dog combinations or body trucks will transport the product. No truck will be permitted to leave the site unless the load is legal and secure.
- Should the extraction works be undertaken by a contractor, the contractor may prepare an operation plan in conjunction with Council for operations in the gravel pit and supply work method statements for the operations.
- All operations of the pit are to be managed in accordance with Work Health and Safety Act 2011.
- Normal hours of operation will be Monday to Saturday 6 am – 6 pm (excluding public holidays).

6.3 STOCKPILING OF TOPSOIL

The topsoil from the site is a very important requirement for low cost revegetation. Topsoil from all working areas and access tracks should be stripped carefully and stockpiled or used immediately to rehabilitate worked out areas. This will avoid stockpiling and double handling of the soil. Topsoil placed directly onto rehabilitation areas contains viable seed, nutrients and microbes that allow it to revegetate more rapidly than topsoil that has been in stockpile for long periods.

Maximum stockpile height of topsoil to be 3m.

6.4 STOCKPILES

- All material stockpiles will be contained within the approved limits of the gravel pit, unless directed by the Superintendent to stockpile offsite.
- Stockpile sites are to have erosion and sediment control measures installed, as per the erosion and sediment control detailed in section 7.2.
- The Council should maintain record of quantity and destination of the gravel removed from the gravel pit.

7. ENVIRONMENTAL MANAGEMENT

Section 319 of the *Environmental Protection Act 1994* (EP Act) states that every person has a General Environmental Duty (GED). This GED requires that a person must not carry out an activity that causes or is likely to cause environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. In deciding measures to be undertaken to fulfil the GED the following must be considered:

- The nature of the harm or potential harm
- The sensitivity of the receiving environment
- The current state of technical knowledge for the activity
- The likelihood of successful application of the different measures that might be taken
- The financial implications of the different measures as they would relate to the type of activity.

Compliance with the GED is a defence to offences related to causing unlawful environmental harm. If defendants can show that the harm happened while a lawful activity apart from the EP Act was being carried out and they fulfilled their GED, then they cannot be found guilty of causing unlawful environmental harm.

This section provides a summary of key environmental management aspects for all gravel pits that are required to be adapted and implemented for sites where there is an EA. More stringent management actions can be referred to in the associated IRC SBMP for a particular site, if applicable.

7.1 ENVIRONMENTAL VALUES AND SENSITIVE RECEPTORS

The following presents a checklist outlining the environmental values and sensitive receptors that are to be reviewed for each current and new gravel pit.

Table 2: Environmental Site Checklist

| ASPECT | CHECKLIST |
|-------------------|---|
| Water | Are there any mapped waterways that traverse or are adjacent to the site? |
| | What is the flow direction of surface water/ runoff across site? |
| | Is the site within the Coastal Management District or within any coastal hazard areas? |
| | Are there any identified risks of groundwater contamination occurring from the site? |
| Soil and Land | Is the site listed under the Environmental Management Register or Contaminated Land Register? |
| | Are there any areas susceptible to erosion on site? (e.g. rills or gullies) |
| | Is there potential for acid sulphate soils? |
| Biodiversity | Is the site a high-risk trigger area for protected plants? |
| | What is the regulated vegetation including essential habitat for the site? |
| | Are there any breeding places or fauna habitat areas on site or adjacent? |
| | Are there any known weed infestations present? |
| Protected Areas | Are there any protected areas within or in proximity to the site? |
| Cultural Heritage | What is the Aboriginal Party for the area? |
| | Are there any known Aboriginal items on site? |

| ASPECT | CHECKLIST |
|------------------|---|
| Native Title | Is there any native title land within or in proximity to the site? Reference to be made to NT applications, determinations or ILUAS |
| Social Receptors | What are the adjacent land uses to the site? (e.g. residences, businesses etc.) |
| Services | Are there any powerlines, phone lines, water or gas pipelines? |

7.2 WATERWAYS AND EROSION CONTROL

7.2.1 General

Sediment or contaminants, derived from on-site activities, soil erosion or oils and fuels, have the potential to cause on-site damage and pollute local water systems in the gravel pit area. Poor site management could lead to excessive soil erosion, blocked drainage systems, timely and expensive clean-up operations and off-site pollution. In addition, sedimentation and erosion may lead to loss of vegetation and habitat as well as spread of the root rot fungus). For these reasons site operations should be tailored to minimise erosion and water pollution.

The following environmental values and sensitive receptors should be considered and reviewed prior to implementing controls:

- Mapped waterways
- Hydrology features:
 - Flow direction of surface water/runoff
 - Coastal Management District or any coastal hazard areas
 - Wetland Protection Areas or high risk wetlands
- Groundwater
- Erosion potential
- Acid sulphate soils
- Contaminated land.

The below suggestions regarding erosion and sediment control are recommended as minimum controls and are in accordance with the *Best Practice Erosion & Sediment Control Guidelines 2008* (herein referred to as the IECA Guidelines), the Environmental Protection (Water) Policy 2009 and any other relevant approval and statutory requirements.

The following general guidelines to control sediment and erosion on-site should be considered in all gravel pit design and management, as a minimum:

- Site drainage installed to mimic natural drainage patterns, where possible utilise natural drainage lines with existing vegetation.
- Divert stormwater runoff around soil disturbances and excavations.
- Implement measures to divert clean water from the gravel pit, where possible.
- Designated site access paths for plant and people, if appropriate establish a shake-grid or waste bay for cars and trucks to be cleaned prior to exiting the site.
- Use of sediment ponds
- Use of sediment fences, as per IECA Guidelines.

- Any new access tracks should be constructed across controlled gradients, with regular cross drains or culverts.
- The working face of the gravel pit should be kept as dry as possible, via appropriate drainage, and machinery should not be driven through flowing water.
- All site operations should be undertaken in such a manner to minimise the potential for pollutants to enter waterways; which includes appropriate storage and bunding of polluting materials, appropriate machinery maintenance, and general site tidiness. Any pollution incidents should immediately be reported to the IRC Program Leader Environment and/or the person/role deemed appropriate by IRC Environmental and Safety departments.
- Where sediment laden water has left the site, corrective actions will be required to be implemented. Actions should include a review of site measures, implementation of additional management actions and restoration of impacted areas.

7.2.2 Waterways

Pollutants from site with the potential to enter local waterways may have extreme environmental effects if not treated appropriately. Where discharges occur and waterways are present, visual inspection and water quality monitoring of the receiving water body may be required. If required, water quality monitoring is to be undertaken as per the DES Monitoring and Sampling Manual.

7.2.3 Stormwater Settlement Dams

Stormwater settlement dams (i.e. sediment dams) are used to contain surface water run-off prior to it leaving the site for the purpose of treating or settling sediments and contaminants.

The following general guidelines for stormwater settlement dams should be considered in all gravel pit design and management, as a minimum:

- Determine the appropriate size of the dam for the volume of surface water run-off on site.
- Dewatering, if applicable, is to be undertaken in accordance with site procedures

7.3 VISUAL IMPACT

Visual impact of gravel pits and the actions required to reduce the impact is dependent on the proximity of the site to surrounding sensitive receptors. Adjacent land uses, such as residences and businesses, are to be identified and recorded as they may be subject to impacts from visual impacts.

Key aspects to consider to keep the site aesthetics visually pleasing and reducing impact include:

- Site layout opportunities; e.g. not locating skip bins along the fence line next to residential areas
- Maintaining the site in a tidy manner
- Consultation with adjacent landholders to review any site specific measures such as screening or storage of equipment off site
- If lighting is required, direct light away from sensitive receptors
- If clearing is not necessary, maintain existing vegetation/natural bushland around the site
- Review fencing on site.

Corrective actions may be required upon receipt of complaints and may include alteration to site operations.

7.4 NOISE CONTROL

7.4.1 General

The objective of controlling noise is to minimise the impacts and vibrations from construction activities to the surrounding environment and sensitive receptors. Adjacent land uses, such as residences and businesses, are to be identified and recorded as they may be subject to impacts from noise.

All works are to be managed in accordance with the EP Act and Environmental Protection Policy (Noise) 2008. The following actions should be considered to reduce the impact of noise from site:

- Type of sensitive receptor/s nearby and their proximity to the site
- For receptors in close proximity, determine if baseline noise or condition assessments (vibration) are required to be undertaken
- For irregular noisy activities, notification to adjacent sensitive receptors may be required
- Design and implement noise mitigation measures (such as noise walls)
- If clearing is not necessary, maintain existing vegetation/natural bushland around the site;
- Set work hours suitable to the location of the site (typically Monday to Saturday, 6:00am to 6:00pm; excluding public holidays)
- If work outside normal hours is required, obtain Coordinator Natural Resources approval and notify adjacent sensitive receptors, any such work is to be undertaken as per relevant regulations
- Ensure plant and equipment are adequately maintained in proper and effective working condition.

General observations are to be undertaken and if an issue is noted it must be reported. If a complaint is received regarding noise from site, noise monitoring may be required to be undertaken as per relevant guidelines (such as the DES Noise Measurement Manual, EM1107).

7.4.2 Neighbouring Residents

If the site is in an area potentially affecting neighbouring residents, the following should be considered:

- Determine if baseline noise or condition assessments (vibration) are required to be undertaken
- Appropriate communication with neighbouring residents regarding working hours.

7.4.3 Blasting Activities

Although blasting activities are not currently undertaken on any IRC gravel pit, should this practice be adopted in the future further consideration needs to be given to minimise the environmental impact to nearby sensitive receptors the surrounding environment. Aspects to consider include:

- Noise
- Vibrations
- Air quality
- Increase in plant and machinery movement
- Visual impact
- Health and safety.

7.5 AIR QUALITY (INCLUDING DUST)

Air quality includes any airborne emission or particulate matter which is released into the air of the surrounding environment. The majority of air quality pollution will originate from dust produced by on-site operations and vehicle movements, or fuel emissions from machinery. All site emissions should be kept to a minimum; as a guide significant air pollution should not be visible crossing the boundary of the gravel pits.

Adjacent land uses, such as residences and businesses, are to be identified and recorded as they may be subject to impacts from air quality.

All works are to be managed in accordance with the EP Act and Environmental Protection Policy (Air) 2008. The following actions should be considered to reduce air pollution:

- Adequate maintenance of plant/equipment to minimise exhaust emissions and to ensure they are in proper and effective condition
- Recommend that burning of vegetation waste is not allowed.
- Determine if watering trucks are required (including frequency and source of water), if site conditions become unfavourable (e.g. dry or windy) roads should be sprayed with water (regularly) or magnesium chloride (occasionally).
- For frequently used sites, consider if access tracks are to be compacted gravel to reduce dust.
- Site design to ensure that stockpile locations are well protected from prevailing winds, either via existing or new planted vegetation or constructed embankments.
- Where high dust emissions are expected (e.g. transfer points, stockpiles etc.), enclosures, mist sprays or approved dust extraction equipment may be required. This should be determined by site managers based on visible dust emissions.
- Traffic management including speeds and covering of loads.
- When loading trucks the potential for dust emission from the material being transported should be taken into account. The highest point of the load should not exceed the height of the tray walls unless the load is covered.

Visual monitoring should be a regular occurrence. If a complaint is received about dust or air quality, air monitoring may be required and must be undertaken as per relevant guidelines.

It is understood that weather conditions, particularly large events, may make control of dust extremely difficult. Therefore, storm and wind warnings should be monitored, and contingency action plans initiated if such an event is predicted to occur.

7.6 FLORA AND FAUNA

7.6.1 General

Site operations must be developed in such a way as to minimise disturbance and manage potential impacts to native flora, fauna and surrounding ecosystems in order to maintain environmental quality and natural values of the surrounding areas.

At a minimum, the following environmental values and sensitive receptors should be considered and reviewed prior to implementing controls:

- Protected flora species
- Regulated Vegetation
- Essential habitat

- Fauna species / habitat

Management actions should be developed specific to the site values and should consider the following:

- Location of any significant vegetation or fauna habitat areas and measures to minimise impact (such as demarcation onsite).
- Steps to take if animal breeding places are identified in the disturbance area (such as bird nests).
- Procedures for implementation in the event of injured or trapped wildlife.

Monitoring on site should include visual inspections and reviews, corrective actions may be required in the event of management actions not being implemented. Corrective actions may include rehabilitating disturbed areas or undertaking weed control.

7.6.2 Regulated Vegetation & Vegetation Clearing

Vegetation areas must not be cleared prior to reviewing the regulated vegetation mapping; this can be obtained from the DNRME online platform. Depending on the vegetation category, land tenure, purpose for the clearing or presence of threatened flora, approvals may be needed.

Pits covered under the Sales Permit issued under the Forestry Act 1959 authorises any vegetation clearing required for the gravel pit and hence such clearing is an exemption from the Vegetation management Act 1999.

7.7 BIOSECURITY

The key biosecurity risk relating to the operation of quarries is weed species. Weeds and vegetation diseases can be easily transported to and from site from people and vehicle movements (e.g. on car tires, in equipment, and on clothing and shoes).

Any known weed infestations on site are to be identified and reported. The IRC Biosecurity Management Plan (currently in draft form) provides guidance on weeds of significance to the region.

The following actions to minimise weed infestations and vegetation diseases should be implemented on site:

- Measures to control the spread of weeds to and from sites (e.g. wash-down areas for plant, machinery and vehicles prior to arriving or leaving site).
- If practical, use a hard, well-drained surface as a wash-down area and dispose of wash-down water so that it is not affecting vegetation (e.g. local bushlands), surface water areas or local waterways.
- If possible, avoid driving vehicles or walking through weed infestations, especially if weed infestations are seeding and vegetation is present that may carry pathogens, diseases or fungi.
- Frequent site surveys to identify new weed infestations and to monitor existing weed infestations.
- Control measures for existing weed infestations including method (e.g. manual or spraying) and frequency (e.g. biannually, annually etc.).

7.8 WASTE AND CHEMICAL STORAGE AND DISPOSAL

All wastes generated at IRC gravel pits should be removed from site and prohibited from accumulating on site. Waste includes recyclable waste, general waste, oils, fuels, and chemicals. Vegetation waste will be the only waste to remain onsite as this will be utilised in the rehabilitation process.

The aim of effective waste management is to prevent or minimise the generation of wastes and to appropriately contain, control and dispose of all waste generated.

All works are managed in accordance with the *Waste Reduction and Recycling Act 2011* and EP Act. Management actions are to meet (or exceed) IRC standard practices. The following actions are recommended:

- Determine the type of wastes likely to be generated, such as:
 - Recyclables (e.g. plastics, cardboard, paper etc.)
 - General waste (e.g. food and food containers, non-recyclable plastic etc.)
 - Regulated or trackable waste (e.g. oils, spill clean ups etc.)
 - Vegetation waste
 - Chemical waste (e.g. cleaning products, batteries, herbicides, paints and machinery aerosols/solvents etc.).
- If applicable, any dangerous goods, as listed under the *Dangerous Goods Act 1998*, must be stored in the appropriate manner, in relation to their class, as per the *Dangerous Goods (General) Regulations 1998*. An appropriately approved transporter, holding an EPN permitting transport of hazardous wastes, must undertake any removal of dangerous goods from the site.
- If storing chemicals onsite, implement procedures as per AS1940, including:
 - Maintaining a chemical register with Safety Data Sheets
 - Storing chemicals within bunding or chemical cupboards
 - Supply spill kits for use onsite
 - Undertake regular inspections of chemical register, storage areas and spill kits.
- Determine the need for bins to be onsite, if no bins are to be used onsite then ensure that workers remove all wastes with them at the end of each day/shift.
- Vegetation waste may be stored onsite, removed or mulched and used in erosion and sediment controls.
- Regulated wastes are to be managed in accordance with legislative requirements (i.e. removed by a licenced operator).
- Determine if fuelling or maintenance activities are allowed onsite.

Regular inspections of plant/machinery, vehicles, waste areas and chemical storages should be undertaken and corrective actions be implemented if deemed necessary, or following an incident such as a chemical spill onsite.

7.9 CULTURAL HERITAGE

Cultural heritage must be considered for all gravel pits to ensure compliance with the *Aboriginal Cultural Heritage Act 2003* and associated Duty of Care Guidelines.

The *Act* and Guidelines provide information for proponents, such as IRC to implement their duty of care. The requirements depend upon the nature of the site and works proposed (e.g. a previously developed area verse an area where there has been no previous disturbance).

The following cultural heritage and native title searches should be undertaken and reviewed prior to implementing controls:

- Aboriginal cultural heritage – available through the Department of Aboriginal and Torres Strait Partnerships.
- Non-aboriginal cultural heritage – available through the Queensland heritage Register and IRC Planning Scheme overlay mapping.
- Native title information – available from the DNRME MinesOnline mapping and the Native Title Tribunal.

If Aboriginal cultural heritage has been determined to be low risk and there are no known Aboriginal cultural heritage sites or areas at the site or in the immediate vicinity, then an accidental finds procedure is to be implemented.

The accidental find procedure should include:

- Works will stop and an exclusion zone (for example 10-20 m) put in place if potential Aboriginal cultural heritage items are uncovered.
- The Coordinator Natural Resources and Program Leader Environment are to be notified as per the incident procedure.
- The Coordinator Natural Resources must advise the Chief Executive of the Aboriginal Cultural Heritage in writing within 7 days.
- The Coordinator Natural Resources and Program Leader Environment are to engage a qualified archaeologist or the local Aboriginal party to assess the artefacts in situ.
- The instructions of the archaeologist or the local Aboriginal party are to be adhered to and works cannot resume in the area until IRC is instructed that it is suitable to do so.
- In the event that skeletal remains are uncovered, the Queensland Police must be immediately informed.

7.10 ENVIRONMENTAL INCIDENTS AND COMPLAINTS

All personnel shall report all environmental incidents to Coordinator Natural Resources and Program Leader Environment and complete an environmental incident report form. Examples of environmental incidents include the following:

- Fuel, oil and/or chemical spills
- Fire and/or explosions
- Unearthing of historical or Indigenous cultural heritage
- Erosion and sediment control failure.

IRC are responsible for investigating environmental incidents and maintaining records of actions taken. Where applicable (and in accordance with the EA), environmental incidents shall be reported to DES and relevant stakeholders.

If environmental complaints are received in relation to the gravel pits, Coordinator Natural Resources and Program Leader Environment, will be responsible for ensuring that all complaints received are addressed and investigated within the shortest practicable period. A complaints register is maintained as part of the IRC Service Request process. If a complaint is received regarding the excavation site, the following details must be recorded:

- Time, date, name, and contact details of the complainant
- Reasons for the complaint
- Any investigations undertaken
- Conclusions formed
- Any actions taken.

7.11 NON-CONFORMANCES

Non-conformances may include the following:

- An incident or near miss with potential or actual environmental impact
- Complaints regarding project construction activities

- Not meeting an objective or target from the SBMP
- Not meeting conditions of approvals/permits
- Management review not being undertaken.

The Coordinator Natural Resources and associated Team Leader(s) shall be responsible for identifying and implementing any preventative and/or corrective actions in response to any non-conformance.

The Program Leader Environment is responsible for reporting any EA non-conformances to DES as soon as practical (at the most within 24 hours).

8. SITE REHABILITATION

Gravel Pit activities create significant site changes, which may continue to impact upon the environment long after the site is no longer used for extraction purposes. The extent of site rehabilitation and remediation will depend on the intended use of the land once the gravel pit operations have ceased. However, some form of progressive land restoration and rehabilitation should always be completed during the gravel pit operations. Rehabilitation is to meet relevant legislation and guidelines.

As soon as practicable, land is to be rehabilitated to ensure:

- Land is made stable and safe for humans and fauna
- Suitable native species of vegetation are utilised
- Land has no subsidence or erosion gullies following completion of the rehabilitation
- There is no ongoing contamination to waters (no ongoing environmental harm risk)
- Potential for nuisance caused by dust is minimised
- Maintenance requirements for the land are minimised.

The rehabilitation includes the design, initial landscaping works, soil spreading, final landform construction and aftercare. The aftercare will include replacement of topsoil including the seeding, vegetation maintenance and ongoing long-term commitment to restore the land to original condition or better. When the site is decommissioned, all buildings, plant, equipment, internal roads and paved areas should be removed to ensure that restoration is appropriately completed.

The following summary of site rehabilitation is generalised; a more detailed rehabilitation plan will be required if all operations at the site are to be terminated and the area returned to a more natural state.

8.1 TEMPORARY CLOSURE / MOTHBALLING

At times IRC may discontinue use of a gravel pit for an extended time, i.e. >4 months. When sites are not in regular use, or are mothballed, they remain an environmental risk. Effort is to be made by IRC to rehabilitate the gravel pit to a level that is safe and reduces ongoing risk. At a minimum the following is to be undertaken:

- Area to be made safe
- If applicable, all equipment is to be removed from site.
- Areas that have been disturbed outside the immediate gravel pit footprint or designated access are to be rehabilitated.
- Drainage either from the pit or from sediment basins is to be considered and accounted for to minimise contamination risk to the surrounding environment and onsite contamination.
- A regular inspection program is to be implemented to ensure that the site is regularly checked (e.g. yearly and after rainfall events) for site issues. Where issues are identified, maintenance works are to be enacted.

8.2 SITE CLEAN UP

Once gravel pit operations have ceased the site should be cleaned up by removing all existing equipment, temporary and permanent structures, roads and wastes and levelling any constructed embankments or other structures. During gravel pit operations, the topsoil can be stripped from areas being opened up and placed directly onto worked out areas which are being rehabilitated, to avoid double handling of soil, and to prevent degradation of the soil while in stockpiled.

8.3 SITE PREPARATION

The gravel pit area should be restored to the prior shape of the natural landform as much as possible. Steep slopes, should be levelled as far as possible and hollows filled in. Long slopes should be broken up by the construction of benches.

Any compacted areas of the site should be ripped to allow for ease of seed germination and to reduce sheet runoff of surface water. Exposed parts of the site may require topsoil to provide a suitable bed for seed germination. Topsoil should be collected from the site where possible. No imported topsoil should be used.

Site preparation and earthworks should be undertaken during the drier months of the year, if possible.

8.4 EROSION PREVENTION

Where possible, any existing drainage controls and settling ponds should be retained to allow for effective drainage until revegetation is complete. Settling ponds may still require cleaning out during the first stage of the rehabilitation.

Mulches, such as bark, wood waste or straw, can be used to aid in plant germination and control erosion and water loss. Erosion control matting may be required if erosion potential is high. Any material bought onto the site must be sterile, with no possibility of the introduction of exotic species.

