

# NOTICE OF MEETING

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Dear Committee Members

You are requested to attend the following meeting of Council.

## **PLANNING, ENVIRONMENT AND COMMUNITY SERVICES STANDING COMMITTEE MEETING OF ISAAC REGIONAL COUNCIL**

**TO BE HELD ON  
TUESDAY, 9 FEBRUARY 2021  
COMMENCING AT 9.00AM  
COUNCIL CHAMBERS, MORANBAH**

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### **GARY STEVENSON PSM**

Chief Executive Officer

### **JEFF STEWART-HARRIS**

Committee Officer

Director Planning, Environment and  
Community Services

### **Committee Members:**

Cr Kelly Vea Vea (Chair)

Mayor Anne Baker

Cr Gina Lacey

Cr Jane Pickels

Cr Viv Coleman

## LOCAL GOVERNMENT ACT 2009

### Local Government Regulation 2012

#### Chapter 8, Part 2 Local Government Meetings and Committees

#### Division 1A, Requirements for Local Government Meetings Generally

#### Section 254J Closed meetings

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—
  - (a) the appointment, discipline or dismissal of the chief executive officer;
  - (b) industrial matters affecting employees;
  - (c) the local government's budget;
  - (d) rating concessions;
  - (e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;
  - (f) matters that may directly affect the health and safety of an individual or a group of individuals;
  - (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;
  - (h) negotiations relating to the taking of land by the local government under the [Acquisition of Land Act 1967](#);
  - (i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.
- (4) However, a local government or a committee of a local government must not resolve that a part of a local government meeting at which a decision mentioned in [section 150ER\(2\)](#), [150ES\(3\)](#) or [150EU\(2\)](#) of the [Act](#) will be considered, discussed, voted on or made be closed.
- (5) A resolution that a local government meeting be closed must—
  - (a) state the matter mentioned in subsection (3) that is to be discussed; and
  - (b) include an overview of what is to be discussed while the meeting is closed.
- (6) A local government or a committee of a local government must not make a resolution (other than a procedural resolution) in a local government meeting, or a part of a local government meeting, that is closed.

#### Conflict of Interest Obligations

Reference is made to Section 150EL of the Local Government Act 2009. Specifically, the obligation of Councillors when they first become aware they have a conflict of interest to make the Chief Executive Officer aware in writing or if in a meeting, ensure they declare immediately.

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**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**

**STANDING COMMITTEE MEETING**

**OF ISAAC REGIONAL COUNCIL**

**TO BE HELD ON**

**TUESDAY 9 FEBRUARY 2021**

**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

Planning, Environment and Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, commencing 9.00am on Tuesday, 1 December 2020.

## 5. OFFICER REPORTS

### 5.1 SURRENDER OF DEED OF TITLE – LOTS 14 AND 15 ON PSL1391 – ST LAWRENCE

#### EXECUTIVE SUMMARY

Lots 14 and 15 on PSL 1391 are located at the St Lawrence Port and are now permanently inundated by sea water due to coastal erosion. The former Department of Natural Resources, Mines and Energy (now Department of Resources) is seeking Council's agreement to surrender the Deeds of Grant over these lots.

### 5.2 LAND USE AND TENURE OF LOT 2 ON SP203779 LOCATED AT 20 CONNORS STREET DYSART

#### EXECUTIVE SUMMARY

The former Department of Natural Resources, Mines and Energy (now Department of Resources) has sought Council's comments regarding its investigations as to the most appropriate use and tenure assessment of Lot 2 on SP203779 which is controlled by the State.

This report's position is that the most suitable use of this unserviced lot is for it to be offered to the adjoining landowners to amalgamate with their respective properties. The adjoining landowners are already partially occupying the site.