Steep faces should be battered back to safe slopes of 3 to 1 or less.

8.5 REVEGETATION

A native ground cover should be established on the site to prevent erosion and manage adverse visual impacts, preferably using a similar species composition to the surrounding or original vegetation. If locally sourced seeded slash is used on the site it is likely that regeneration will occur naturally without the need to plant.

If required, revegetation can take the form of seed or propagated seedlings depending on the requirements at the site and should be undertaken in mid-autumn for seeds or early spring for seedlings.

The particular species and methods chosen for revegetation will need to be determined at a later date when the final site condition is known.

8.6 WEED CONTROL

Weeds and other introduced plant species should be targeted as soon as they appear during the early stages of site rehabilitation to reduce competition with emerging planted natives.


8.7 MONITORING, MAINTENANCE AND ASSESSING COMPLETION

Regular reviews will be required in the early stages of site rehabilitation to assess the health of vegetation and check for erosion and weed infestation. Any failures at the site should be quickly rectified to prevent larger, longer-term problems from arising.

When assessing whether the rehabilitation process is complete the key factor to ensure is that the site is in a stable, non-polluting state and is suitable for its intended future use. In the case of the gravel pit, the most likely future use will be native vegetation and defence training exercises and therefore a series of criteria should be developed to assess when the site has reached a level of rehabilitation suitable for such a use.



APPENDICES



APPENDIX A – Site Based Management Plan Guideline

APPENDIX B – IRC Gravel Pit Management Guideline – Determination of Planning, Approval and Permitting Requirements

GRAVEL PIT MANAGEMENT PLANNING

SITE BASED MANAGEMENT PLAN GUIDELINES

Current as at 05.02.2020

Presented by **Engineering & Infrastructure**

INTRODUCTION

PURPOSE OF THIS SBMP GUIDELINE

The purpose of this Site Based Management Guideline is to provide direction on how to prepare a SBMP specifically for extraction activities within IRC jurisdiction that meet the relevant EA and DAF Sales Permit conditions.

The Department of Environment and Science (DES) SBMP guideline states the following.

The purpose of a SBMP is to demonstrate that persons carrying out environmentally relevant activities have in place a structured program that:

- sets the environmental objectives or standards to be achieved
- identifies the potential environmental harm which may occur from routine operations and establishes, and documents measures to avoid this harm as far as practicable
- identifies extraordinary factors (i.e. abnormal operation, emergencies) that may cause environmental harm and establishes and documents contingency plans to deal with these
- ensures all persons carrying out the activity are aware of the environmental risks, and are trained in the measures and contingency plans to deal with them
- implements monitoring of environmental performance to ensure the effectiveness of the measures and contingency plans
- assists the communication of environmental information throughout the organisation and to the administering authority
- provides for continual improvement.

The development and implementation of a SBMP is not intended to be onerous, but to be a proactive approach, tailored to the needs of the ERA and the site, that prevents environmental problems occurring.

Under DAF Sales Permit, Clause 25, the mandatory content to be included in a Site Based Management Plan (commonly known as Quarry Management Plan) includes the following:

- i. a description of your working plan for the gravel pit;
- ii. the layout of the gravel pit and the associated infrastructure;
- iii. the measures to be taken by you to minimise safety risks and adverse environmental impact resulting from your gravel pit operations;
- iv. the requirements and nature of your rehabilitation works and undertakings to be implemented for worked out areas;
- v. a description of the final landform to be prepared post rehabilitation; and
- vi. any other matters or requirements as required by the Chief Executive.

DESCRIPTION OF GRAVEL PIT AND EXTRACTION OPERATION

LOCATION

Describe the location of the gravel pit including:

- Pit Name & ID#
- Lot and plan details
- Tenure and land ownership
- Nearest road (if available, indicating entrance to pit chainage)
- Central and/or gravel pit boundary GPS points

OPERATION DETAILS

Provide reference to any approval, permit or licence that is applicable for the gravel pit.

Additional items to included:

- Average removal
- Material type
- Method of extraction e.g. dozer winning only, crushing and screening
- Special landholder requirements

SITE MAP

To included:

- Endorsed area under Sales Permit (if applicable)
- Edge coordinates
- Working direction
- Stockpiles
- Sediment ponds
- Exclusion zones (if applicable)
- Fencing, power and water lines

SAFETY MANAGEMENT

All operations of the pit are to be managed in accordance with Work Health and Safety Act 2011.

- All site personnel to be IRC inducted and received a site induction prior to working
- To follow all risk management the following documentation must be present:
 - SWMS
 - JSEA
 - Take 5's (Think ISAAC)
- All site personnel to be wearing correct and compliant PPE
- All machinery to be serviced and maintained in accordance with the manufacture's requirements

- All workers to be deemed competent in the operation of plant and equipment
- All equipment is safe for use and fit for purpose
- All incidents to be reported to supervisor and IRC Site Contract as soon as possible
- Must be a designated First Aid Officer on site
- Workers aware of who to contact in an emergency and are aware of the correct location in the event of an emergency
- Visitor sign in book and information sheet

Regular prestart meetings are conducted

ENVIRONMENTAL MANAGEMENT

The SBMP is to include a summary of the individual onsite and adjacent environmental values and sensitive receptors that may be impacted by the gravel pit and requires specific management.

CULTURAL HERITAGE

Provide reference to traditional owners and details of cultural assessment surveys including identified exclusion zones.

Where extraction activities are proposed in an area which has previously been subject to Significant Ground Disturbance (Category 4) it is generally unlikely that the activity will harm cultural heritage and the activity will comply with Duty of Care Guidelines. It is reasonable and practicable that the activity proceeds without further cultural heritage assessment.

Where extraction is proposed in causing additional surface disturbance (Category 5) e.g. advancing horizontally in pit, there is generally a high risk that it could harm cultural heritage. In these circumstances, the activity should not proceed without cultural heritage assessment.

REHABILITATION

Rehabilitation encompasses any measures taken to repair disturbed or degraded land and return it to a stable and non-polluting state; suited to the proposed future use of the land. Most of the rehabilitation should take place during the working phase. IRC must ensure that progressive rehabilitation of disturbed land is carried out as soon as possible.

The SBMP is to include the working method of the pit including erosion prevention and final use of sediment ponds.

Key items include:

- Site must be left neat and tidy with any isolated holes or mounds outside of stockpiles filled in/pushed over
- Slopes are to be benched to 1:3
- Slow down surface runoff with diversion drains, contour banks or rock placements
- Revegetation by laying out stockpiled topsoil

APPENDIX A – Template Form – Site Specific Management Plan

SITE SPECIFIC MANAGEMENT PLAN

[NAME] PIT

DESCRIPTION OF GRAVEL PIT AND EXTRACTION OPERATION

| PERMITTEE DETAILS | | | | |
|---------------------------------------|---|-------------|--------------|-------------|
| Name: | Isaac Regional Council | | | |
| ABN: | 39 274 142 600 | | | |
| Address for Notices: | Delivery: Batchelor Parade Moranbah Qld Post: PO Box 97 Moranbah Qld 4744 Email: records@isaac.qld.gov.au | | | |
| Site Contact | Nadine Cluff – Coordinator Natural Resources Phone: 0409 540 300 Email: nadine.cluff@isaac.qld.gov.au | | | |
| GRAVEL PIT LOCATION DETAILS | | | | |
| Pit Name & ID# | | | | |
| Lot on Plan | | | | |
| Centre Coordinates | | | | |
| Area (m2) | | | | |
| Tenure | | | | |
| Nearest Road | | | | |
| Landholder | Name: Phone: Email: Postal: | | | |
| GRAVEL PIT OPERATION DETAILS | | | | |
| Sales Permit # | | | EA Permit # | |
| Supply Zone/ Endorsed Area | Edge Point # | Coordinates | Edge Point # | Coordinates |
| | 1 | | 3 | |
| | 2 | | 4 | |
| Average Removal m3 | | | | |
| Material Type | Ridge (QMGS) | | | |
| Method of extraction | Dozer to rip and push gravel. Excavator to load through crushing and screening plant. Loader to stockpile. | | | |
| Special Landowner/holder Requirements | <ul style="list-style-type: none"> • Council and Contractors to fulfil the terms of property Biosecurity Plan – all plant and equipment to be weed free before entering site. All entering site need to sign “Sign-in Register”. • Remain within existing footprint – no expansion of area. | | | |

SITE MANAGEMENT

SAFETY MANAGEMENT

- All site personnel to be IRC inducted and received a site induction prior to working
- To follow all risk management the following documentation must be present:
 - SWMS
 - JSEA
 - Take 5's (Think ISAAC)
- All site personnel to be wearing correct and compliant PPE
- All machinery to be serviced and maintained in accordance with the manufacture's requirements
- All workers to be deemed competent in the operation of plant and equipment
- All equipment is safe for use and fit for purpose
- All incidents to be reported to supervisor and IRC Site Contract as soon as possible
- Must be a designated First Aid Officer on site
- Workers aware of who to contact in an emergency and are aware of the correct location in the event of an emergency
- Visitor sign in book and information sheet
- Regular prestart meetings are conducted



Required on site

- First Aid Kit
- Designated First Aid Officer
- Fire extinguishers
- Spill kit and relevant safety data sheets
- Site signage – entrance with UHF channel, designated visitor parking

ENVIRONMENTAL MANAGEMENT

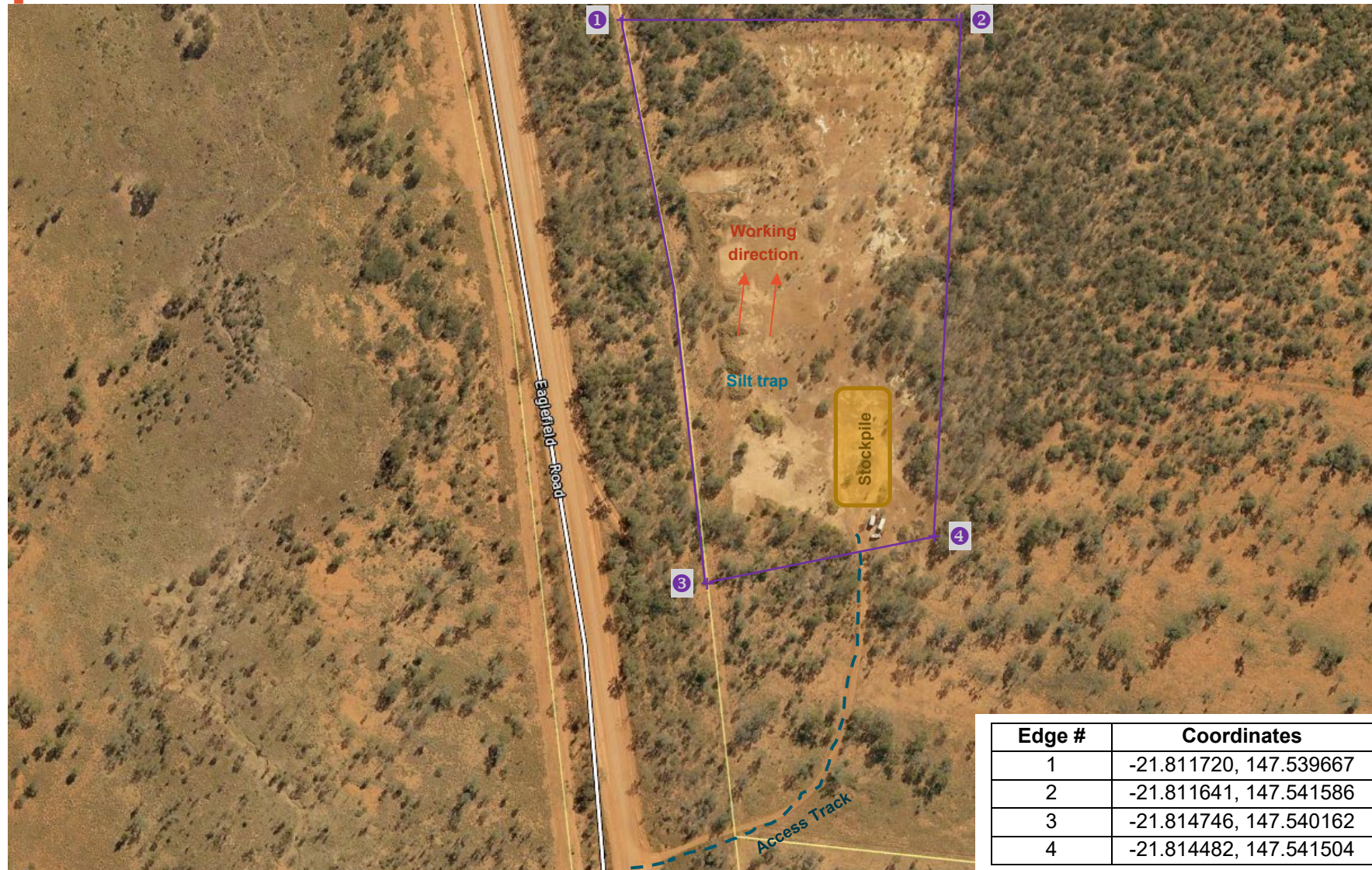
Refer to Overarching Gravel Pit Management Plan for full details.

Council and contractors shall be aware that all operations must be carried out with an awareness of and compliance with the 'General environmental duty' as defined under the Environmental Protection Act 1994. In summary, this means that all reasonable and practicable measures must be taken to prevent and/or to minimise the likelihood of environmental harm being caused in carrying all activities.

| | |
|-----------------------------|--|
| Waterways & Erosion Control | A stormwater sediment ponds will be established from the working pit areas. Water stored in the sediment ponds can be re-use around site or road maintenance activities. Landholder may also utilise for stock watering |
| Noise & Air | Normal hours of operation will be Monday to Saturday 7am – 7pm. Nearest place of residence is within Corrective actions will depend upon the issue and may include plant/machinery maintenance, modifying work practices or modifying hours. |
| Flora and Fauna | No clearing or disturbing areas outside of the resource boundary. In the event of wildlife being injured due to the extraction activities the Coordinator Natural Resources must be immediately notified. Current working area is coded |

| ENVIRONMENTAL MANAGEMENT cont. | |
|---|---|
| Biosecurity | <p>Refer to IRC Biosecurity Plan for guidance on weeds of significance to region.</p> <p>Potential species to this area includes:</p> <p>Vehicles are only to travel into the site via the identified access track and once in the site, must only travel on already disturbed areas within the pit area.</p> |
| Waste, Chemical Storage & Disposal | <p>All general waste, oils, fuels, and chemicals generated will be removed from site on departure. No waste is to be buried or burned onsite.</p> <p>Minimal chemical storage permitted however fuelling or maintenance activities are permitted within cleared pit area.</p> |
| Cultural Heritage | <p>Traditional Owners:</p> <p>Cultural heritage has been determined to be low risk and there are no known Aboriginal cultural heritage sites or areas at site or in the immediate vicinity. Works will remain within footprint of existing cleared area.</p> <p>Duty of Care to always remain.</p> |
| REHABILITATION | |
| <ul style="list-style-type: none"> • Prior to leaving the site after each use, all excavated areas are to be left in a neat and tidy condition with any isolated holes or mounds outside main stockpiled area filled in/pushed over and excavations benched or sloped to 1:3 • Rehabilitation of disturbed areas will take place progressively as works are staged. Extraction areas to remain in existing footprint with floor level dropped down with each future access. • Sediment ponds to be maintained as a dam • Refer to Overarching Gravel Pit Management Plan for full details | |

[NAME] PIT – SITE MAP



| Edge # | Coordinates |
|--------|------------------------|
| 1 | -21.811720, 147.539667 |
| 2 | -21.811641, 147.541586 |
| 3 | -21.814746, 147.540162 |
| 4 | -21.814482, 147.541504 |

| | | | |
|------------------------|--------------------|----------------|--|
| GP000??? | Lot and Plan # | Scale: 1: 3000 | Landowner Requirements: Remain within existing footprint. Sign in register – Biosecurity. Close entrance gate at the end of day |
| Isaac Regional Council | Tenure_Owners Name | | |

GRAVEL PIT MANAGEMENT PLANNING

PLANNING, APPROVAL & PERMIT REQUIREMENTS

Current as at 05.02.2020

Presented by **Engineering & Infrastructure**

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1.INTRODUCTION

1.1 PURPOSE OF THIS DOCUMENT

This document is to support the Isaac Regional Council (IRC) overarching Gravel Pit Management Plan and the Site Based Management Plan (SBMP) Guidelines. The purpose is to provide an overview of the planning/environmental approval and permitting requirements for gravel pits and the determination of when permits and approvals are triggered. It should be read in conjunction with the Overarching Gravel Pit Management Plan and/or SBMP Guidelines.

This document identifies the key legislative requirements for gravel pit operations, it is not an exhaustive list and should be reviewed when site details have been determined and/or site conditions change.

2. GENERAL DUTY REQUIREMENTS

2.1 ENVIRONMENTAL PROTECTION ACT 1994

2.1.1 General Environmental Duty

Section 319 of the *Environmental Protection Act 1994* (EP Act) states that every person has a general environmental duty (GED). This GED requires that a person must not carry out an activity that causes or is likely to cause environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. In deciding measures to be undertaken to fulfil the GED, the following must be considered:

- The nature of the harm or potential harm
- The sensitivity of the receiving environment
- The current state of technical knowledge for the activity
- The likelihood of successful application of the different measures that might be taken
- The financial implications of the different measures as they would relate to the type of activity.

Compliance with the GED is a defence to offences related to causing unlawful environmental harm. If defendants can show that the harm happened while a lawful activity apart from the EP Act was being carried out and they fulfilled their GED, then they cannot be found guilty of causing unlawful environmental harm.

2.1.2 Duty to Notify

Section 320 of the EP Act requires that on becoming aware of serious or material environmental harm being caused by an activity that they are involved in, a person has a duty to report that harm, unless the harm is authorised by the Administering Authority (i.e. is undertaken in accordance with an approval or condition of a permit/licence). This is the duty to notify environmental harm. Failure to fulfil this duty is an offence and can lead to prosecution.

2.1.3 Environmental Protection (Air) Policy 2008

The Environmental Protection (Air) Policy 2008 (EPP Air) is derived under the EP Act. The purpose of the policy is to meet the objectives of the EP Act through:

- Identifying environmental values (EVs) to be enhanced or protected
- Stating indicators and air quality objectives for enhancing or protecting the EV's
- Providing a framework for making consistent, equitable and informed decisions about the air quality environment.

2.1.4 Environmental Protection (Noise) Policy 2008

The EPP Noise is a policy derived under the EP Act. The purpose of the policy is to meet the objectives of the EP Act through:

- Identifying EVs to be enhanced or protected
- Stating acoustic quality objectives for enhancing or protecting the EVs
- Providing a framework for making consistent, equitable and informed decisions about the acoustic environment.

2.1.5 Environmental Protection (Water) Policy 2008

The purpose of the EPP (Water) as provided in the EP Act, which is “to protect Queensland’s waters while allowing for development that is ecologically sustainable”. The objectives are achieved through:

- Identifying EVs and management goals for Queensland waters
- Stating water quality guidelines and water quality objectives to enhance or protect the EVs
- Providing a framework for making consistent, equitable and informed decisions about Queensland waters
- Monitoring and reporting on the condition of Queensland waters.

2.2 BIOSECURITY ACT 2014

The General Biosecurity Obligation requires everyone to management biosecurity risks and threats under their control. IRC are required to implement pest management measures for their projects.

2.3 ABORIGINAL AND TORRES STRAIT ISLANDERS HERITAGE PROTECTION ACT 1984 (COMMONWEALTH) / ABORIGINAL CULTURAL HERITAGE ACT 2003 (QUEENSLAND)

All Aboriginal cultural heritage in Queensland is protected under the Queensland *Aboriginal Cultural Heritage Act 2003*. Under the legislation those responsible for carrying out an activity must take all reasonable and practical measures to ensure the activity does not harm Aboriginal cultural heritage. In general, if compliance with the Queensland *Aboriginal Cultural Heritage Act 2003* is achieved, a proponent will also have complied with the Commonwealth legislation.

The *Aboriginal Cultural Heritage Act 2003* Duty of Care Guidelines provide information for proponents, such as IRC, to implement their duty of care. The requirements depends upon the nature of the site and works proposed (e.g. a previously developed area versus an area where there has been no previous disturbance).

2.4 NATIVE TITLE ACT 1993 (COMMONWEALTH) / NATIVE TITLE (QUEENSLAND) ACT 1993

The *Native Title Act 1993* recognises the rights and interests over land and water claimed by Indigenous people in Australia under their traditional laws and customs. The National Native Title Tribunal was established to govern how native title is dealt with throughout Australia.

Notifications may be required where a gravel pit is proposed on land where native title has not been extinguished and a determination is in place.

3. PLANNING AND LOCAL GOVERNMENT

The *Planning Act 2016* sets out requirements for land use planning and development assessment matters in Queensland, including the process and implementation of local planning instruments by local governments, and the process in which development is assessed by state and local government entities.

There are currently three planning schemes regulating land use and development within the IRC area. These are comprised of the Belyando Shire Planning Scheme, the Broadsound Shire Council Planning Scheme and the Nebo Shire Plan 2008.

A draft planning scheme which covers the entire IRC area is currently being prepared. Public exhibition of the planning scheme occurred in 2018, with subsequent studies and amendments having been undertaken. Further exhibition of the scheme will occur in mid-2020, with adoption to occur in late 2020 or early 2021.

3.1 STATE PLANNING POLICY

The State Planning Policy (SPP) defines specific matters that are of state interest. Mining and extractive resources are addressed within the Economic Growth State Interest SPP. The State Interest guideline for Mining and Extractive Resources (April 2016) provides economic guidance on balancing the state interest surrounding growing the economic capacity of the state through mining and extractive resources and protecting the environment from incompatible uses.

The Economic Growth SPP highlights the importance of mining and extractive resources in Queensland and provides guidance on how the state interests can be appropriately integrated into local planning schemes. The State Interest primarily relates to ensuring existing and planned extractive use areas are protected from the encroachment of urban development and are located appropriately within the Local Government Area.

As the current planning schemes (Belyando, Broadsound and Nebo) have not integrated the 2017 SPP, any development applications submitted under these schemes would require assessment against the relevant State Development Assessment Provisions (SDAP) Codes and the SPP.

3.2 ASSESSABLE DEVELOPMENT – OPERATIONAL WORKS (EXCAVATION AND FILLING)

The *Planning Act 2016* defines operational work as:

“work, other than building work or plumbing or drainage work, in, on, over or under premises that materially affects premises or the use of premises.”

For the purpose of this review operational works is in relation to excavation and filling as defined within the relevant planning schemes.

Under Schedule 6 Part 3 of the Planning Regulation 2017 operational work that is ‘carried out by or for a public centre entity (e.g. IRC) authorised under state Law (*Local Government Act 2009*) to carry out the work’ is development that the local planning scheme is prohibited as stating is assessable development.

Therefore, operational works associated with public sector operated gravel pits purposed to supply materials for the maintenance of Council infrastructure (roads) is not assessable development.

Note, other operational work permits may apply (refer to Section 4).

3.3 ASSESSABLE DEVELOPMENT – MATERIAL CHANGE OF USE

Extractive industry is defined under the Planning Regulation 2017 and IRC Planning Schemes as:

“the use of premises for—

- a. extracting or processing extractive resources; and*
- b. any related activities, including, for example, transporting the resources to market.”*

The current and proposed gravel pits would meet the definition of an 'extractive industry'. Furthermore, material change of use is defined under the *Planning Act 2017* as:

“any of the following that a regulation made under section 284(2)(a) does not prescribe to be minor change of use—

- a. the start of a new use of the premises;*
- b. the re-establishment on the premises of a use that has been abandoned;*
- c. a material increase in the intensity or scale of the use of the premises.”*

3.3.1 Belyando Shire Planning Scheme

The Belyando Shire Planning Scheme was adopted in January 2009 and covers area within the former Belyando Shire Area. The rural zone is the only area which accommodates for the establishment of extractive industrial uses. Under the table of assessment extractive industry is subject to Impact Assessment.

The proposed use would be subject to assessment against the relevant zone code and overlay codes. The rural zone assessment provisions specify design requirements for extractive industrial uses including amenity impact mitigation, environmental quality control and the protection of people and property.

3.3.2 Broadsound Shire Planning Scheme

The rural zone is again the only area which accommodates for extractive industry. Extractive industry within the Broadsound Shire Planning Scheme area is subject to Code Assessment where involving 4,500 tonnes a year or less and not in an urban preferred use area and subject to Impact Assessment where not satisfying the requirements for code assessment.

Assessment within the Broadsound Shire Area is delivered under the Broadsound Development Code which covers all material change of use applications. The development code is supportive of the continued use of gravel pits and quarries in the area. A new gravel pit under this scheme would still need to provide specialist information regarding environmental impact.

3.3.3 Nebo Shire Plan 2008

The rural zone provides for extractive industry within the local plan area as a consistent use. Extractive industrial uses are subject to Impact Assessment within the zone, the corresponding assessment criteria is the rural locality code and the industrial uses code, both of which have specific design criteria for extractive industrial uses. The specific requirements relate to public safety, impacts of necessary infrastructure and rehabilitation of the site following the completion of its use.

3.3.4 Draft Isaac Regional Planning Scheme

Temporary Uses under the Planning Scheme

The Draft Isaac Regional Planning Scheme (planning scheme) provides the following in section 1.7.1 regarding temporary uses that are not assessable under the planning scheme:

‘Council may determine that a temporary use that is unlikely to create a significant detrimental impact on the amenity of nearby land is not a material change of use of premises and is therefore not development as defined under the Act. Such activities include, but are not necessarily limited to, the following:

- a. school fetes*
- b. travelling circuses*
- c. promotional activities*

d. activities undertaken by a local government associated with infrastructure construction and maintenance'

The interpretation of this clause is up to the discretion of Isaac Regional Council, however a Council gravel pit purposed to provide materials used in Council infrastructure is generally consistent with the intent of the clause.

Advice sought regarding the application of this clause has indicated that uses up to 12 or more months would be acceptable to operate under the clause, however any uses that are required on an ongoing basis beyond this period would require lodgement of a development application for a material change of use.

Strategic Framework

The strategic framework details that extractive industry operations occurring within key resource areas or in rural areas where environmental and infrastructure impacts can be avoided or mitigated. The rural zone covers the bulk of the regional area and the probability of an existing gravel pit being located within the rural zone is highly likely. The only zone supporting the establishment of extractive industry is the rural zone, which details the establishment of extractive industry use in the zone as impact assessable in all instances.

The key assessment pieces are:

- Strategic Framework
- Rural Zone Code
- Extractive Industry Code
- Applicable Overlays.

The intent of the rural zone relating to extractive industry states:

“renewable energy facilities and extractive industries:

- a. mitigate impacts on the environment and adjoining land uses;*
- b. do not degrade Class A and B agricultural land; and*
- c. rehabilitate sites upon completion of activities.”*

As per the above, the primary compliance items relating to extractive industries are to minimise the impact of the use on the environment and surrounding sensitive uses, the protection of quality agricultural land and the rehabilitation of sites following decommissioning. The Rural Zone Code details what this requires, through items included within the amenity sub-heading (PO3-PO6). This includes separation distances, impact of rural and residential landscape and safety to people and property.

Regarding overlays, if a site is located within the extractive resources and minerals overlay code, it is provided with protection from incompatible land uses. Given that there are a number of coal mining operations in the area, it is more than likely that the majority of sites located within the extractive resources and minerals overlay are for ongoing coal mining operations. Regardless of this, the overlay does not change the level of assessment. Constraining overlays will affect the establishment of the use as per a regular development application.

Further guidance is provided in the Extractive Industry Code. The purpose of the extractive industry code is to:

- a. “Facilitate the optimum use of extractive resources in identified areas in the region limited to the Extractive resources and minerals overlay area and parts of the Rural zone;*
- b. ensure extractive industry operations occur in a manner that minimises impacts on public safety, amenity, the natural environment, road traffic and the road network; and*
- c. ensures rehabilitation occurs following extraction.”*

For the establishment of new extractive industry, specific codes are in place to ensure appropriate visual screening is provided and the development does not impact upon nearby sensitive uses.

3.3.5 Approval Pathways

Overview

With the draft Isaac Regional Planning Scheme still being assessed by the State, any proposals planned for application in the immediate future will have to apply under the relevant shire planning scheme.

The draft planning scheme facilitates the exempt establishment of a temporary gravel pit for the purpose of maintenance of Council infrastructure. The majority of the Council gravel pits could be categorised as temporary and would therefore not require assessment against the planning scheme. Additionally, as previously advised, Operational Work for excavation or filling will not require assessment against a planning scheme.

Works of a more permanent nature, or that require an Environmental Authority or additional environmental licences, would likely be not considered temporary, and therefore would be subject to an Impact Assessable MCU application with Council.

Impact Assessment Pathway

Where the gravel pit has triggered impact assessment, IRC would be Assessment Manager in accordance with the *Planning Act 2016* and the *Planning Regulation 2017*. The site is to be reviewed to determine if there are any referral triggers under the *Planning Regulation 2017* (Schedule 10). Guidance is provided in Section 4 of this document and mapping is provided by the DSDMIP¹. There are two pathways as discussed below:

No Referral Triggers

1. Develop application including Planning Report to cover:
 - a. Details about the gravel pit
 - b. Assessment against the Planning Scheme (relevant codes, overlays, etc.)
 - c. Assessment against the SPP (unless the IRC Planning Scheme is in effect).
2. IRC (applicant) to submit the application to IRC (Assessment Manager/Planning Department)
3. IRC (applicant) undertakes public notification
4. IRC (Assessment Manager) to consider submissions and issue decision notice.

Includes Referral Triggers

Common referral triggers for gravel pits include (but are not limited to):


- Clearing native vegetation
- State-controlled transport infrastructure
- Environmentally Relevant Activities (ERA).

Where a referral has been triggered the State Assessment and Referral Agency acts as the referral body. The general process is as follows:

1. Develop application including Planning Report to cover:
 - a. Details about the gravel pit

¹ DSDMIP Development Assessment Mapping System available at:

<https://dams.dsdp.esriaustraliaonline.com.au/damappingsystem/?accordions=SARA%20DA%20Mapping>

- 
- b. Assessment against the Planning Scheme (relevant codes, overlays, etc.)
 - c. Assessment against the SPP (unless the IRC Planning Scheme is in effect)
 - d. Assessment against the relevant SDAP State Codes
2. IRC (applicant) to submit the application to IRC (Assessment Manager / planning department)
 3. IRC (applicant) to refer the applicant to SARA
 4. IRC (applicant) undertakes public notification
 5. IRC (Assessment Manager) to consider submissions and issue decision notice.

4. APPROVAL AND PERMIT TRIGGERS

4.1 FORESTRY ACT 1959

Under the provisions of the *Forestry Act 1959* Department of Agriculture and Fisheries (DAF) sell quarry material from land where such material has been reserved to the State, including State forests, timber reserves, forest entitlement areas and State plantation forests. It also includes certain roads, leasehold land and freehold land. Table 1 provides a summary for certain extraction activities that council may undertake and when a Sales Permit may be triggered.

Consultation with DAF is recommended to confirm specific Forestry Act permits and approvals.

Table 1: Sales Permit Triggers

| | TO BE USED BY COUNCIL | TO BE SUPPLIED OR SOLD TO A THIRD PARTY | TO BE SUPPLIED TO DEPARTMENT OF TRANSPORT AND MAIN ROADS OR ANOTHER COUNCIL FOR ROAD MAINTENANCE TENDERS |
|---|-----------------------|---|--|
| FREEHOLD LAND WHERE OWNERSHIP OF QUARRY MATERIAL IS THE STATE | Sales Permit required | Sales Permit required | Sales Permit required |
| FREEHOLD LAND WHERE OWNERSHIP OF QUARRY MATERIAL IS NOT THE STATE | *Not applicable | *Not applicable | *Not applicable |
| RESERVE FOR WHICH COUNCIL IS TRUSTEE | *Not applicable | Sales Permit required | Sales Permit required |
| STATE-CONTROLLED ROAD RESERVE | *Not applicable | *Not applicable | *Not applicable |
| STATE LEASEHOLD LAND | Sales Permit required | Sales Permit required | Sales Permit required |
| OTHER STATE LAND (INCLUDING FOREST RESERVE OR ENTITLEMENT AREA) | Sales Permit required | Sales Permit required | Sales Permit required |

*"Not applicable" is only applicable if Council uses the quarry material for purposes consistent with the *Local Government Act 2009*

A Site Based Management Plan must be prepared for each site under the Sales Permit. It is not intended to be onerous, but to be a proactive approach, tailored to the needs of the ERA and site, that prevents environmental problems occurring. It is also to include any other matters or requirements as required by the Landholder.

The mandatory content includes the following:

- i. a description of your working plan for the gravel pit;
- ii. the layout of the gravel pit and the associated infrastructure;
- iii. the measures to be taken by you to minimise safety risks and adverse environmental impact resulting from your gravel pit operations;

- iv. the requirements and nature of your rehabilitation works and undertakings to be implemented for worked out areas;
- v. a description of the final landform to be prepared post rehabilitation; and
- vi. any other matters or requirements as required by the Chief Executive.

4.2 COASTAL PROTECTION AND MANAGEMENT ACT 1992

The *Coastal Protection and Management Act 1992* has not been addressed as it is assumed that gravel pits are not within the Coastal Management District.

4.3 ENVIRONMENTAL PROTECTION ACT 1994

4.3.1 Environmental Protection Regulation 2008

The Environmental Protection Regulation identifies activities that are considered prescribed ERAs that require an Environmental Authority (EA) to operate ERA 16 related to extractive and screening activities. The following is an extract from the Regulation:

1. Extractive and screening activities consists of any of the following –
 - a. Dredging a total of 1,000 t or more of material from the bed of naturally occurring surface waters, in a year
 - b. Extracting, other than by dredging, a total of 5,000 t or more of material, in a year, from an area
 - c. Screening 5,000 t or more of material, in a year
2. The relevant activity does not include –
 - a. extracting material under an environmental authority for a resource activity; or
 - b. extracting material from a road reserve if –
 - i. the material is to be used for constructing or maintaining a road
 - ii. the surface area from which the material is extracted is less than 10,000 m²
 - c. extracting material from a place for constructing a road or railway at the place
 - d. extracting material from a place, other than by dredging, for constructing the foundations of a building at the place
 - e. extracting material for reshaping land if –
 - i. reshaping the land does not involve blasting
 - ii. the material is not removed from the site from which it is extracted
 - f. screening material on the site from which it has been extracted in the course of carrying out an activity mentioned in paragraphs (a) to (e).

If the gravel pit is classified as ERA 16, then an EA application is triggered with DES as the Assessment Manger. There are ERA standards applicable to:

- Extracting 5,000 to 100,000 t per year
- Screening 5,000 to 100,000 t per year
- Screening 100,000 to 1 million t per year
- Screening 1 million t per year.

If the ERA fits within one of the above classifications, meets the eligibility criteria and can be undertaken with the standard conditions, the application is a standard application.² However if those are not met, then a site specific application will be required which assesses aspects of air, water, noise, waste.

For all dredging activities and for excavation activities of volumes more than 100,000 t per year, the ERA is a concurrence ERA, where a material change of use under the Planning Scheme and *Planning Act 2016* is triggered.

4.3.2 Soil Disposal Permit

It is recommended that gravel pits are not established on land listed on either the Environment Management Register (EMR) or Contaminated Land Register (CLR).

4.4 FISHERIES ACT 1994

4.4.1 Waterway Barrier Works

Waterway barrier works may be initiated for the following:

- If gravel extraction is required from a mapped waterway, an operational works application will be required and environmental offsets may be applicable, this is not recommended
- For access across a mapped waterway the design, construction and use is to either:
 - i. Meet the DAF Accepted development requirements for operational work that is constructing or raising waterway barrier works³
 - ii. Under a development permit for operational works, under this circumstance IRC are to obtain advice from a suitably qualified person/consultant.

4.4.2 Marine Plants

Marine plants only apply to coastal and tidal environments. It is recommended that disturbance will not be undertaken as part of gravel pit operations. If marine plant disturbance is required, IRC are to consult with a suitably qualified person/consultant.

4.4.3 Fish Habitat Areas

Designated fish habitat areas (within certain waterway areas) are to be avoided. Gravel extraction would generally not be supported.

4.5 NATURE CONSERVATION ACT 1992

4.5.1 Protected Plants

If the gravel pit is within a high risk area for protected plants, or if a protected plant is identified at any stage as being within 100 m of the gravel pit, IRC are to engage a suitably qualified person in accordance with the DES Flora Survey

² Refer to the ERA Standards available via Business Queensland at: <https://www.business.qld.gov.au/running-business/environment/licences-permits/applying/activities-suitable>

³ DAF Accepted development requirements available at: <https://www.daf.qld.gov.au/business-priorities/fisheries/habitats/fisheries-development/accepted-development>

Guidelines⁴. If a protected plant is found, a clearing permit is required, if no protected plants are found an exemption notification is required.

4.5.2 Protected Fauna

It has been assumed that protected fauna (i.e. endangered, vulnerable, near threatened) will not be directly impacted. If there is potential for impact, IRC are to engage a suitably qualified person/consultant to provide advice on protected fauna, where needed.

4.5.3 Fauna and Animal Breeding Places

Under the Act all native fauna species are protected and can only be disturbed by a suitably licensed person and under a relevant permit. At a minimum, where sites require vegetation clearing that has the potential for animal breeding places (such as bird nests), IRC will be required to obtain a Species Management Program and/or Damage Mitigation Permit. IRC should engage a suitably qualified person/consultant to provide site specific advice where a risk is identified.

4.6 REGIONAL PLANNING INTERESTS ACT 2014

The *Regional Planning Interests Act 2014* applies to resource activities and identified regulated activities. Gravel pits are currently not identified as either, and as such the Act does not apply.

4.7 TRANSPORT INFRASTRUCTURE ACT 1994

Permits and/or wayleaves are likely triggered where gravel pits are within, adjacent or require access from/over state-controlled roads or railway lines (further information is within the Planning Regulation 2017). The applicability is specific to the circumstance, as such if there is potential for a trigger, IRC are to consult with the Department of Transport and Main Roads and/or a suitably qualified person/consultant.

4.8 VEGETATION MANAGEMENT ACT 1999

If vegetation clearing is required, the following apply. It is recommended IRC seek site specific advice.

4.8.1 Exempt Clearing Work

Under Schedule 21 of the Planning Regulation 2017, the following are activities (as they may apply to gravel pits) that are considered exempt clearing work:

- An activity authorised under the Forestry Act
- Land stated within the Forestry Act (section 55(1)(b, c or d)) that is for accessing material for road works under the Transport Infrastructure Act
- Clearing vegetation where the infrastructure is government supported transport infrastructure
- Clearing land that is a Category X area
- Clearing within land dedicated as a road under the Land Act is carried out by a local government if clearing is for road transport and is a Category X or R area.

⁴ DES Protected plants information is available at: <https://www.ehp.qld.gov.au/licences-permits/plants-animals/protected-plants/index.html>

4.8.2 Accepted Development Vegetation Clearing Code

The codes are currently under review by the Department of Natural Resources, Mines and Energy (DNRME). The current code for extractive activities includes criteria and conditions for clearing Category B vegetation (that is not essential habitat) without the need for an approval⁵. Where Category B vegetation is to be cleared, the code is to be reviewed to determine if it is applicable to the site.

4.8.3 Operational Works Permit

If the clearing is neither exempt nor accepted, an operational works permit will be required. Extractive activities are defined under the Act as a 'relevant purpose' and as such a development permit is able to be granted if the SDAP are adequately addressed. Note that clearing of essential habitat, of concern or endangered regional ecosystems require assessment against the *Environmental Offsets Act 2014*. IRC should engage a suitably qualified person/consultant to provide site specific assessment/applications.

4.9 WATER ACT 2000

If work (extraction, filling, vegetation clearing) is required within a watercourse, the riverine protection permit requirements are to be reviewed. Works may be able to be undertaken in accordance with the DNRME Riverine Protection Permit Exemption Requirements, if not, a Riverine Protection Permit will be required⁶.

Additional permits or licences, such as the take of water, may also be triggered. Site specific review should be undertaken if watercourses are to be impacted.

⁵ DNRME Codes are available at: <https://www.qld.gov.au/environment/land/vegetation/codes>

⁶ Available via Business Queensland at: <https://www.business.qld.gov.au/industries/mining-energy-water/water/authorisations/riverine-protection>

| | |
|------------------------|--|
| MEETING DETAILS | Engineering and Infrastructure Standing Committee Meeting Wednesday 12 February 2020 |
| AUTHOR | Sean Robinson |
| AUTHOR POSITION | Manager Galilee and Bowen Basin Operations |

CONFIDENTIAL

Closed under s275 (1) (b) industrial matters affecting employees

5.3 GALILEE AND BOWEN BASIN OPERATIONS - DEPARTMENT STRUCTURE

EXECUTIVE SUMMARY

The report seeks to gain endorsement of the proposed departmental structure for the Galilee and Bowen Basin Operations (GBBO) Department.

OFFICER'S RECOMMENDATION

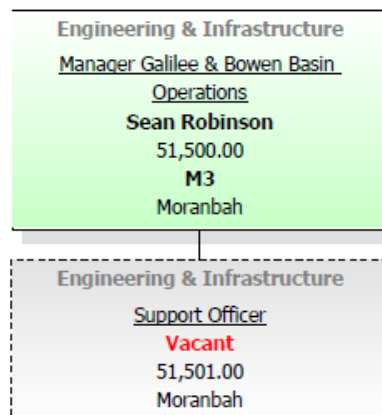
That the Committee recommend that Council:

- 1. Approve the amendment to the Organisational Structure for the Galilee and Bowen Basin Operations Department in accordance with Section 196 of the Local Government Act 2009.***

BACKGROUND

The intent of the Galilee and Bowen Basin Operations (GBBO) Department is to principally coordinate the impact and undertake mitigation measures associated with the resource sector and routine operations across the organisation. Further, the role provides to ensure that Council offers an effective Road and Transport network that meets the needs of key economic and industry requirements. This is achieved through the delivery of obligations as defined under various agreements between Council and Proponents.

The Department is growing its capacity through the recruitment of the existing vacant Support Officer position, this role will provide for support in the tracking and management of existing obligations. Through the implementation of standardised template type agreements, a benefit in reducing the cost incurred through external legal services is already being realised. The current is provided below;



The current structure will provide adequately as currently known for the administrative requirements and legal (with external support) in the undertaking of the existing agreements and negotiation of upcoming agreements. As more agreements become apparent and new proponents present to Council, it is becoming evident that there is an identified resourcing gap in the provision for the delivery of obligations including

- Asset condition assessments
- Routine inspections
- Scheduling and procurement of works – Operational and Capital
- Supervision of works
- Quality and compliance control

Current Operations

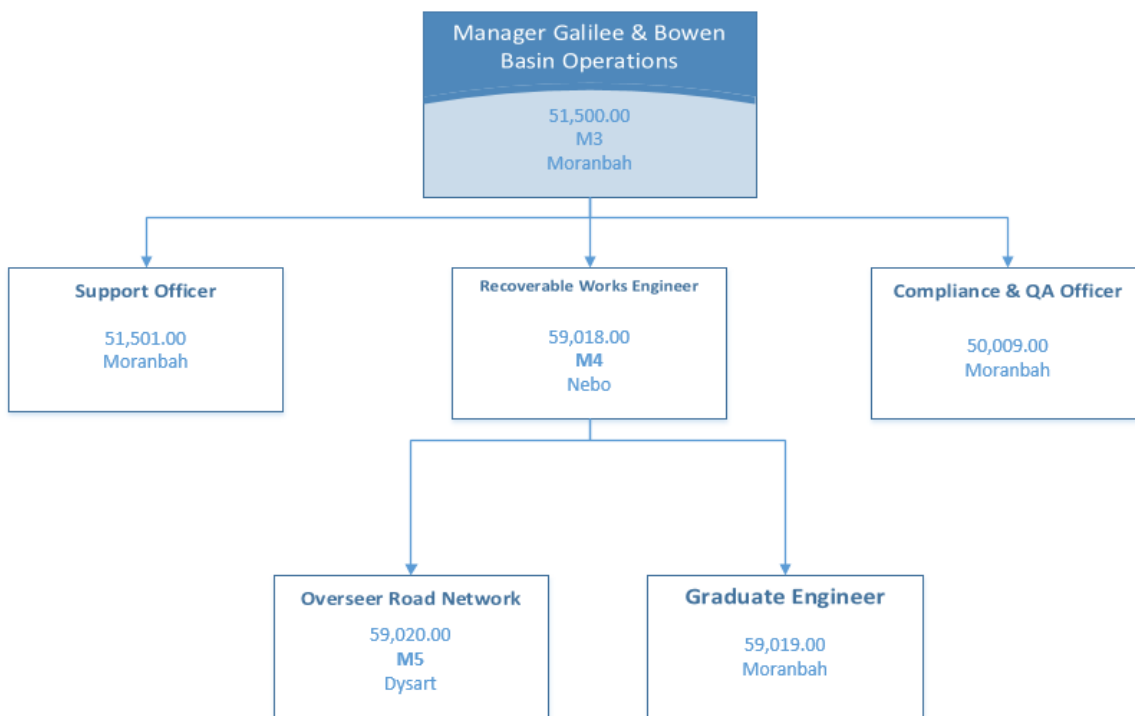
Currently obligations are being missed or being significantly delayed due to the availability of existing resources within GBBO and Infrastructure Parks and Recreation (IPR) resources. As milestones within an agreement are identified, if there is existing capacity within the IPR management team (overseers and team leaders) the request is provided to the relevant area to undertake the appropriate action. Due to existing pressures in the delivery of the IPR Operational and Capital Budget, delays have been identified in the undertaking of the obligations through this mechanism.