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## **5.3 LAND USE AND TENURE OF LOT 3 ON SP203779 LOCATED AT 14 CONNORS STREET DYSART**

### **EXECUTIVE SUMMARY**

The Department of Resources seeks Council's comments regarding their investigations as to the most appropriate use and tenure assessment of Lot 3 on SP203779 which is controlled by the State. This report supports the position that the site be acquired by Council as a reserve for Local Government Purposes, to enable the Community Facilities Section to facilitate services at a central location within Dysart.

## **5.4 CLERMONT HISTORICAL CENTRE JANUARY 2021 OPERATIONS**

### **EXECUTIVE SUMMARY**

This report updates Council on the outcome of changes to seasonal closure arrangements at the Clermont Historical Centre during the school holidays in January 2021.

## **5.5 COMMUNITY TENURE AND FACILITIES ADVISORY COMMITTEE MINUTES – 8 DECEMBER 2020**

### **EXECUTIVE SUMMARY**

The purpose of this report is to present to Council the minutes of the Community Tenure and Facilities Advisory Committee Meeting held on Tuesday, 8 December 2020.

## **5.6 PLANNING ENVIRONMENT AND COMMUNITY SERVICES – FOR CONSIDERATION FOR INCLUSION IN THE LOCAL ROADS AND COMMUNITY INFRASTRUCTURE GRANT AND THE BUILDING BETTER REGIONS FUND (ROUND 5)**

### **EXECUTIVE SUMMARY**

This report identifies a number of candidate projects from the Planning Environment and Community Services Directorate for Council's consideration for submission to the Local Roads and Community Infrastructure Grant funding and the Building Better Regions Fund (Round 5).

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## 5.7 ADOPTION OF ISAAC REGIONAL PLANNING SCHEME 2021

### EXECUTIVE SUMMARY

This report seeks Council's approval to adopt and gazette the *Isaac Regional Planning Scheme 2021* (incorporating the Draft Local Government Infrastructure Plan and Planning Scheme Policies), along with the associated *Isaac Regional Council Charges Resolution (No. 3) 2021*, in accordance with the *Planning Act 2016*. A Council resolution is also required under the *Building Act 1975* to enable planning provisions to be applied to Building Work when being undertaken on land identified in the Bush Fire Hazard and Flood Hazard Overlays of the Planning Scheme.

## 6. INFORMATION BULLETINS

### 6.1 PLANNING, ENVIRONMENT AND COMMUNITY SERVICES INFORMATION BULLETIN – FEBRUARY 2021

### EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for February 2021 is provided for Committee review.

## 7. GENERAL BUSINESS

## 8. CONCLUSION



# UNCONFIRMED MINUTES

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PLANNING, ENVIRONMENT AND COMMUNITY SERVICES  
STANDING COMMITTEE MEETING OF  
**ISAAC REGIONAL COUNCIL**

HELD ON  
**TUESDAY, 1 DECEMBER 2020**

**COMMENCING AT 9.00AM**

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**ISAAC REGIONAL COUNCIL**  
**UNCONFIRMED MINUTES OF THE**  
**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 1 DECEMBER 2020**

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**ISAAC REGIONAL COUNCIL**  
**UNCONFIRMED MINUTES OF THE**  
**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 1 DECEMBER 2020 COMMENCING AT 9.00AM**

**ATTENDEES**

Cr Kelly Vevea, Division Five (Chair)  
Cr Gina Lacey, Division Three  
Cr Jane Pickels, Division Seven  
Cr Viv Coleman, Division Eight  
Cr Sandy Moffat, Division Two (Observer)

**OFFICERS PRESENT**

Mr Jeff Stewart-Harris, Director Planning, Environment and Community Services  
Mr Shane Brandenburg, Manager Economy and Prosperity  
Ms Nishu Ellawala, Manager Community Education and Compliance  
Mr Dan Wagner, Manager Liveability and Sustainability  
Mr Jim Hutchinson, Manager Engaged Communities  
Mr Bruce Wright, Manager Community Facilities  
Mrs Jacki Scott, Manager Strategic and Business Development  
Mr Mark Davey, Capital and Program Project Manager  
Ms Carenda Jenkin, Senior Communications Officer  
Mrs Tricia Hughes, Coordinator Executive Support  
Ms Barbara Franklin, Executive Coordinator, Planning, Environment and Community Services

**1. OPENING**

The Chair declared the meeting open at 9.00am and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

## 2. APOLOGIES

The Planning, Environment and Community Services Standing Committee received an apology from Mayor Anne Baker.