On specific Projects (Carmichael Mine and Rail), procurement has been undertaken to provide for the senior technical staff and the infield staff at the expense of the proponents. While this is providing suitable coverage, it is limited to the identified scope/project and does not easily allow reaction to change in developments.

Options Considered

- a. Provide additional Full Time Equivalent Positions (FTE's) – to provide the adequate level of resourcing currently required, new FTE's may be incorporated within the current structure to provide for the technical and field infield requirements. This would provide advantage in ensuring that existing operations see minimal impact in the routine operations as a result of fluctuations in the resource sector, however due to fluctuations in the sector, this option provides risk in that should a down turn occur, these officers will be out of work.

- b. Utilise existing FTE's under an amended Engineering and Infrastructure Organisation Structure – The proposal will see the Recoverable Works Engineer, Graduate Engineer and Road Network Overseer (Recoverable Works Team) change from reporting within the Infrastructure Planning and Technical Services (IPTS) and the Compliance and QA Officer change from reporting direct to the Director Engineering and Infrastructure. Consistent with the Engineering and Infrastructure Transition Plan with 3 (three) direct reports to M3 managers, the proposed structure has been presented below;



The current function of the Recoverable Works Team is the provision of Disaster Recovery and Resilience Works on the Local Road and Transport Network and coordinating and managing works on the State Controlled Road and Transport Network under an existing Routine Maintenance Performance Contract (RMPC) on behalf of the Department of Transport and Main Roads (DTMR). These functions may be considered as coordinating the recovery and undertaking mitigation measures to reduce the impact of disaster events on the Road and Transport Network, while providing for an efficient State Transport Network within the provisions of the existing Contractual Arrangement. It may be confirmed that the duties of the impacted employees will not change with the reporting line change.

Department Sustainability

RMPC

The 2019/2020 RMPC contract currently has a value of \$3.5M, to date Council has been able to secure an additional \$750,000 worth of Sole Invitee Contract works as additional works on the state-controlled network. The base value of the RMPC contract is expected to increase over the coming years.

The proposed structure will provide for the opportunity to leverage off of developing projects and gain further works in which will provide further cost recovery functions. It must be noted that within the 2018/19 Financial

year, Council was able to secure over \$4M in projects on the state-controlled network of which was cost recoverable for Council's indirect administration.

Disaster Recovery Funding Arrangements (DRFA)

Council is currently undergoing assessment for the activated event following tropical Cyclone Trevor, the expected value for the event restoration is approximately \$15M. These works are expected to extend through to 2021. Further to activated events the department will continue to advocate and seek funding to continue to implement the Resilience – A Transport Network Consideration.

Proponent – Existing

The below provides details as to the known agreements excluding the Carmichael Mine

Anglo – Foxleigh – Monthly inspections are required on Barwon Park Road

BMA – Monthly inspections are required on Redhill Road

Peabody – North Goonyella – Routine inspections are required on Mabbin Road

BMA – Peak Downs Mine – Routine inspections required in the vicinity of the mine overpass

Peabody Moorvale South – Construction of Haul road cross over Daunia Road

Peabody – Coppabella – Construction of water pipeline cross overs to Millennium Mine (2020-2021)

Jellinbah – Lake Vermont – Routine Inspections

QCoal – Byerwen – Monthly Inspections Wollombi Road

Adani Carmichael project – Routine inspections following completion of Stage 2 works (2022 – life of mine)

Where inspections are identified the department will be responsible for coordinating and/or delivering the works identified as a result of the inspection with costs recoverable or partially recoverable dependant on the agreement from the proponent.

Proponent – New/Developing

Futura – Wilton/Fairhills – Notifiable Road Use – Routine inspections and oversight of Proponent delivered unsealed maintenance and Pave and Seal works (2021 – 2023). Monthly inspection ongoing following completion of upgrade works

Vitrinite – Vulcan – Notifiable Road Use – Coordination of Pavement Rehabilitation (2020-2021)

Vitrinite – Vulcan Project – Oversight for Realignment of Saraji Road/Rail spur construction – routine maintenance inspections (2022)

Whitehaven Winchester South – Unknown awaiting TIA

Pembroke – Olive Downs - Routine inspections and oversight of Proponent delivered unsealed maintenance and Pave and Seal works (2021 – 2025). Monthly inspection ongoing following completion of upgrade works

IMPLICATIONS

Due to the above identified projects, it is expected that each of the positions will retain some level of cost recovery as outlined below;

| Position | Proponent Works | DRFA | DTMR |
|----------------------------|-----------------|------|------|
| Support Officer | 60% | 0% | 0% |
| Recoverable Works Engineer | 15% | 60% | 25% |
| Overseer Road Network | 20% | 20% | 60% |
| Graduate Engineer | 10% | 60% | 30% |
| Compliance and QA Officer | 0% | 0% | 0% |

The balance of funding for the support officer is to be sourced from within the existing Engineering and Infrastructure operating budget.

Further to the above the following initiative are currently being investigated for further provide for the cost recovery in addition to the known availability

- Fees and Charges for route assessment for Oversize/Over-mass (OSOM) permit applications under the National Heavy Vehicle Regulation.
- AustRoads Trial Project – Road Access Agreements;
 - LGAQ are currently working with AustRoads in gaining an approval to undergo a project in which Road Access Agreements are made providing reimbursement to Council solely to mitigate the impact of OSOM vehicles outside the routine EIS/planning approvals. The intent will be that if successful, this project will be established for all OSOM movements where as currently these need to be captured under Road Infrastructure Agreements conditioned under the relevant Planning Act or State Development Act. Isaac Regional Council has been identified to be one of the trial councils in the development and implementation of the project.

These two items will provide for the additional cost recovery for the Compliance and Quality Assurance Officer, while introducing additional recoverable works opportunities to further extend the sustainability of the department.

Should multiple projects commence concurrently, it may be required to engage the services of additional inspectors to provide infield services. The proposed structure however would eliminate the requirement for the engagement of a senior engineer (As current for the Carmichael Project) due to the coordination undertaken by the Road network Overseer and Recoverable Works Engineer. These inspectors would be fully recoverable against the specific project engaged.

CONSULTATION

- Impacted Officers
- Manager Infrastructure Planning and Technical Services
- Director Engineering and Infrastructure
- People and Performance

- Chief Executive Officer
- Joint Consultative Committee

BASIS FOR RECOMMENDATION

The proposed amended structure would provide enhanced strategic alignment for the GBBO department to provide for the protection and mitigation activities of the Local Controlled Road and Transport Assets from a wide variety of impacts (disaster and development), while ensuring that the overall network (Local and State Controlled – within the contractual arrangements) continue to be maintained and constructed to a standard that meets both community and industry current and future needs.

The proposed structure will provide for a reduced reliance on externally provided services with an increased capability in providing for internal growth and development.

ACTION ACCOUNTABILITY

Manager Galilee and Bowen Basin Operations to undertake the required procedural actions to undertake the structure amendments

KEY MESSAGES

Isaac will have effective and sustainable infrastructure that supports the needs of the region's communities and its economic sectors.

| | |
|---|--|
| <p>Report prepared by: SEAN ROBINSON Manager Galilee and Bowen Basin Operations Date: 14 January 2020</p> | <p>Report authorised by: PATRICK MOORE Director Engineering and Infrastructure Date: 20 January 2020</p> |
|---|--|

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

| | |
|------------------------|--|
| MEETING DETAILS | Engineering and Infrastructure Standing Committee Meeting Wednesday 12 February 2020 |
| AUTHOR | Patrick Moore |
| AUTHOR POSITION | Director Engineering and Infrastructure |

6.1

ENGINEERING AND INFRASTRUCTURE INFORMATION BULLETIN – FEBRUARY 2019

EXECUTIVE SUMMARY

The Engineering and Infrastructure Directorate Information Bulletin for February 2019 is provided for Committee review.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council to:

1. *Note the Engineering and Infrastructure Directorate Information Bulletin for February 2019.*

BACKGROUND

The attached Information Bulletin for February 2019 provides an operational update for Committee review on the Engineering and Infrastructure Directorate.

IMPLICATIONS

Any specific implications or risks will be outlined in the Information Bulletin.

CONSULTATION

Engineering and Infrastructure Directorate Staff

BASIS FOR RECOMMENDATION

This is an information only report.

ACTION ACCOUNTABILITY

Information only report.

KEY MESSAGES

Operational update to Elected Members.

Report prepared by:

PATRICK MOORE
Director Engineering and Infrastructure

Date: 4 February 2020

Report authorised by:

GARY STEVENSON PSM
Chief Executive Officer

Date: 4 February 2020

ATTACHMENTS

- Attachment 1 – Engineering and Infrastructure Directorate Information Bulletin – February 2019

REFERENCE DOCUMENT

- Nil

DATE: February 2020

ENGINEERING AND INFRASTRUCTURE

DIRECTORATE HIGHLIGHTS

In an effort to ensure the delivery of the Capital as well as the Operational and Maintenance programs, the Engineering and Infrastructure (E&I) team continue to review and monitor programs and plans. Such oversight enables not only construction productivity, cost efficiencies and project resources allocations but also acceptable and appropriate operational service delivery. The E&I Team have now completed the second quarter budget review process for Council's consideration.

January saw the teams back in full swing across the departments. The construction crew are now very close to completing their 10km section of the Pasha Road project with only the finishing touches such as roadside furniture remaining. The finished product constructed by this crew is second to none, with a great road shape, ride and positive drainage. Congratulations to this team for the work they have produced and the efficient and timely delivery. Well done!

This month (being my last month with Isaac Regional Council) I would like to make special mention to the entire directorate. Thank you for your contributions and diligence day in day out, your respect and trust in me and your willingness to continue to improve the operations of Council. It has been an absolute pleasure to lead this outstanding team, you made my job easy and I hope I was able to provide same to each and every one of the team. I believe the E&I Directorate has come a long way, particularly with respect to:

- Operational efficiencies and methodologies
- Strategy development and implementation
- Forward planning and strategic objectives
- Routine operational planning
- Leadership, accountability and ownership

These achievements would not have been possible without the team in place now. Further, I have no doubt this team will continue to deliver.

I would also like to acknowledge the E&I Standing Committee and Councillors for their trust and belief in my appointment and ability to undertake this role. This trust means a lot to me and is something I will remember for the rest of my career.

Thank you Isaac Regional Council, and all the very best and success for the future.

E&I OVERALL

PREVIOUS MONTH'S ACHIEVEMENTS:

- Construction of the \$16M Pasha Road Project and the Pasha Road Drainage Structures progresses well, and Browns Contractors have completed approximately 10km of new sealed road works. Drainage structures upgrades and construction is nearing completion.
- The IRC Construction team have all but completed the in-house delivery of the western 10km section for pave and seal upgrade works and have begun mobilisation to the McKenzie River – Capella Road project.
- The Parks and Recreation team continue to work relentlessly to keep our towns looking great and well maintained despite drought conditions.
- Resheeting works have progressed very well and remain ahead of schedule.
- Construction Resources continue to improve in compliance and numbers with respect to construction water and gravel.

PREVIOUS MONTH'S ISSUES:

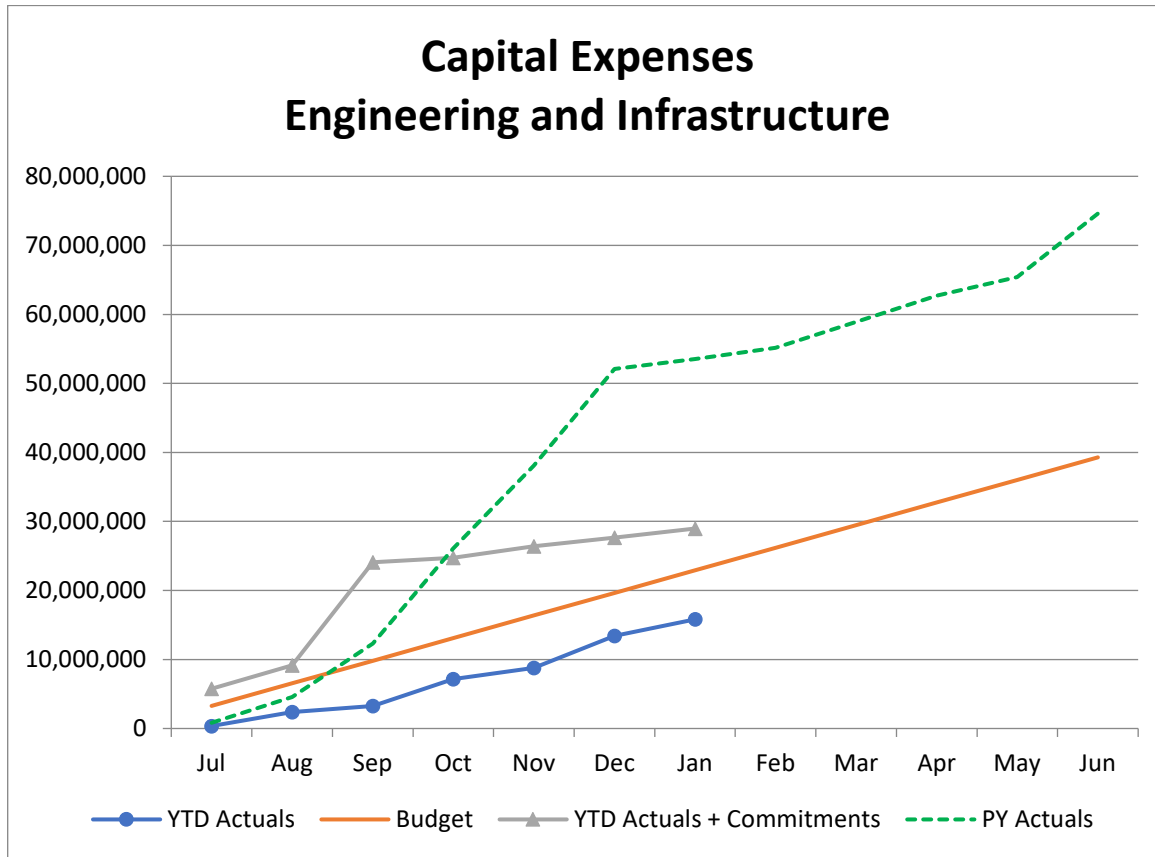
- Increased industry activity and influences on both staff retention and market rental prices.
- Treated effluent water dam levels in Moranbah are at a critical level (depleted) introducing severe restrictions for end users. Recent rain has alleviated to some degree.
- Regrettably some departments continue to struggle to fill position vacancies, some of which have been unfavorably vacant for quite a while, particularly in the Parks and Recreation domain.
- Continual extended periods of dry weather is increasing the pressure on both Infrastructure and Parks and Recreation operations.

FINANCIAL REPORT:

Capital

Capital expenditure YTD (including commitments) is:

| | |
|-------------------|---------------|
| YTD Actual | \$ 15,809,089 |
| YTD Commitments | \$ 13,160,722 |
| Total Expenditure | \$ 28,969,810 |
| YTD Budget | \$ 22,914,649 |
| Annual Budget | \$ 39,282,256 |

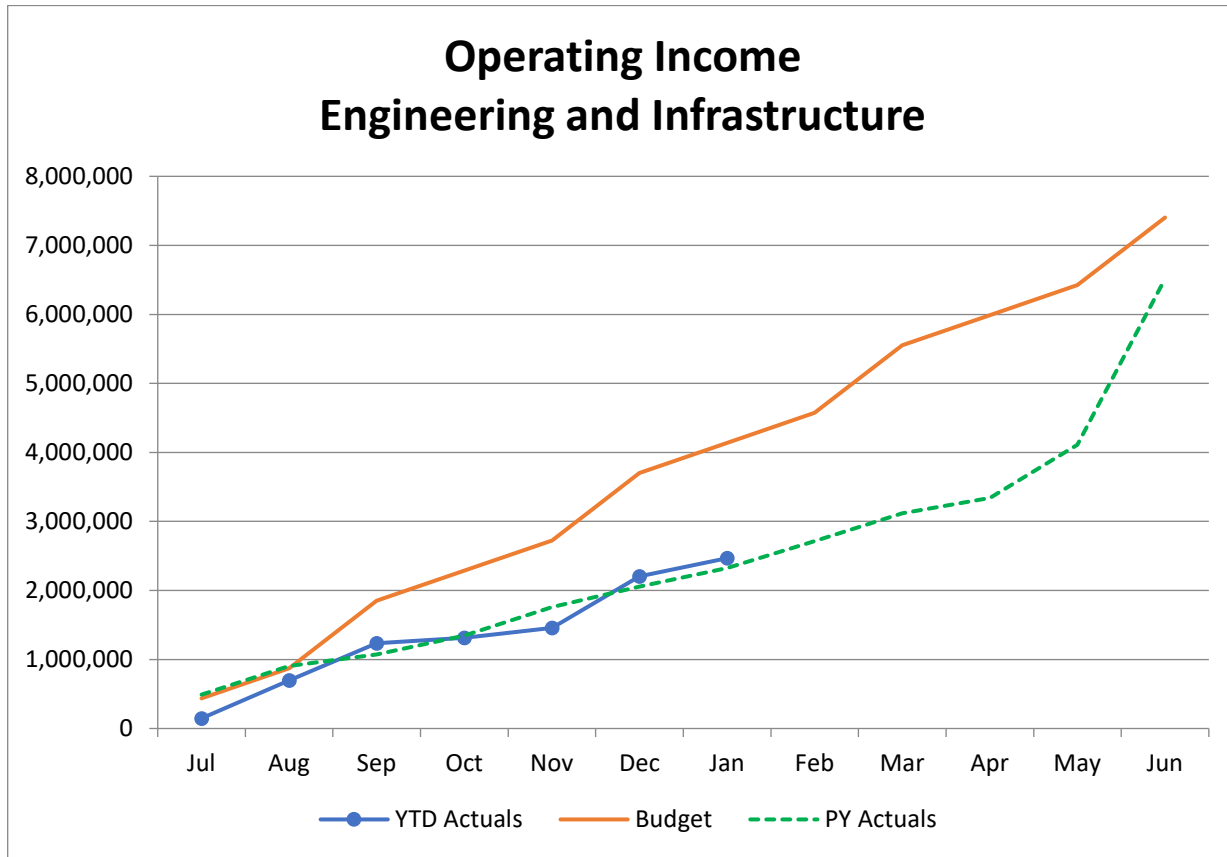


Operational

Revenue

E & I Directorate is currently showing an unfavourable variance for the month of January.

| | |
|---------------------------|--------------|
| YTD Income | \$ 2,467,487 |
| YTD Budgeted Income | \$ 4,138,116 |
| YTD Unfavourable Variance | \$ 1,670,629 |



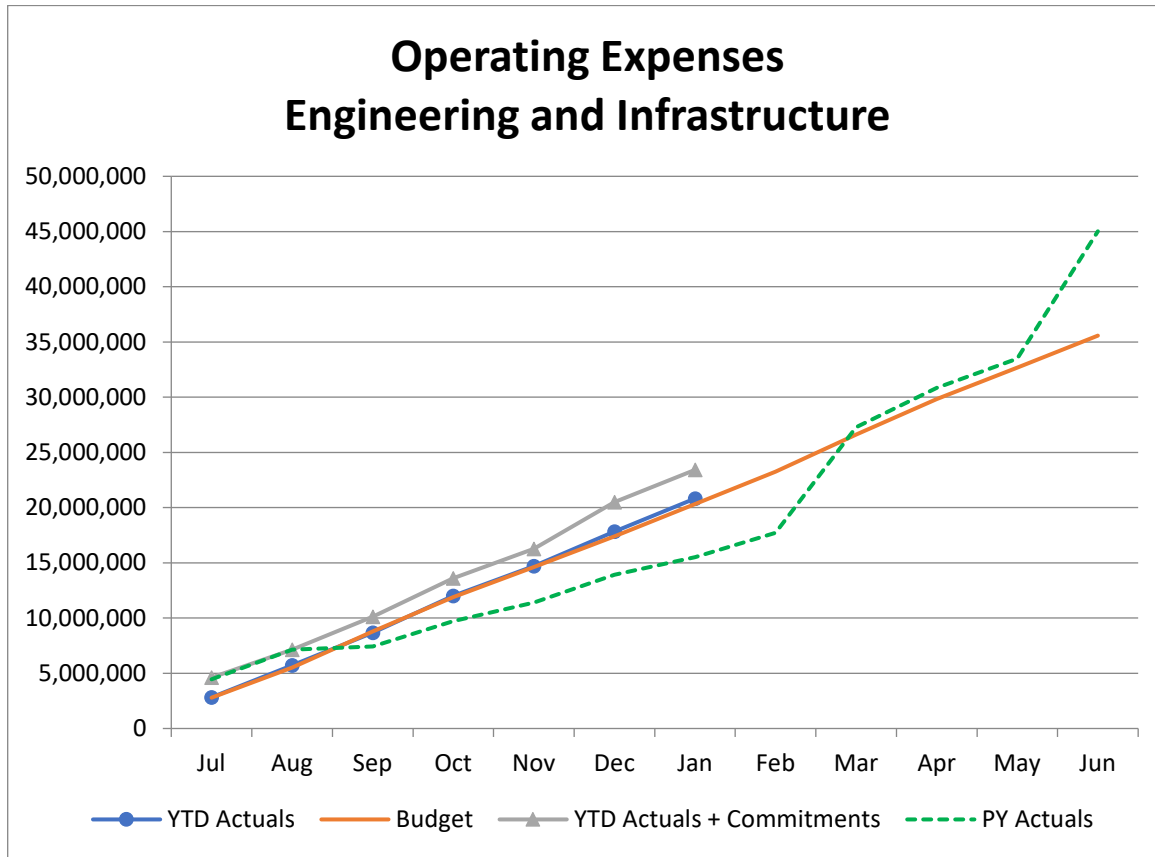
Expenses

Employee Expenses for the directorate are showing an unfavourable variance for the month of January.

| | |
|--------------------------------|--------------|
| YTD Employee Expenses | \$ 6,695,309 |
| YTD Budgeted Employee Expenses | \$ 6,689,040 |
| YTD Unfavourable Variance | \$ 6,269 |

Materials & Services for January are showing an unfavourable variance when comparing actuals to budget.

| | |
|---|--------------|
| YTD Material & Services | \$ 4,999,121 |
| YTD Material & Services Including Commitments | \$ 7,592,978 |
| YTD Budgeted Material & Services | \$ 4,501,288 |
| YTD Unfavourable Variance Excluding Commitments | \$ 497,833 |
| YTD Unfavourable Variance Including Commitments | \$ 3,091,690 |



Please note the above graph includes depreciation and corporate overheads.

Director Engineering & Infrastructure

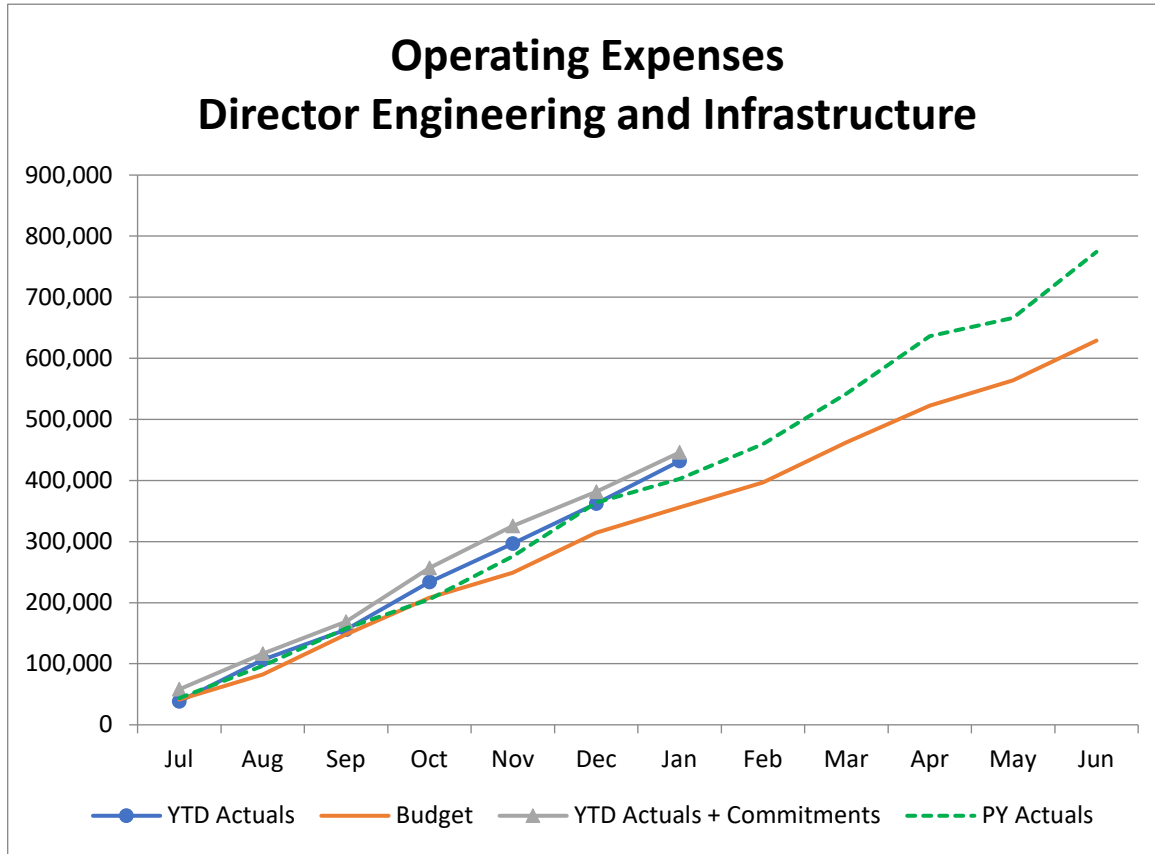
Please note that Bowin Basin and Galilee Operations has now been seperated from Director Engineering and Infrastructure Expenses.

Expenses

Employee Expenses YTD are showing a Unfavourable variance.

| | |
|--------------------------------|------------|
| YTD Employee Expenses | \$ 323,166 |
| YTD Budgeted Employee Expenses | \$ 275,679 |
| YTD Unfavourable Variance | \$ 47,487 |

| | |
|---|------------|
| YTD Material & Services | \$ 108,509 |
| YTD Material & Services Including Commitments | \$ 122,623 |
| YTD Budgeted Material & Services | \$ 80,085 |
| YTD Unfavourable Variance Excluding Commitments | \$ 28,424 |
| YTD Unfavourable Variance Including Commitments | \$ 42,538 |



Please note the above graph includes corporate overheads.

DEVIATION FROM BUDGET AND POLICY:

As identified in the below departmental breakdowns.

OPERATONAL PLAN / BUSINESS PLAN – EXCEPTION REPORTING

As identified in the below departmental breakdowns.

NEXT MONTH’S PROGRAM:

As identified in the below departmental breakdowns.

Organisation Development Plan or Capital Projects scheduled to commence during next month

As identified in the below departmental breakdowns.

DEVELOPING INITIATIVES / ISSUES:

Not Applicable

INFRASTRUCTURE

PREVIOUS MONTH'S ACHIEVEMENTS:

Minor Works completed:

- Pothole patching on Clermont, Middlemount and Dysart Town Streets, Dysart-Clermont Road, Valkyrie Road, Mt Stuart-Bedford Weir Road, Saraji Road, Golden Mile Road, Airstrip Road and Saleyard Lane
- Additional depth markers ordered for installation on floodways throughout the region, with LRRS roads being the first round of installations and other roads being inspected and prioritised for installation throughout the year.
- Continued to log defects on local roads database
- Roadside slashing on Saraji Road
- Shoulder repairs on Dysart-Clermont Road

Maintenance Grading:

- No Name Road
- Fleurs Lane
- Walthum Road
- Collaroy-Killarney Road
- Cotherstone-Capella Road
- May Downs-Carfax Road
- Lizzie Creek Road
- Marion Settlement Road
- Marion Settlement – Notch Point Road
- Howlands Road

Resheeting:

- Collaroy Killarney Road – 40% Complete – CH 14.8 – 20km. This is incorporating a trial of a rock crushing machine.
- Cotherstone-Capella Road – 20% complete – CH 0.47 - 17.16 km

RMPC:

- Monthly road defect inspections complete
- Pothole patching and edge break repairs throughout region
- Roadside slashing on Peak Downs Highway
- Roadside furniture repairs/installation on Marlborough-Sarina Road and Suttor Developmental Road
- Heavy formation grading on May Downs Road
- Vegetation Clearing on Dysart-Middlemount Road

Capital Works:

- CW202778 - Rural Drainage Renewal Program – Construction works have commenced and progressing well. Concrete poured for floodways on Russell park, Carfax and Kenlogan Roads
- CW192679 Pasha Road Drainage Structure Construction – Construction of floodways and culverts nearly complete with 1 floodway remaining to be done.

- CW192678 Pasha Road Pave and Seal – Bitumen seal complete on 20km (10km contractor, 10km of IRC). Balance pavement works in progress with roadside drainage works delayed due to rain.
- CW202777 Rural Pavement Rehabilitation Program – Carmila West Service Road complete. Clairview Boat Ramp Carpark rehab and seal is complete with beautification works in the procurement phase. Balance projects to be completed with RMPC rehabilitation works.

Emergent Works:

- Removal of fallen tree on Laglan Road
- Rain event on Australia Day weekend causing flooding and road closures across the region with roads remaining closed.
- Slump at bridge approach on Bruce Highway reported to TMR and patched
- Truck rollover on Peak Downs highway

PREVIOUS MONTH'S ISSUES:

- Minor mechanical failures on plant and equipment
- Clermont 2nd Grader Crew non-operational due to leave and plant maintenance
- Personnel resourcing through illness, injuries, resignation and leave reduction
- Ongoing issues with Flocon patching trucks (IRC & hire)
- Issues with ticketed / licensed employees for maximum versatility and production
- Minor works delayed due to wet weather

FINANCIAL REPORT:

Infrastructure East

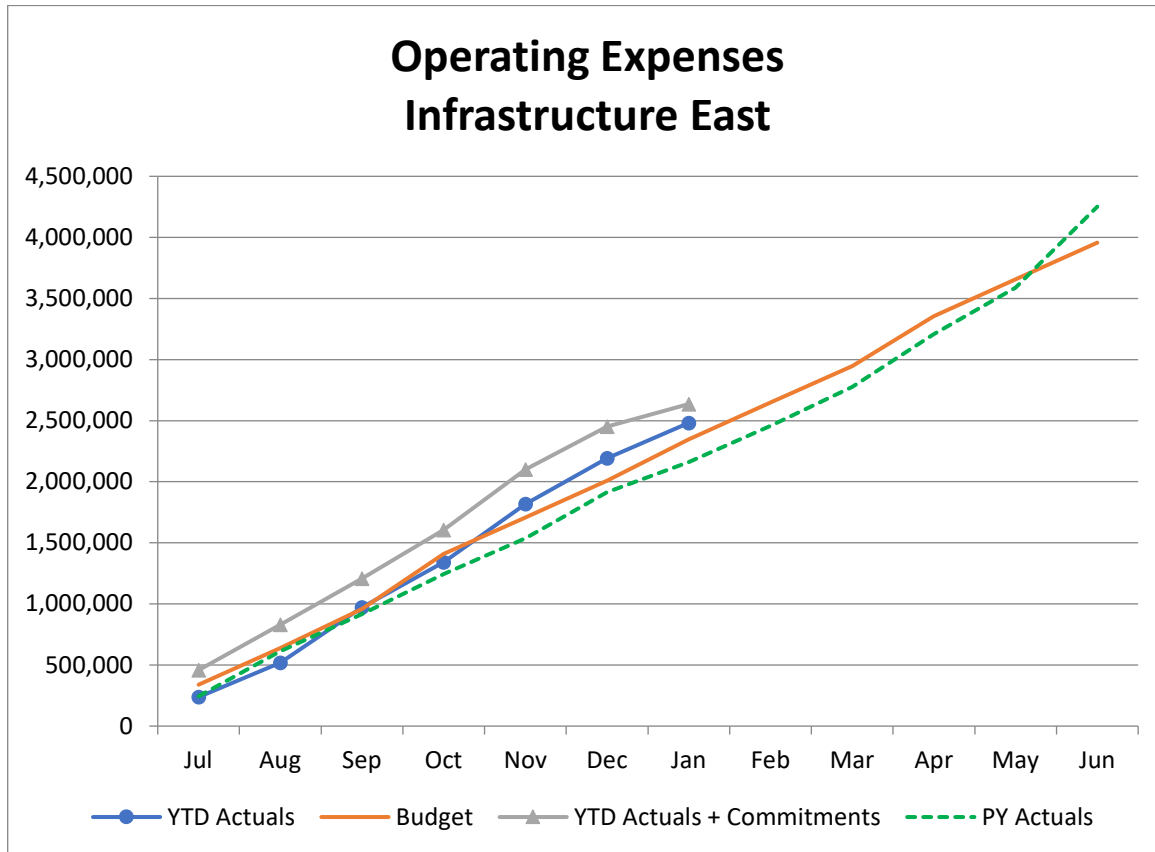
Expenses

Employee expenses for YTD are showing a unfavourable variance.

| | |
|--------------------------------|--------------|
| YTD Employee Expenses | \$ 1,091,901 |
| YTD Budgeted Employee Expenses | \$ 1,035,294 |
| YTD Unfavourable Variance | \$ 56,607 |

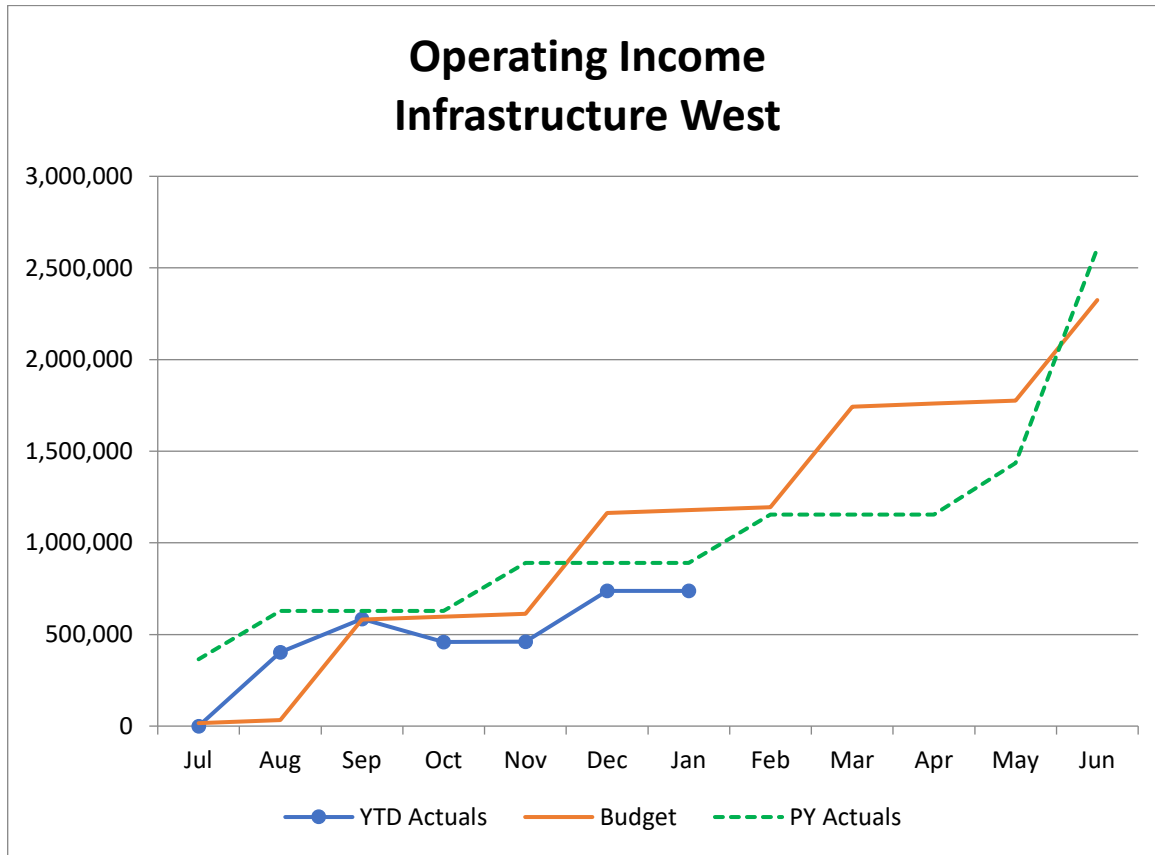
Materials & Services are also showing an unfavourable variance when comparing actuals to budget.

| | |
|---|--------------|
| YTD Material & Services | \$ 1,389,999 |
| YTD Material & Services Including Commitments | \$ 1,544,182 |
| YTD Budgeted Material & Services | \$ 1,312,226 |
| YTD Unfavourable Variance Excluding Commitments | \$ 77,773 |
| YTD Unfavourable Variance Including Commitments | \$ 231,956 |



Infrastructure West Revenue

| | |
|---------------------------|--------------|
| YTD Income | \$ 737,750 |
| YTD Budgeted Income | \$ 1,178,386 |
| YTD Unfavourable Variance | \$ 313,138 |



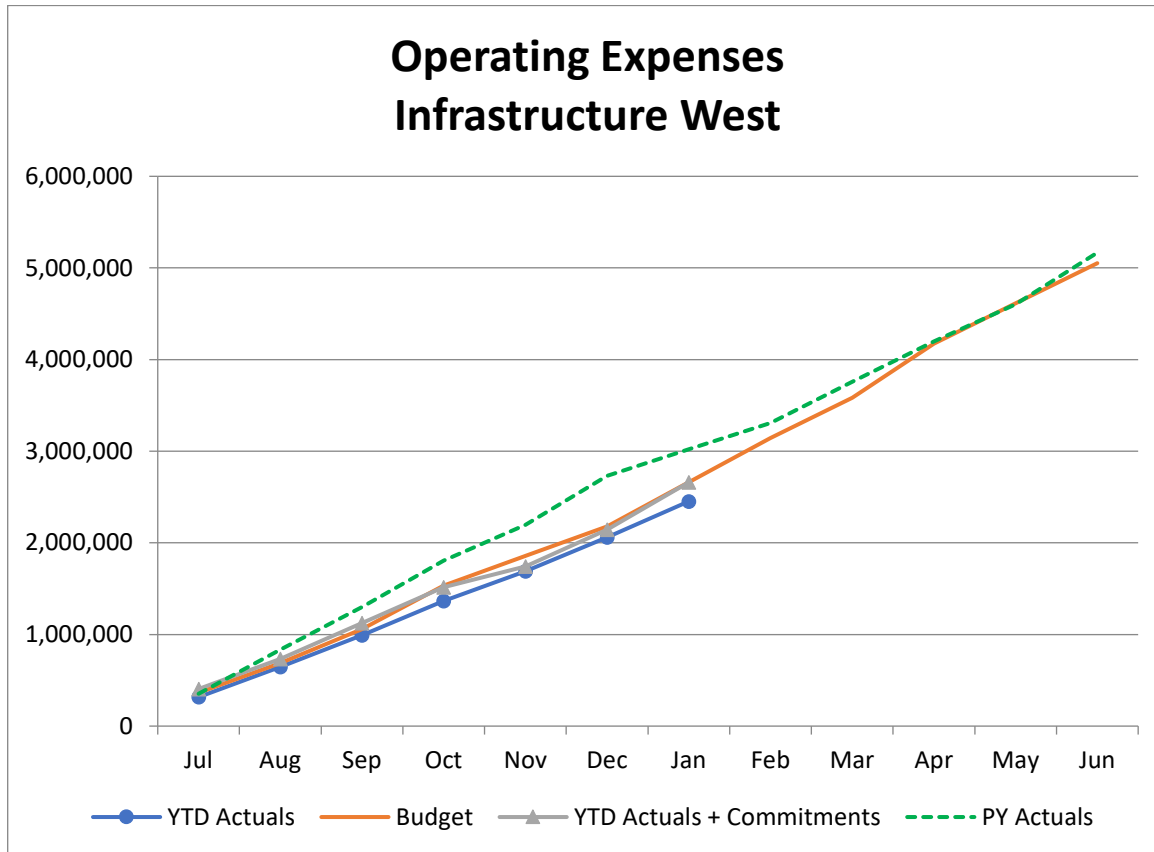
Expenses

Employee expenses for YTD are showing a Favourable variance.

| | |
|--------------------------------|--------------|
| YTD Employee Expenses | \$ 1,379,799 |
| YTD Budgeted Employee Expenses | \$ 1,479,254 |
| YTD Favourable Variance | \$ 99,455 |

Materials & Services are also showing a favourable variance when comparing actuals to budget.

| | |
|---|--------------|
| YTD Material & Services | \$ 1,072,858 |
| YTD Material & Services Including Commitments | \$ 1,281,037 |
| YTD Budgeted Material & Services | \$ 1,180,975 |
| YTD Favourable Variance Excluding Commitments | \$ 108,117 |
| YTD Unfavourable Variance Including Commitments | \$ 100,062 |



Please note the above graph includes corporate overheads.

DEVIATION FROM BUDGET AND POLICY:

Nil to Report

OPERATIONAL PLAN / BUSINESS PLAN – EXCEPTION REPORTING

Nil to Report

NEXT MONTH'S PROGRAM:

Minor Works

- Rest area servicing
- Routine maintenance works
- Road inspections and defect logging
- Pothole patching as required and in particular on Huntley, Blair Athol Mine, Valkyrie, Mt Stuart-Bedford Weir, Saraji and Golden Mile Roads
- Roadside slashing – will recommence after significant rainfall across the shire and will be programmed accordingly.
- Roadside furniture and signage replacement across the region
- Ongoing Depth Marker installation program throughout region
- Drainage works to be completed in preparation for the wet season on Saraji and Dysart-Clermont Roads
- Shoulder Rehabilitation on failing sections along Dysart-Clermont and Golden Mile Road

Maintenance Grading

- No Name Road (balance)
- Gittins Road
- Fleurs Lane (balance)
- Waltham Road
- Clermont Town Streets
- May Downs-Carfax Road (balance)
- St Lawrence North Road
- Collaroy – Tierawoomba Road
- Walsh Road
- Iffley Connection Road

Resheeting

- Cotherstone-Capella Road
- Collaroy-Killarney Road
- Douglas Road

Capital Projects

- CW202769 Long Distance Coach Stop – Long Distance Coach stop at Rose Harris Park - Planning and Procurement to commence
- CW202778 - Rural Drainage Renewal Program – Construction of floodway’s continuing weather permitting
- CW202843 Collaroy-Killarney Road – Pave and seal commencing
- CW202777 Clairview Boat Ramp Carpark – Beautification works
- CW192679 Pasha Road Drainage Structure Construction – Construction of final floodway
- CW192678 Pasha Road - Pave & Seal – Continuation of pavement works
- CW202768 Mackenzie River-Capella Road – Pave and Seal construction works to commence
- CW202765 Moranbah Access Road – construction works to commence

RMPC

- RMPC inspections / defect backlogging ongoing
- Rest area and truck stop servicing
- Pothole patching across region including Dysart-Middlemount Road, Fitzroy Developmental Road, May Downs Road, Bruce Highway and Peak Downs Highway
- Slashing on Peak Downs Highway and Marlborough-Sarina Road
- Roadside furniture as required across the region
- Drainage works on Dysart-Middlemount Road
- Installation of fold down Road Closed signage on Clermont-Alpha Road and Gregory Developmental Road

Organisation Development Plan Scheduled to Commence During Next Month

Nil to Report

DEVELOPING INITIATIVES / ISSUES:

- Slashing programme to recommence across shire due to the decreased fire risk

PARKS & RECREATION

PREVIOUS MONTH'S ACHIEVEMENTS:

Parks has removed the Christmas trees that were installed around the region with timeous efficiency. Election signage demarcation has taken place in all relevant locations, with a number of additional sites added.

Feedback on the ROSS (on public exhibition from 25 Nov to 20 Dec) has been collated and distributed to Councillors. The request for an adjustment to population figures of respective towns is being actioned.

Unfortunately this will delay the report going to Standing Committee until May 2020.

Preparations for Australia Day festivities has involved crews in many of the region's towns.

CAPITAL PROJECTS

Moranbah - The provision of the shade structure for the Town Square playspace (at the shops) is underway. Poles were completed in the week ending 24 January and shade sails are due for installation in mid-February.

Coast – the provision of bollards for Carmila Beach campground delineation has been awarded to REPLAS with delivery of the product due shortly. An RFQ for installation will be issued shortly. Dates are being arranged for community consultation in Carmila regarding the proposed playground upgrade.

STAFF

Moranbah – Amy Lee Paul began work in a labourer role on 06/01/20. Both the snr irrigation maintainer and groundsman positions will be re-advertised due to a lack of suitable candidates in the last round.

Clermont – Tegan Rolfe (labourer) has resigned, primarily due to health considerations.

TRAINING

Moranbah – various staff have submitted training requests, including traffic control, chemical application and pole saw operations. Luke Logan has been approved for IGNITE training.

Nebo – Wayne Christiansen, Daniel Pagett, Warren Coates-Truscott and Gary Reed TMP training completed

Glenden – Mark Hare and Lloyd Bradley to complete the practical stop/go training

Dysart – Backhoe training for Kenneth Ingrey completed.

Middlemount – Backhoe training for Kyle Ahern completed

OTHER TASKS & EVENTS

Australia Day setup/preparation – various areas

Tidy-up of water treatment plant in Nebo for the opening day

BMX race day in Dysart

PREVIOUS MONTH'S ISSUES:

The issue of motorcyclists racing across the Eastern Sporting Fields in Moranbah is an ongoing problem for Parks. Police have been notified about this in the past with a request for help, but naturally police are unable to maintain an ongoing presence at the location and culprits ignore signage. Following a complaint from a sports facility user, Parks has altered some access adjacent to the tennis club but this will potentially only alter the route being used by the bikers. The solution lies in the bigger picture of Eastern Sporting Facility security.

In **Moranbah**, gardens abutting the council office walls have been excavated to allow for termite control. A number of mature plants and trees are due to be removed, as a result of damage to the building. Also in Moranbah, younger trees in the Town Square and behind the Council building have been damaged by deer over a succession of nights. The trees have been temporarily barricaded until the deer no longer have a need to enter the Town Square (and/or a permanent barrier is approved).

Water restrictions imposed in many towns has affected the quality of the public open spaces and parks facilities. While restrictions were not imposed in Moranbah, the limited availability of recycled water has impacted many local parks as well as road medians, such as Mills Avenue. Trees have suffered badly from drought conditions, resulting in removal of dead trees in a number of towns.

In **Clermont** Parks staff are obliged to assist with road works every week, which unfortunately prevents some of the parks maintenance work which is needed.

In **Glenden** the public toilets have been structurally condemned, resulting in closure. Parks are seeking an alternative option to temporary provision of public toilets at this location.

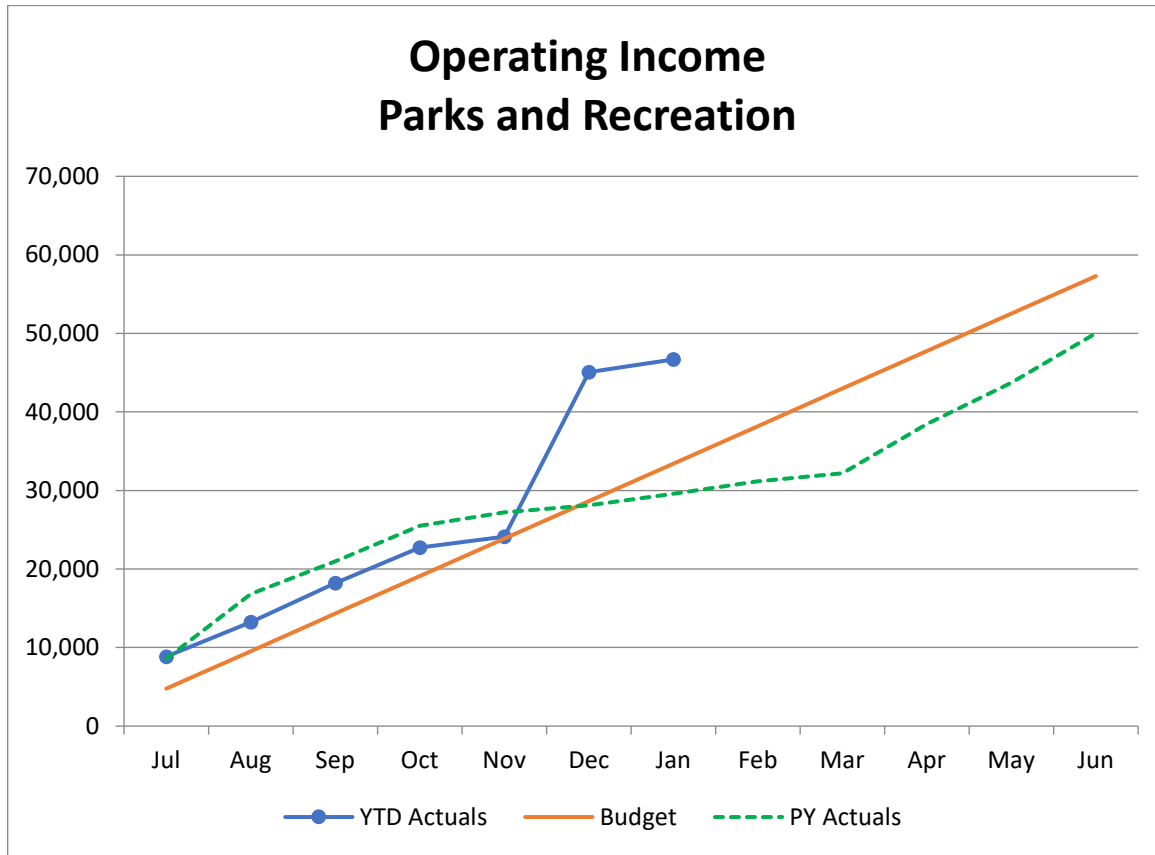
Christmas banners have remained in place for much of January in some towns. Ergon is responsible for arranging installation and removal of these, but unfortunately some members of the public accuse Council of inefficiency with this.

FINANCIAL REPORT:

Revenue

Revenue for Parks & Recreation is showing a favourable variance YTD.

| | |
|-------------------------|-----------|
| YTD Income | \$46,682 |
| YTD Budgeted Income | \$33,421 |
| YTD Favourable Variance | \$ 13,261 |



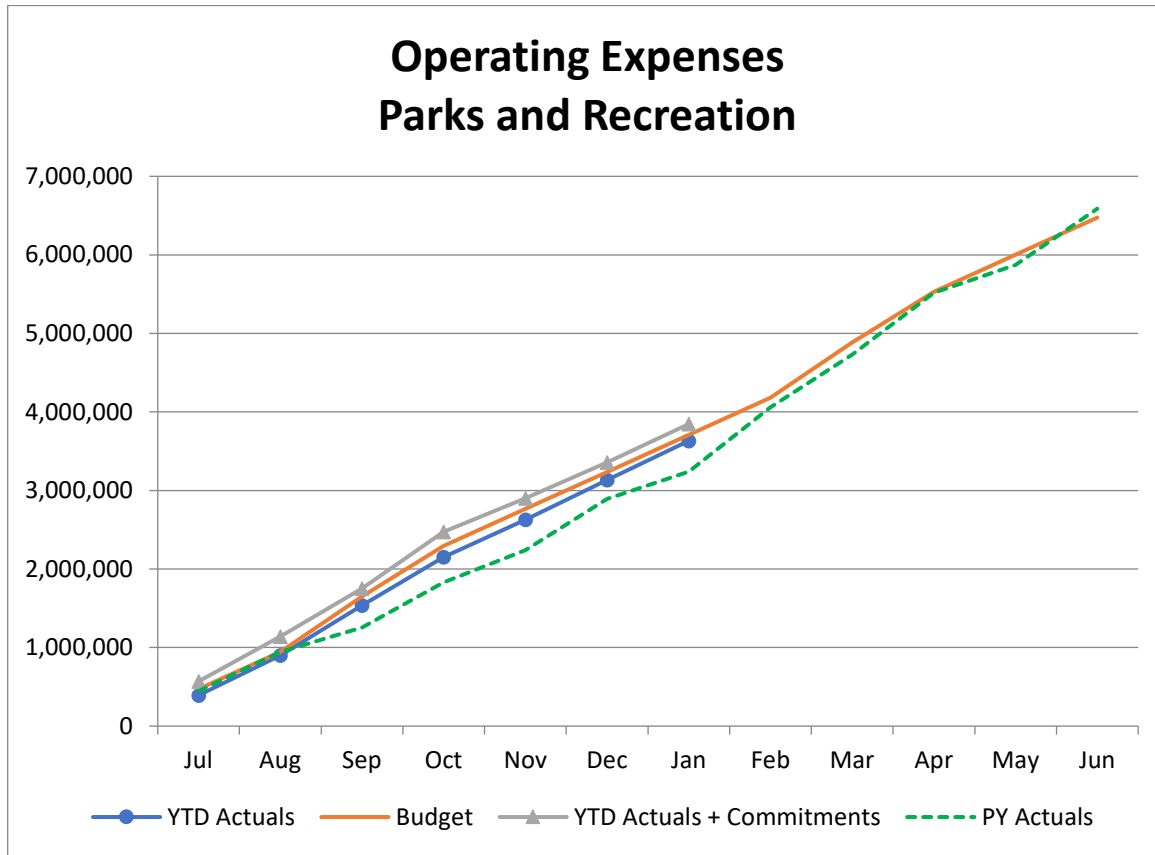
Expenses

Employee expenses are showing a favourable variance YTD.

| | |
|--------------------------------|--------------|
| YTD Employee Expenses | \$ 1,729,388 |
| YTD Budgeted Employee Expenses | \$ 1,750,601 |
| YTD Favourable Variance | \$ 21,213 |

Materials & Services are showing a favourable variance when comparing actuals to budget.

| | |
|---|--------------|
| YTD Material & Services | \$ 1,351,659 |
| YTD Material & Services Including Commitments | \$ 1,565,538 |
| YTD Budgeted Material & Services | \$ 1,466,198 |
| YTD Favourable Variance Excluding Commitments | \$ 114,539 |
| YTD Unfavourable Variance Including Commitments | \$ 99,340 |



Please note the above graph includes depreciation and corporate overheads.

DEVIATION FROM BUDGET AND POLICY:

As per budget review process.

OPERATONAL PLAN / BUSINESS PLAN – EXCEPTION REPORTING

Not Applicable

DEVELOPING INITIATIVES / ISSUES:

Nil

INFRASTRUCTURE PLANNING & TECHNICAL SERVICES

DEPARTMENT HIGHLIGHTS

- Warwick Park Road Design – Valor Consulting to amend Design deliverables as per review comments. Valor has not undertaken any further work under the Contract from 13th Nov 2019 and is being de-registered by Australian Securities and Investments Commission (ASIC), hence legal arrangements to terminate the contract is on going.
- The instrumentation installed by ARRB on the Grosvenor bridge is being monitored and data collected until July 2020 in order to provide a performance report on the bridge. This will enable planning on the future of the bridge. The instrumentation installed was checked and calibrated during January 2020.
- Collaroy Timber Bridges – Our consulting engineers GHD were requested to provide more detail on the proposed culvert construction. This has been submitted to the Department of Agriculture and Fisheries and the outcome is expected on or before 19 February 2020. Whilst awaiting the result, tenders have been called for the construction works and tender closing by 10th February 2020.
- Design Services for Golden Mile Road (CH 16.83 to 20.33) –JJ Ryan Consulting Pvt Ltd completed the design.
- Rehabilitation of Golden Mile Road (CH 16.83 to 20.33) – Tender Documents completed. Tenders were called for construction works and the tender award to take place in the first week of February 2020.
- Golden Mile Road Floodway Design Services– JJ Ryan Consulting Pvt Ltd - preliminary design for the culvert at CH 9.86Km has been submitted and the final design report awaited.
- Engineering services for Saraji Road Renewal (CH 30.30 to 33.60) – The design by Langtree Consulting is in progress.
- Moranbah Access Road - Quarrico Intersection – 21 responses received on RFQ and project awarded to Langtree Consulting. The design is in progress.
- Cycle Network Program 2019_20 –Shared Footpath at Capricorn Street, Clermont has been approved for grant. The final approval for construction is awaited from DTMR.
- School Zone Safety Renewal at Moranbah, Dysart and Clermont – The project was awarded to Seaforth Construction and the project has been completed on time.
- Mills Avenue School Crossing Upgrade – The project was awarded to Eastside Constructions. Construction works in progress. (Deetailed report on delays elsewhere)
- Land resumption and Cultural Heritage Clearances for Philips Creek - Project commenced and preparation of Land resumption plans in progress. The landowner has been contacted to start negotiations.
- Reconstruction of Rural Floodways (6nos) - Tenders evaluated and awarded to Durack Construction. Construction works have commenced.
- RMPC – Stabilisation Works – The tender evaluation is in progress.

- Construction of Golde Mile Road- Tenders were called and the evaluation is in progress for award. Construction to start mid February 2020.
- DRFA – Superintendency Role – The tender evaluation is currently in progress.

PROGRESS ON NATURAL RESOURCES

Gravel

Production of the gravel required for the Cotherstone-Capella Road resheet project is half complete. This is intended to be the final gravel from Council pit for the 19/20 program.

PSA for the Supply of Quarry materials (commercial quarries) was endorsed at January Ordinary Meeting. Letter of Acceptance will follow in February for the nominated panel suppliers.

Water

Proposed Dam – Waterford, Cotherstone-Capella Road

Final registration received from Titles Office prior to Christmas break.

Due to contractor being on annual leave, construction will begin February 2020, weather permitting.

Proposed Dam – Many Waters, May Downs-Carfax Road

Final registration received from Titles Office 17 January 2020.

Construction will begin after completion of Waterford Dam, weather permitting.

Existing Dam – Goodyear, Laglan Road

A longstanding issue between neighbours regarding small private dam and encroachment onto road reserve. An opportunity has risen where Council and owners of the dam are agreeable to enter into an easement arrangement over the existing dam. Once approved and registered, Council will undertake works to enlarge the source. This will increase the water availability for the Old School, Venus and Alpha-Bypass Roads and reduce costs associated with TCD raw water usage for the road maintenance..

Survey and draft easement documentation completed.

Khartoum Dam – Walthum Road

A Landholder on the Walthum Road has been approached by IRC requesting consent to construct a dam on their property as the location is ideal to establish/increase Council's source for this area. The standard level of service on this network has suffered over the past 5 years due to the absence of water.

Having recently completed a new dam of their own, they has suggested that Council place an easement over the dam and access track, if Council agrees to pay for the cost of the dam. They are very positive with Council's water strategy program and agree that its vital for Council to safeguard by easement over these type of assets. They understand an easement will grant landholder access for watering cattle, however restricted once level is below 1/3.

Further information being gathered regarding the procurement of a pre-constructed private dams.

RMPC PROGRESS

In conjunction with the approved RMPC 2019/20 Contract, following diligent and continuous reporting to the Department of Transport and Main Roads (TMR) regarding the severity of defects logged and highlighted, additional funding \$750,000 has been granted as a variation to the contract.

These works – Insitu Stabilisation works are to address the pavement failures from mining haulage specifically along 27C (Gregory Highway: Clermont – Belyando Crossing) and 33A (Peak Downs Highway: Clermont – Nebo). The locations for these works have been identified and tenders were called and closed on 14/01/2020 which are being evaluated.

PREVIOUS MONTH'S ACHIEVEMENTS:

| Description | KPI | Scheduled End Date | Status Update |
|--|---|---------------------|---|
| Routine Works | -Project management -Inputs in assessment of Development Application -Update of traffic count data | <10 working days | Installation of Traffic Counter -03 Assist in assessment of Development applications – 03 |
| Local laws/Traffic/Vehicle - permits | -Heavy Vehicle Permits -Works on Road Corridor/Council Property Permits -Land Access Activity Notice -others | <10 working days | HV Permits issued – 39 Works on Road corridor/ – 6 Land Access Activity – 1 Driveway/Crossover – 0 Installation of Grid – 2 |
| Plan, Design and Project Management | Technical services Capital Works Program (new, renewal & upgrades) | | |
| 18/19 CW Program | | | |
| CW192673 Warwick Park Road | -Scoping -RFQ -Design -Project completion | Oct 2019 (extended) | Valor Consulting Pty Ltd has completed the design works upto 90%. Amendments requested for completion. |
| CW192669 MBH-Bridge Design – Investigation | -Scoping -RFQ -Design -Monitoring | Jun 2020 | The instrumentation of ARRB is being monitored until July 2020 to provide a performance report of the bridge. The instrumentation was recently checked and calibrated by ARRB. Data Monitoring ongoing. |

| Description | KPI | Scheduled End Date | Status Update |
|---|---|--------------------|---|
| CW192689 Collaroy Timber Bridges – Replacement | -Scoping -RFQ -Design -RFT -Construction -Practical completion | May 2020 | A request for further technical information has been received from DAF and submitted by consulting engineers GHD to the department. An outcome is awaited on or before 19Jan 2020. Tendering for Construction works in process. |
| 19/20 CW Program | | | |
| CW202839 Design of Golden Mile Road (CH 16.83 to 20.33) | -Scoping -RFQ -Design -Project completion | Oct 2019 | Project has been completed by JJ Ryan Consulting Pty Ltd. |
| CW202763 Design of Golden mile Road Floodway | -Scoping -RFQ -Design -Project completion | Jan 2020 | Project awarded to JJ Ryan Consulting Pty Ltd. Final design report awaited. |
| CW202770 Engineering Design Service for Renewal of Saraji Road | -Scoping -RFQ -Design -Project completion | Feb 2020 | Project awarded to Langtree Consulting and the design is in progress. |
| CW202784 Cycle Network Program-Capricorn Street | -Scoping -Design -RFQ -Construction -Practical completion | May 2020 | Funding agreements with TMR has been executed. Preliminary design drawings completed and forwarded to TMR for review prior to construction. |
| CW202766 Engineering for School Zone safety renewal within Isaac Region | -Scoping -Design -RFQ -Construction -Practical completion | May 2020 | Project awarded to Seaforth Construction and has been completed. |
| CW202765 Design Services for Moranbah Access Road and Quarrico Intersection Upgrade | -Scoping -RFQ -Design -Project completion | Feb 2020 | Project awarded to Langtree Consulting and the design is in progress. |

| Description | KPI | Scheduled End Date | Status Update |
|---|---|--------------------|---|
| CW202779 Land resumption and Cultural Heritage Clearances for Philips Creek | -Scoping -RFQ -Land Resumption -Project completion | Mar 2020 | Project commenced and preparation of Land resumption plans in progress. |

I1: Plan, provide and maintain effective and sustainable road infrastructure to meet the needs of key economic and community activities.

| | | | |
|--|---|--------------|--|
| I1: Bridge Renewal/Replacement Program | Actively source and secure Bridge renewal/replacement funding | 30 June 2018 | <ol style="list-style-type: none"> 1. Completed Phillips Creek Bridge design. (A shovel ready project for submission for funding) 2. Tenders for the construction of have been called in anticipation of Collaroy Creek bridges. |
|--|---|--------------|--|

PREVIOUS MONTH'S ISSUES:

REPORT ON DELAYS EXPERIENCED ON MILLS AVENUE – SCHOOL SAFETY IMPROVEMENTS PROJECT

The contract was awarded to Eastsidaz Construction (4 quotes received) for safety works at the three schools, namely Moranbah East State School, Moranbah High School and Moranbah State School. It is acknowledged that this was a very tight construction program which commenced on 13/12/2020 and planned to meet the completion date of 25/01/2020 which were regrettably influenced mainly by rain events. It has always been the intent that works were to be completed before or on 25/01/2020.

Delays experienced on this project included the need for a revised Traffic Management Plan (on two occasions), unacceptable concrete pour at the Kindy Garten site had to be removed and replaced, and the further cause of delay was through rain events (unforeseen major contributor), which started on 18/12/2020. With the exception of 20, 23, and 24/12/2019 rain was experienced every day from 18/12/2019 up to 30/01/2020, totalling 100.4mm (figures from BOM)

It can be noted that Project manager(s) inspected alternate days to monitor quality (material and workmanship) and progress.

The safety of pedestrians and motorists as well as the workers themselves are always regarded as paramount and accordingly observing and monitoring this further resulted in delays in order to have the Traffic Management Plan amended on occasions.

In order to prevent similar delays on projects as much as possible, it is proposed to provide for penalty clauses in ALL projects, not just major works, in future. To minimise the risk further the Infrastructure Planning and Technical Services section will focus on timely designs and tender awards to enable acceptable construction periods for contractors (wherever possible).

FINANCIAL REPORT:

Expenses

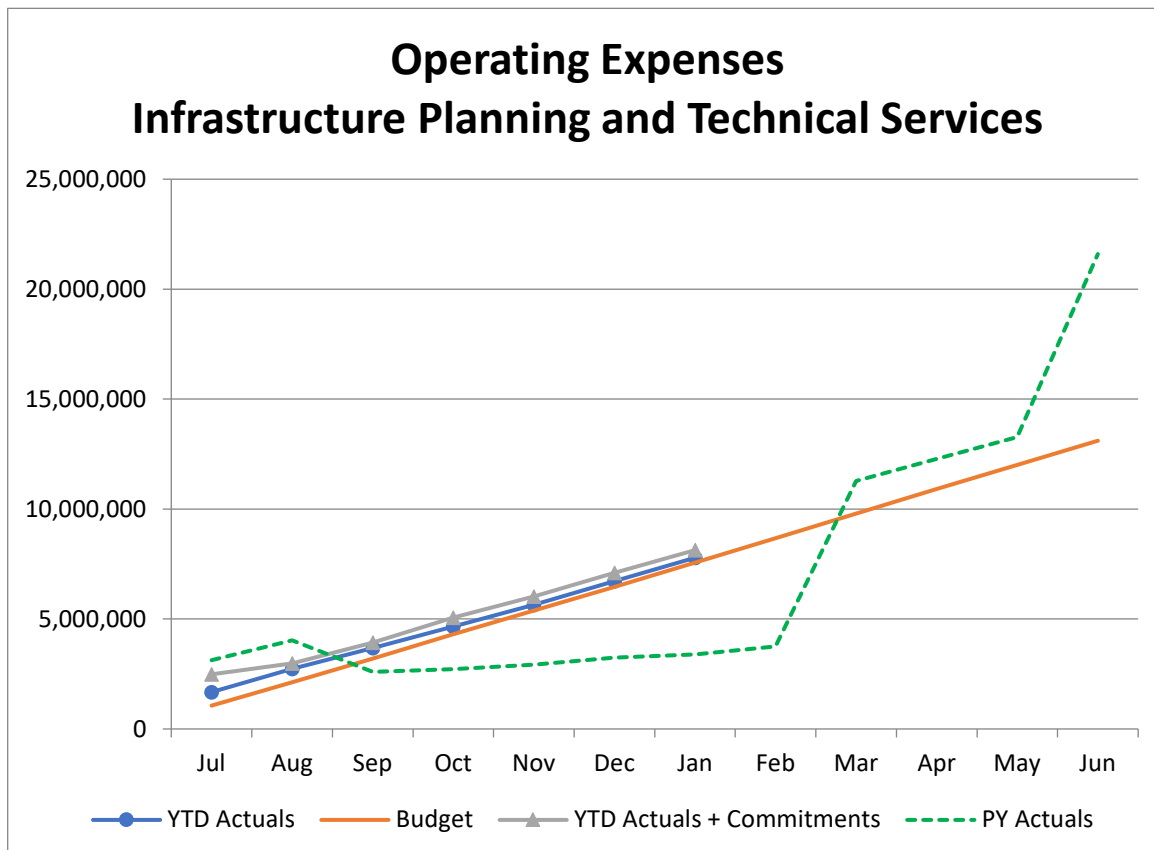
Employee expenses YTD are showing an unfavourable variance.

| | |
|--------------------------------|------------|
| YTD Employee Expenses | \$ 726,129 |
| YTD Budgeted Employee Expenses | \$ 499,118 |
| YTD Unfavourable Variance | \$ 227,011 |

(Please see brief report under Deviation from Budget and Policy)

Materials & Services are also showing a favourable variance YTD.

| | |
|---|--------------|
| YTD Material & Services | \$ 1,459,514 |
| YTD Material & Services Including Commitments | \$ 1,804,929 |
| YTD Budgeted Material & Services | \$ 1,469,384 |
| YTD Favourable Variance Excluding Commitments | \$ 9,870 |
| YTD Unfavourable Variance Including Commitments | \$ 335,545 |



Please note the above graph includes depreciation and corporate overheads.

DEVIATION FROM BUDGET AND POLICY:

Captured in budget review process

It can be noted that the unfavourable variance has been identified and corrections are on track. It was found that the employee expenses (Timesheet) were not allocated correctly. All costs over the last 6 months are affected and corrections are in progress.

OPERATIONAL PLAN / BUSINESS PLAN – EXCEPTION REPORTING

| Strategy (i.e. C5) | Service Area | Description | Highlight/Exception, including explanation |
|--------------------|--------------|-------------|--|
| | | | |

ORGANISATIONAL DEVELOPMENT PLAN

Only comments relating to relevant quarter are to be included in monthly.

| Action # | Action | Quarter | Comments |
|----------|--|---------|--|
| O10.03 | Adopt structural integrity-based Maintenance Management Plans for all road structures including bridges culverts and crossings | FY18/Q2 | In progress |
| O10.04 | Adopt Mitigation Strategy for recurring impacts of flooding on road assets | FY18/Q2 | Completed Resilience Strategy Presented to Council August 2018 |
| O10.05 | Adopt roadside vegetation management strategy | FY18/Q3 | In progress (Aiming for completion in March 2020) |

NEXT MONTH'S PROGRAM:

Capital Projects scheduled to commence during next month

- i. Philips Creek Bridge – Land Resumption and Cultural Heritage Clearances

DEVELOPING INITIATIVES / ISSUES:

Planned

- Submit Applications for 2020-21 Cycle Network Local Government Grants Program

-
- Continue PAG 2020-21 Budget Bids as required
 - Project support for various interfaces into Council.
 - Tender documentation for road rehabilitation works, including RMPC and IRC works

WORKSHOPS, PLANT AND FLEET

PREVIOUS MONTH'S ACHIEVEMENTS:

The 2019/20 Capital Fleet and Plant replacement programme, status as at the end of Jan 2020

18 Fleet Vehicles Delivered

15 Fleet vehicles on order (Dec - Feb)

1 Fleet vehicle having specifications finalised – to Be ordered Jan-Feb 2020

5 Zero Turn Mowers – On order Due Feb/Mar

3 Out Front Mowers- On order Due Mar/Apr

1 Prime mover and Trailer ordered – On order Due May 2020

1 Replacement truck on order – On Order Due Mar 2020

1 30,000 Lt Semi Water Tanker (road) – On order Due Jun 2020

This represents a 85% CW completion rate with just over 50% of the FY gone, This is due to the great work from Tammi Curtis who is acting Fleet Coordinator

It is envisaged that the Fleet and Plant replacement programme will be completed in June 2020 with zero carry forwards anticipated

The Corporate Properties and Fleet team have finalised the Draft Fleet and Plant 10 Year Replacement Plan and Draft 2020-21 Hire Rates, this is to be the basis of the 2020-21 PAG budget bids

In addition to the above the Corporate Properties and Fleet Department intend to formulate a Plant and Fleet Business Model. This will enable the establishment of service level agreements to all internal stakeholders and act as a measure of the departments achievements and delivery of services. This is envisaged to be completed by 30th June 2020

FLEET NEWS

The Fleet Department have applied for and had acceptance for Isaac Regional Council to access the State Government - Q Fleet contract for - PROVISION OF MOTOR VEHICLES. This is a state-wide contract for QLD Government and approved entities to access the buying power this contract brings, additionally it encompasses a wide variety of vehicle manufacturers which are listed below.

- Toyota • Ford • Renault • Jaguar/Landrover • Hyundai
• Holden • Skoda • Kia • Nissan • Volkswagen
• Mitsubishi • Isuzu Utes Aust • Honda

Whilst the long-term goal is to standardise fleet wherever possible we are mindful of achieving the best Whole of life costs for fleet assets, this is subject to purchase price, cost to maintain and proposed resale value. Vehicle manufacturers are now offering extended warranty periods up to 7 years, this also forms part of WOL costs. A full review of Isaac fleet requirements is underway and determination of vehicle standards, inclusive of, make / model selection, standard specification / inclusions will be finalised in preparation for the 2020/21 fleet replacement program.

The Fleet department are also in discussions with various manufacturers in relation to the possibility of offering discounted vehicle pricing to Isaac Regional Council staff, whilst these discussions are in the early stages it is envisaged that the department will have a further communication on this initiative by the beginning of the new financial year.

Fleet maintenance is sometimes challenging in the various regions with some fleet assets being required to be returned to the manufacturer for warranty or recall issues, The team are also currently looking at ways to have the manufacturers come to us to alleviate extended travel and time to have these works completed

PREVIOUS MONTH'S ISSUES:

Continued advertising to fill current roles

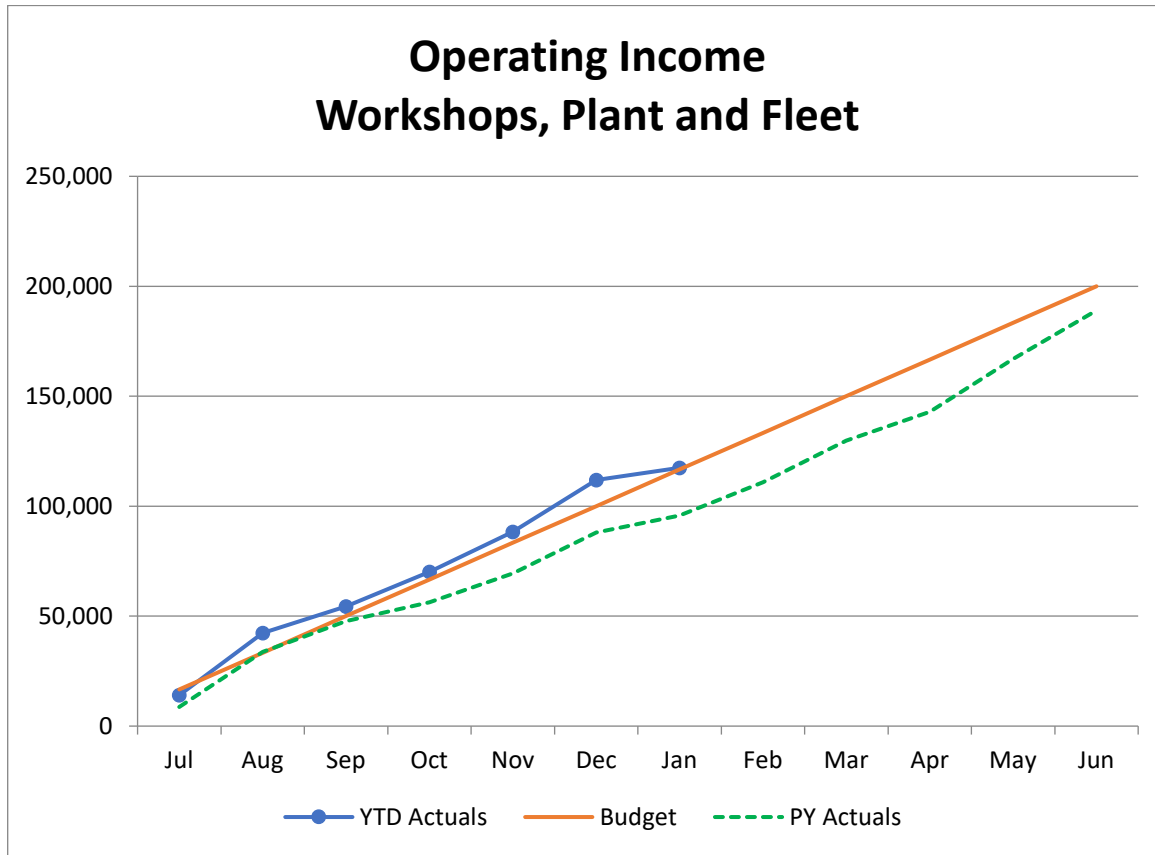
- Mobile fitter Middlemount /St Lawrence – Currently Advertised
- Technical Officer / Moranbah – Currently advertised
- Don Scott and Malcolm Gardner to review all workshop compliance issues and facilitate a refined maintenance planning framework, this is to be completed by April 2020, this will be work will form part of the Fleet and Plant business model and service level agreements to be introduced

FINANCIAL REPORT:

Revenue

Revenue shows a favourable variance.

| | |
|-------------------------|-----------|
| YTD Income | \$117,451 |
| YTD Budgeted Income | \$116,667 |
| YTD Favourable Variance | \$784 |

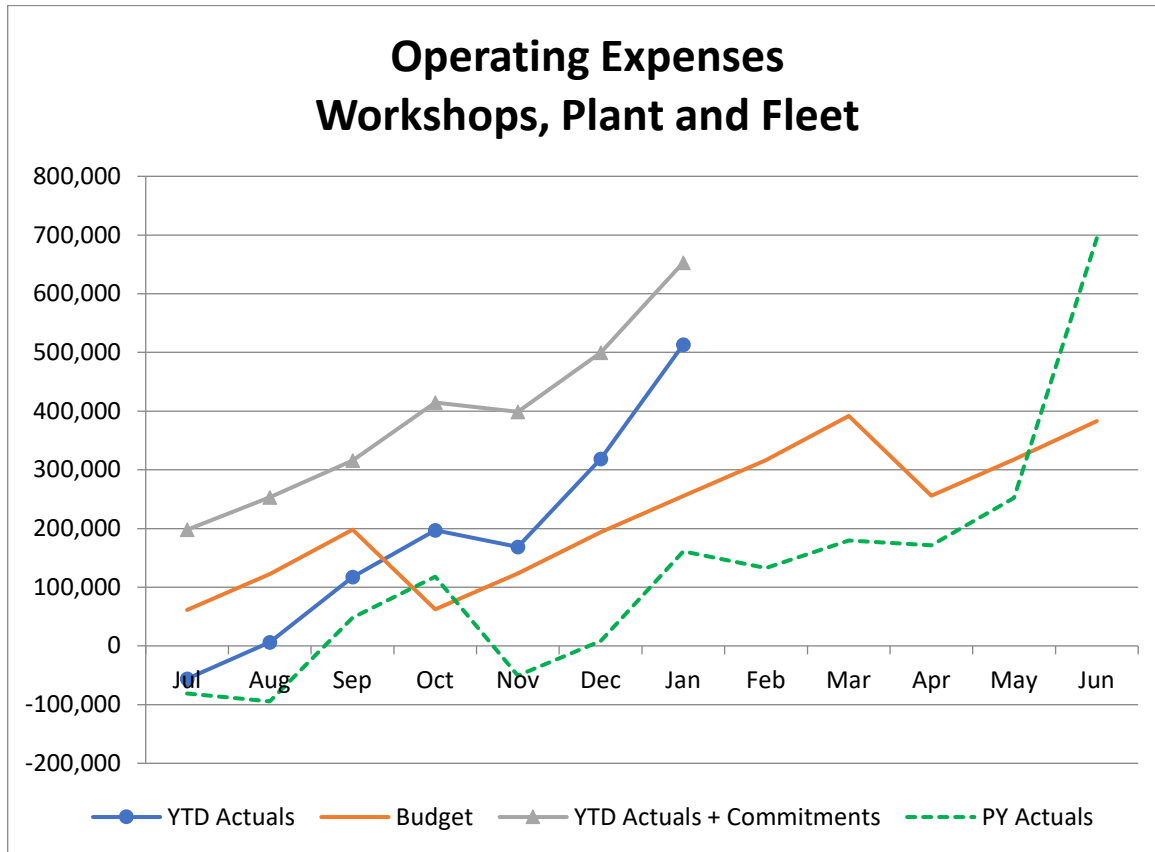


Employee expenses for YTD are showing a favourable variance.

| | |
|--------------------------------|------------|
| YTD Employee Expenses | \$ 650,072 |
| YTD Budgeted Employee Expenses | \$ 678,599 |
| YTD Favourable Variance | \$ 28,527 |

Materials & Services are showing a favourable variance when comparing actuals to budget.

| | |
|---|---------------|
| YTD Material & Services | \$(1,797,243) |
| YTD Material & Services Including Commitments | \$(1,657,550) |
| YTD Budgeted Material & Services | \$(2,115,082) |
| YTD Favourable Variance Excluding Commitments | \$ 317,839 |
| YTD Favourable Variance Including Commitments | \$ 457,532 |



Please note the above graph includes depreciation and corporate overheads.

DEVIATION FROM BUDGET AND POLICY:

Nil to report currently that have not been approved by Council.

OPERATONAL PLAN / BUSINESS PLAN – EXCEPTION REPORTING

Not Applicable

There currently is only one outstanding Capital Works project remaining from the 2018-19 financial year.

Organisation Development Plan or Capital Projects scheduled to commence during next month

| Project Name/ Description | Start Date | Scheduled End Date | Comments/Exceptions |
|----------------------------|------------|--------------------|--|
| Replacement of 34 Vehicles | 1/7/2019 | 30/6/2020 | 17 new vehicles received with the remainder spread over the next 2 quarters of the FY |
| Various Plant replacements | 17/2019 | 30/6/2020 | All long lead time assets have been purchased specifications completed for all remaining replacemets |
| 30,000 Ltr Semi Watercart | 01/11/2019 | 30/6/2020 | To be delivered before 30/6/2020 |

INFORMATION BULLETIN

DEVELOPING INITIATIVES / ISSUES:

Draft IRC Plant & Fleet Hire Rates and 10-year Fleet and Plant replacement schedules have been completed

2020-21 Capital Project - draft budget bids completed

2020-21 Opex budgets – draft completed

Corporate Business Plan – draft completed

EARTHMOVING UTILISATION TABLE FOR TO JAN 2019/2020:

| Asset No | Description | Location | Purchase Date | Age (yrs) | Current Hrs | Annual Av. Usage | Benchmark Annual Usage | % Usage | Hire Rate | YTD Recovery | YTD Costs | YTD Profit/Loss | % Profit/Loss | |
|-------------------------------|---------------------------------|----------|---------------|------------|-------------|------------------|------------------------|---------|-----------|-----------------|--------------------|--------------------|--------------------|------------|
| GRADERS | | | | | | | | | | | | | | |
| 11104-02 | Komatsu Grader | 43417C | CLERMONT | 3/05/2016 | 4 | 3,248 | 884 | 1,000 | 88% | \$38.33 | \$36,126.03 | \$28,252.00 | \$7,874.03 | 22% |
| 12102-02 | Komatsu Grader | 43416C | CLERMONT | 18/05/2016 | 4 | 3,181 | 876 | 1,000 | 88% | \$38.33 | \$36,126.03 | \$24,067.00 | \$12,059.03 | 33% |
| 12114-01 | Komatsu GD655 Grader | 29462C | DYSART | 30/06/2014 | 6 | 4,380 | 794 | 1,000 | 79% | \$38.33 | \$36,126.03 | \$18,941.00 | \$17,185.03 | 48% |
| 14108-02 | Komatsu GD655-5 Grader | 49956C | CLERMONT | 31/10/2016 | 3 | 2,964 | 933 | 1,000 | 93% | \$38.33 | \$36,126.03 | \$27,761.00 | \$8,365.03 | 23% |
| 16106-01 | Caterpillar 140M Grader | C81974 | NEBO | 30/06/2010 | 10 | 6,258 | 657 | 1,000 | 66% | \$38.33 | \$36,126.03 | \$31,936.00 | \$4,190.03 | 12% |
| 14116-01 | CAT 12MGC Grader | 19278C | CLERMONT | 30/06/2013 | 7 | 3,916 | 601 | 1,000 | 60% | \$38.33 | \$36,126.03 | \$16,337.00 | \$19,789.03 | 55% |
| 14110-01 | Caterpillar 140M Grader | C82186 | CLERMONT | 1/08/2010 | 9 | 6,928 | 734 | 1,000 | 73% | \$38.33 | \$36,126.03 | \$21,509.00 | \$14,617.03 | 40% |
| 14112-01 | Caterpillar 140M Grader | C91200 | ST LWRNC | 1/05/2011 | 9 | 7,301 | 841 | 1,000 | 84% | \$38.33 | \$36,126.03 | \$29,373.00 | \$6,753.03 | 19% |
| | | | | | | | | | | Averages | \$36,126.03 | \$24,772.00 | \$11,354.03 | 31% |
| LOADERS | | | | | | | | | | | | | | |
| 11109-01 | Case 521E Loader | C82871 | ST LWRNC | 11/08/2010 | 9 | 2,800 | 298 | 1,000 | 30% | \$15.55 | \$14,655.88 | \$1,450.00 | \$13,205.88 | 90% |
| 11114-01 | Komatsu W200-PZ Loader | 29460C | ST LWRNC | 26/08/2014 | 5 | 1,614 | 301 | 1,000 | 30% | \$15.55 | \$14,655.88 | \$2,623.00 | \$12,032.88 | 82% |
| 12115-01 | Komatsu WA200-PZ Front End Load | 29461C | DYSART | 30/06/2014 | 6 | 1,629 | 295 | 1,000 | 30% | \$15.55 | \$14,655.88 | \$613.00 | \$14,042.88 | 96% |
| 31000-00 | Komatsu WA430 | | Clermont | 21/03/2019 | 1 | 520 | 657 | 1,000 | 66% | \$15.55 | \$14,655.88 | \$21,298.00 | -\$6,642.13 | -45% |
| 16103-01 | Loader Caterpillar 950G | 549GWW | MORANBAH | 30/06/2001 | 19 | 7,356 | 397 | 1,000 | 40% | \$15.55 | \$14,655.88 | \$5,072.00 | \$9,583.88 | 65% |
| 15103-01 | Cat Loader 924G | C52589 | MORANBAH | 30/06/2006 | 14 | 8,618 | 637 | 1,000 | 64% | \$15.55 | \$14,655.88 | \$22,100.00 | -\$7,444.13 | -51% |
| 12116-01 | Komatsu WA70-7 Loader | 30351C | DYSART | 30/06/2014 | 6 | 1,049 | 190 | 500 | 38% | \$15.55 | \$14,655.88 | \$10,245.00 | \$4,410.88 | 30% |
| 13107-01 | Komatsu WA70-7 Loader | 30352C | MDDLMT | 1/11/2016 | 3 | 514 | 162 | 500 | 32% | \$15.55 | \$14,655.88 | \$1,368.00 | \$13,287.88 | 91% |
| | | | | | | | | | | Averages | \$14,655.88 | \$8,096.13 | \$6,559.75 | 45% |
| BACKHOES | | | | | | | | | | | | | | |
| CAT 432E Backhoe | C81975 | ST LWRNC | 1/08/2010 | 9 | 2,888 | 306 | 714 | 43% | \$12.24 | \$11,536.20 | \$2,597.00 | \$8,939.20 | 77% | |
| Komatsu WB97R Backhoe | 27248C | DYSART | 30/06/2014 | 6 | 1,496 | 271 | 714 | 38% | \$12.24 | \$11,536.20 | \$5,133.00 | \$6,403.20 | 56% | |
| New Holland LB90B Backhoe | C50187 | DYSART | 1/11/2006 | 13 | 2,095 | 159 | 714 | 22% | \$12.24 | \$11,536.20 | \$1,566.00 | \$9,970.20 | 86% | |
| Caterpillar Loader Wheel 962H | 00338C | CLERMONT | 30/06/2011 | 9 | 5,480 | 643 | 1,000 | 64% | \$15.55 | \$14,655.88 | \$15,155.00 | -\$499.13 | -3% | |
| JCB 5CX Backhoe | 37935C | CLERMONT | 29/09/2015 | 4 | 1,848 | 433 | 714 | 61% | \$12.24 | \$11,536.20 | \$2,090.00 | \$9,446.20 | 82% | |
| CAT 432E Backhoe | C81977 | NEBO | 1/07/2010 | 10 | 5,346 | 562 | 714 | 79% | \$12.24 | \$11,536.20 | \$4,831.00 | \$6,705.20 | 58% | |
| Backhoe JCB 3CX | C37975 | GLENDE | 1/07/2005 | 15 | 3,355 | 231 | 714 | 32% | \$12.24 | \$11,536.20 | \$800.00 | \$10,736.20 | 93% | |
| | | | | | | | | | | Averages | \$11,981.87 | \$4,596.00 | \$7,385.87 | 64% |
| JCB JZ140 Excavator | 63086C | ST LWRNC | 30/06/2017 | 3 | 525 | 209 | 1,000 | 21% | \$15.55 | \$14,655.88 | \$5,035.00 | \$9,620.88 | 66% | |
| Cat 816 Waste Compactor | 09138C | MORANBAH | 30/06/2009 | 11 | 3,487 | 331 | 1,000 | 33% | \$39.01 | \$36,766.93 | \$24,506.00 | \$12,260.93 | 33% | |
| | | | | | | | | | | Averages | \$17,295.41 | 7953.6 | \$9,341.81 | 63% |

GALILEE & BOWEN BASIN OPERATIONS

PREVIOUS MONTH'S ACHIEVEMENTS:

Proponents engaged

- Pembroke
 - Compensation Agreement
 - Continuing negotiations for Infrastructure Access Agreement – Meeting scheduled mid to late January between the parties
- Futura
 - Notifiable Road Use compensation agreement
 - The agreement presented by the proponent has been rejected with IRC legal representatives drafting an alternate response in accordance with the accepted principals
- BMA
 - Continued review of Red Hill Road Agreement – Meeting occurred to continue negotiations 10/02/2020
 - Maintenance was completed on Redhill Road
 - BMA have agreed to contribute towards damaged guardrail in the vicinity of the overpass on Peak Downs Mine Road
- Adani
 - Undertaking Infrastructure Access Agreement
 - Maintenance Works are continuing
 - Gregory Developmental Intersection has commenced
 - Awaiting design supporting evidence from Adani Mining
 - Construction on 3.15km upgrade for Bulliwallah Road will commence February 2020
 - Stakeholder engagement concerns with respect to adjacent land holders
- Peabody
 - Negotiation of Pipeline Mining Lease Compensation Agreement (Coppabella to Moorevale)

PREVIOUS MONTH'S ISSUES:

BMA – Peak Downs Mine Access Road

It has been identified that an area of recurring failure has failed again following the remediation works undertaken in 2018. The rate of subsidence has reduced significantly

Adani

There has been a number of activism events that have blocked mine access but have not impeded the public use of the Council Roads.

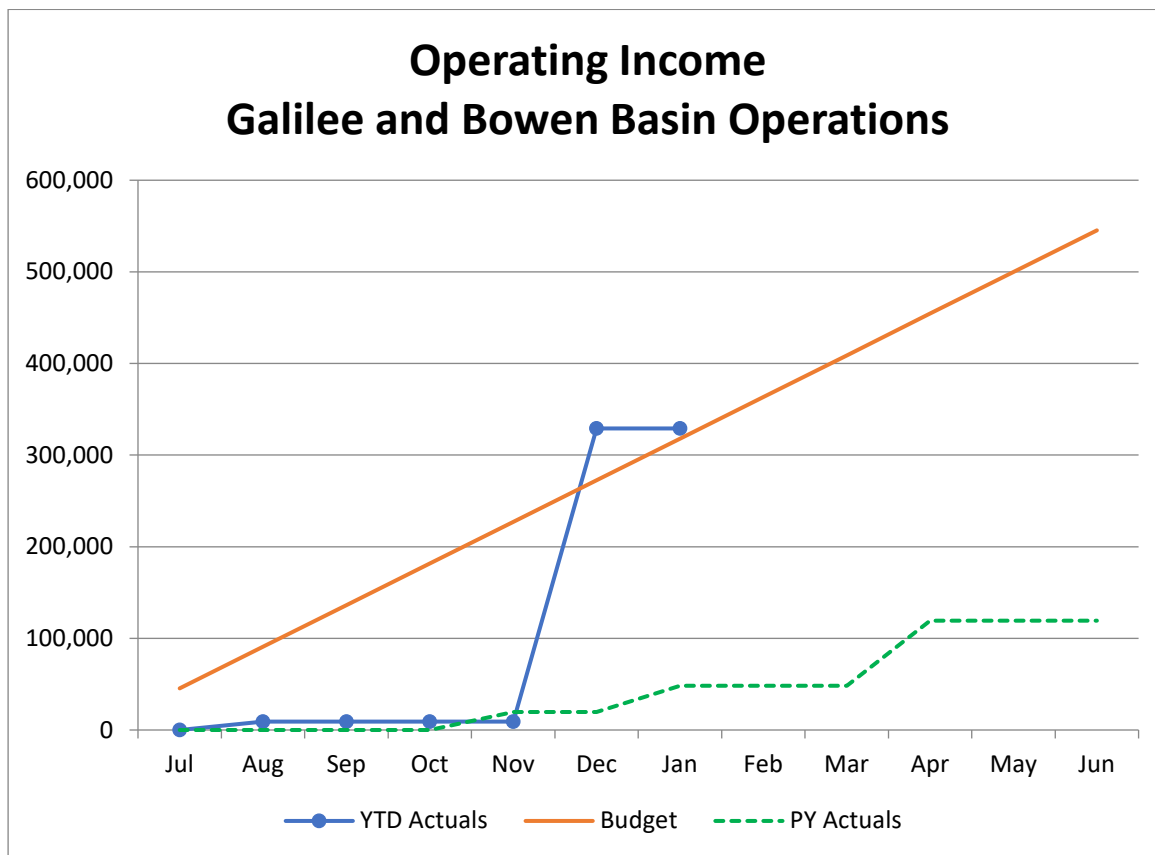
FINANCIAL REPORT:

Bowen Basin and Galilee Operations

Revenue

Revenue for Bowen Basin and Galilee Operations is showing an favourable variance YTD.

| | |
|-------------------------|-----------|
| YTD Income | \$329,100 |
| YTD Budgeted Income | \$318,074 |
| YTD Favourable Variance | \$ 11,026 |



Expenses

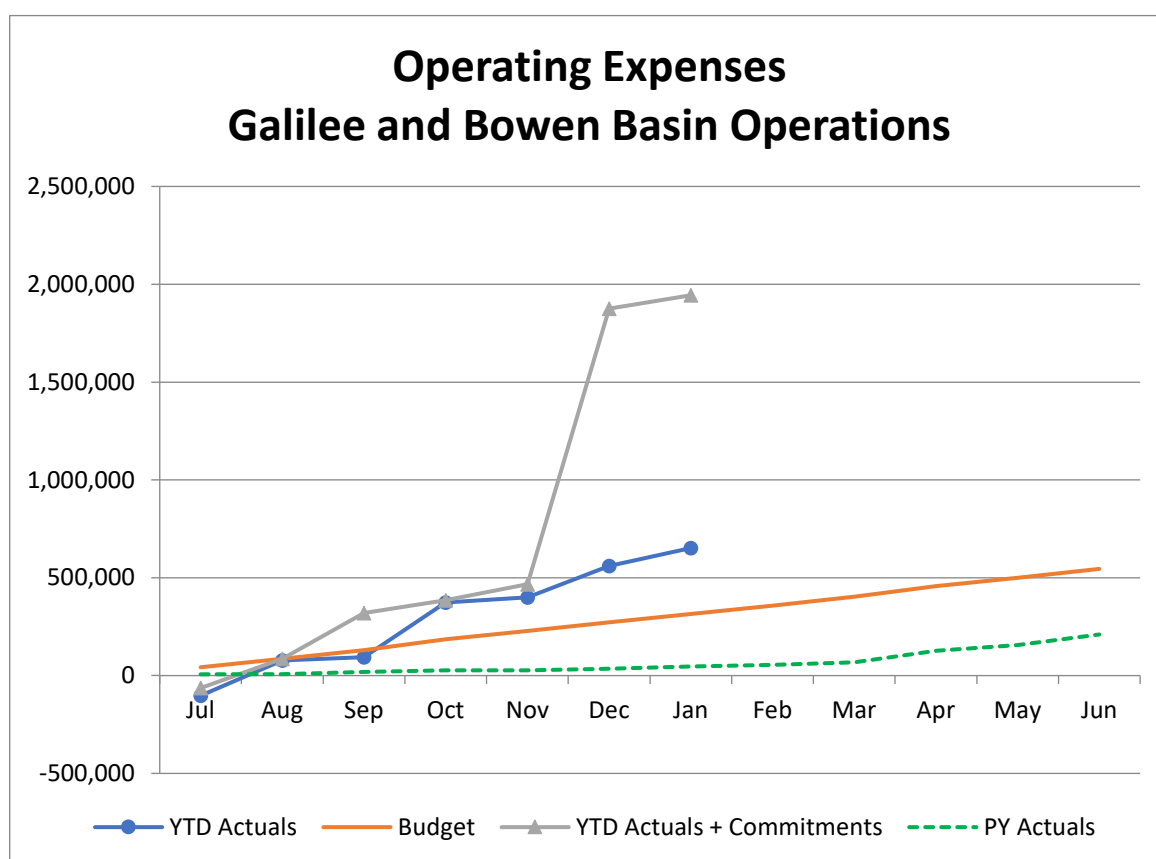
Employee expenses for YTD are showing a favourable variance.

| | |
|-----------------------|------------|
| YTD Employee Expenses | \$ 120,657 |
|-----------------------|------------|

| | |
|--------------------------------|------------|
| YTD Budgeted Employee Expenses | \$ 179,463 |
| YTD Favourable Variance | \$ 58,805 |

Materials & Services are also showing an unfavourable variance when comparing actuals to budget.

| | |
|---|--------------|
| YTD Material & Services | \$ 531,091 |
| YTD Material & Services Including Commitments | \$ 1,823,045 |
| YTD Budgeted Material & Services | \$ 135,784 |
| YTD Unfavourable Variance Excluding Commitments | \$ 395,307 |
| YTD Unfavourable Variance Including Commitments | \$ 1,687,261 |



DEVIATION FROM BUDGET AND POLICY

The Materials & Services including committed variance is as a result of the three year purchase order for Shepherd Services for the Engineering and infield support in accordance with the Infrastructure Access Agreement.

The Materials & Services actuals variance is as a result of an increase in Adani related activity in accordance with the Infrastructure Access Agreement and an increase in external legal services as a result of increased resource industry activity. These costs are expected to be reimbursed under either existing or negotiated agreements. This is reflected in the increase in income.

Adjustments will be made at BR2 to identify expected income and expenditure.

NEXT MONTH'S PROGRAM:

Continued negotiation with Pembroke

Negotiation of Compensation Agreement with Vitrinite

Monitoring and evaluation of Adani Maintenance Works and Stage 1 Infrastructure Works

Commencement of negotiations with Peabody

 Pipeline to Moorevale South Mine

 Compensation agreement for Pipeline from Coppabella to Millenium Mine

DEVELOPING INITIATIVES / ISSUES:

Engineering & Infrastructure and Corporate Governance & Financial Services are working together in the development of standard template agreements that will provide for more effective proponent engagement.

Adani have provided that the Council design standards for immunity are excessive and exceed the mine requirements. Council is awaiting further information to be provided by the mine to support the request for a relaxation in the flood immunity standards. One mitigating factor currently being considered is that a condition be placed on the road user that Flood Monitoring gauges be installed at each of the identified crossings, and these be linked to LED regulation road closure signage and Information signs installed at the Gregory Developmental Road Intersection.

CORPORATE PROPERTIES

PREVIOUS MONTH'S ACHIEVEMENTS:

The trades team have delivered a sizable portion of the Residential Renewals/Upgrade Capital Works program to date, with approx 40% completed. This is a great result considering the resource requirements that were put into the Miners Memorial Project early in the current financial year

The Corporate Properties, Maintenance and Leasing officers continue to provide great support where required and deal with a range of issues on a daily basis.

The apprentice Plumber and apprentice Electrician who have been seconded to an external contractor, continue to do well and are enjoying the level of experience that are receiving in a commercial environment, this arrangement is in place until the end of April 2020.

PREVIOUS MONTH'S ISSUES:

It has been a productive month for the Corporate Properties team, however, with three members of the trades team accepting other positions outside of Council, recruitment may be challenging in the current environment as the upturn has seen trades people in high demand.

Current PSA's that were in place at the beginning of the financial year have expired, this does not hamper service delivery, it does however create a longer procurement process to ensure we meet purchasing

policy compliance, please be patient whilst the PSA requirements are reviewed and new agreements are finalised.

FINANCIAL REPORT:

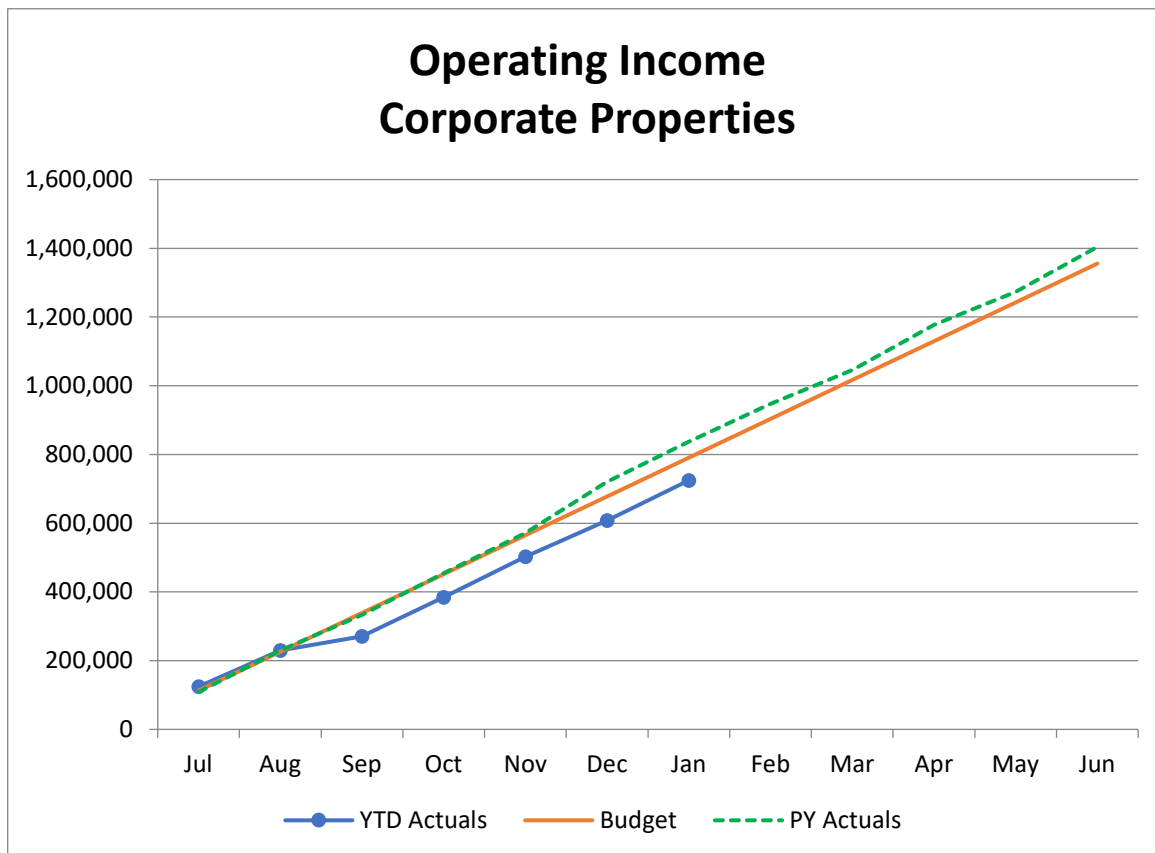
After a slower than expected start to the financial year, Corporate Properties Capital Delivery is gaining traction, carry over projects have been completed, and the new projects are planned and underway to schedule.

All 2018/19 CW projects to be closed out by the end of March 2020

Revenue

Revenue shows an Unfavourable variance.

| | |
|---------------------------|-----------|
| YTD Income | \$724,627 |
| YTD Budgeted Income | \$790,735 |
| YTD Unfavourable Variance | \$66,108 |

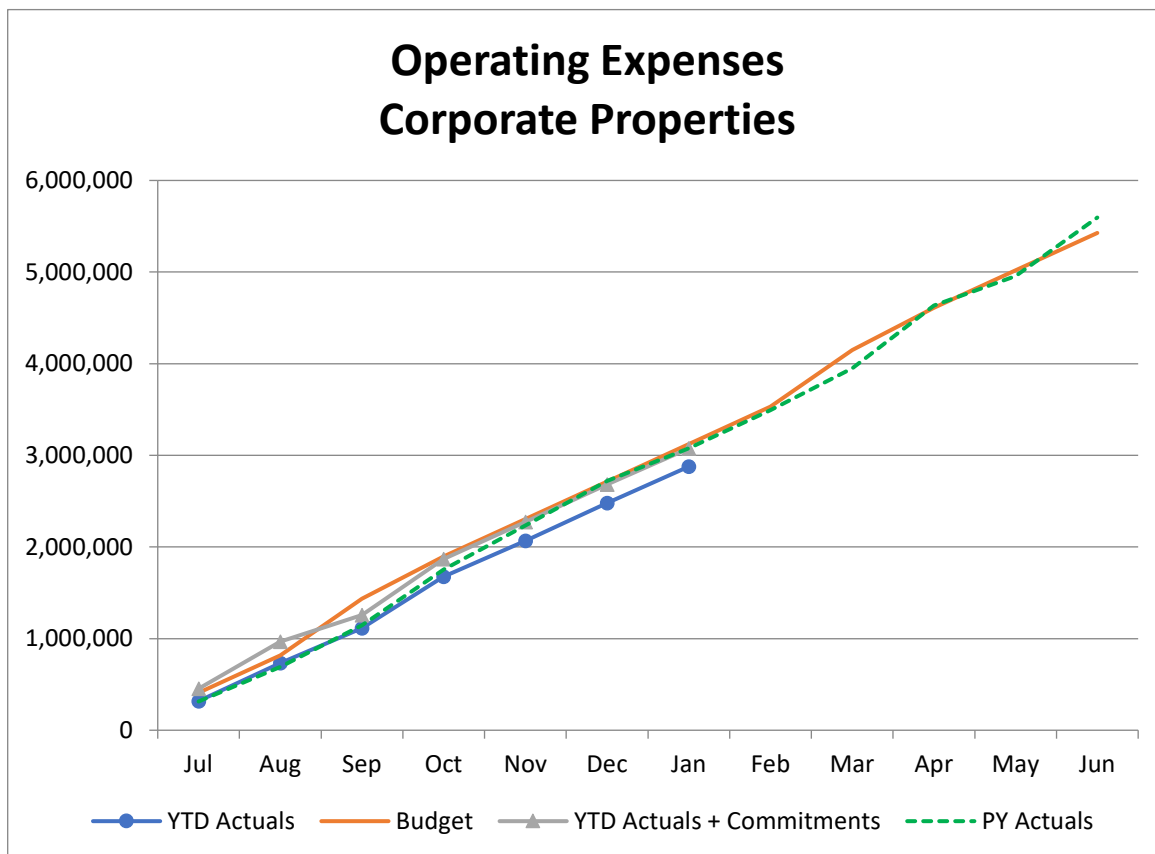


Employee expenses for YTD are showing a favourable variance.

| | |
|--------------------------------|------------|
| YTD Employee Expenses | \$ 674,197 |
| YTD Budgeted Employee Expenses | \$ 791,032 |
| YTD Favourable Variance | \$ 116,835 |

Materials & Services are showing a favourable variance when comparing actuals to budget.

| | |
|---|--------------|
| YTD Material & Services | \$ 887,734 |
| YTD Material & Services Including Commitments | \$ 1,085,661 |
| YTD Budgeted Material & Services | \$ 971,718 |
| YTD Favourable Variance Excluding Commitments | \$ 83,984 |
| YTD Unfavourable Variance Including Commitments | \$ 113,943 |



DEVIATION FROM BUDGET AND POLICY:

No major deviations or exceptions to report.

OPERATIONAL PLAN / BUSINESS PLAN – EXCEPTION REPORTING:

| Strategy (i.e. C5) | Service Area | Description | Highlight/Exception, including explanation |
|--------------------|------------------------|-------------|---|
| | All AOP & ODP projects | | With what could be classed as unprecedented Director support, the housing strategy has been formulated. |

NEXT MONTH'S PROGRAM:

Key focuses for this period will be the continuation and completion of many maintenance programs as well finalising the planning and continuing with the delivery of the capital works program for 2019/20.

Key Capital Projects include:

- Clermont residential
- Moranbah residential
- Facilities compliance

DEVELOPING INITIATIVES / ISSUES:

Corporate Properties are currently filling 6 vacant roles and hope to have this finalised by March 2020, subject to suitable applications being received

It is envisaged that all proposed external contract works for Corporate Properties Capital projects will have RFQ/RFT posted by the end of March 2020. At this stage the team is confident of delivering 100% of capital works by June 30 2020 with zero carry overs

Organisation Development Plan or Capital Projects Scheduled to Commence During Next Month

| Project Name/ Description | Start Date | Scheduled End Date | Status Update |
|--|------------|--------------------|---|
| AOP & ODP – Deliverables | | | |
| As per comments reported in below table | | | |
| Capital Projects | | | |
| Project Name/ Description | Start Date | Scheduled End Date | Status Update |
| Regional residential program- Moranbah Structural assessments, 6 Powerhouse lane Clermont, 3 Hannah, Dysart, 24 Mary Street Nebo, 50 Utah Drive and 26 Norton, Moranbah. | July 10th | Multiple dates | Project planning complete Site works have commenced in various locations |

| | | | |
|----------------------------------|---------|--------|---|
| MBH – Miners Memorial | July 17 | Nov 19 | Completed |
| Electrical and access compliance | July 19 | Feb 20 | Regional- on going |
| 40 Lime street demolition | Aug 19 | Nov 19 | RFQ Completed – to be awarded Feb/Mar 2020 |
| MMT Fatigue | July 19 | Nov 19 | Planning underway |

Report authorised by:

PATRICK MOORE

Director Engineering and Infrastructure

Date: 3 February 2020

ATTACHMENTS

- NIL