**Resolution No.:** PECS0587

**Moved:** Cr Lacey

**Seconded:** Cr Pickels

**That the Planning, Environment and Community Services Standing Committee accepts the apology received from Mayor Anne Baker.**

**Carried**

## 3. DECLARATION OF CONFLICTS OF INTEREST

### PRESCRIBED CONFLICT OF INTEREST

Cr Jane Pickels declared a prescribed conflict of interest for Report 5.8 Major Grant Application Middlemount Community Sports Association as she is a member of the Middlemount Community Sports Association Committee.

### *NOTE:*

*Council acknowledges that Chapter 5B Councillors' Conflicts of Interest of the Local Government Act 2009 does not apply to a Councillor if the matter to be resolved relates to a corporation or association that arises solely because of a nomination or appointment of the councillor by the local government to be a member of the board of the corporation or association.*

## 4. CONFIRMATION OF MINUTES

Confirmation of minutes from Planning, Environment and Community Services Standing Committee Meeting held at the Council Chambers, Moranbah on Tuesday 3 November 2020.

Resolution No.: PECS0588

Moved: Cr Pickels

Seconded: Cr Coleman

That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah on Tuesday 3 November 2020 are confirmed.

Carried

## 5. OFFICERS REPORTS

### 5.1 Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee - Minutes 2 November 2020

#### EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee Meeting held on Monday, 2 November 2020.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. *Receives and notes the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 2 November 2020; and*
2. *Adopts the recommendations of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 2 November 2020, in particular, that Council;*
  - i. *Notes the resignation of Mrs Andrea Moller and requests that Clermont Rodeo and Show Society nominate a replacement to be a Committee member for the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee.*
  - ii. *Acknowledges its appreciation for and thanked Mrs Moller for her contribution to the role she has played in the development of the Clermont Saleyards and Showgrounds Revitalisation Project Master plan and ensuing its delivery.*
  - iii. *Receives and notes the status of the current projects that are in progress at the Clermont Saleyards and Showgrounds.*

- iv. Receives and notes the report and endorses the fifth and final project to be included in the Stage 2 project listing in Council's 2020 advocacy program comprising a total value of \$2.95million, in line with the Master Plan to be;**
- v. Pavilion Refurbishment (to create all weather, airconditioned multiple user space for private, community, industry and government events and functions) with design taking into account the future new entrance and the carpark, and to create connection and outlook into the arena area.**
- vi. Requests that should successful funding outcomes be achieved for Stage 2 of the Clermont Saleyards and Showground Revitalisation Project Master Plan; the former working group be re-established to engage with Council officers in the development of the scope for the final design brief for each of the projects.**
- vii. Request that the design for the new rodeo/saleyards area incorporate the option for that area to be roofed in the future.**

**Resolution No.:** PECS0589

**Moved:** Cr Lacey

**Seconded:** Cr Coleman

**That the Committee recommends that Council:**

- 1. Receives and notes the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 2 November 2020; and**
- 2. Adopts the recommendations of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 2 November 2020, in particular, that Council;**
  - i. Notes the resignation of Mrs Andrea Moller and requests that Clermont Rodeo and Show Society nominate a replacement to be a Committee member for the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee.**
  - ii. Acknowledges its appreciation for and thanked Mrs Moller for her contribution to the role she has played in the development of the Clermont Saleyards and Showgrounds Revitalisation Project Master plan and ensuing its delivery.**
  - iii. Receives and notes the status of the current projects that are in progress at the Clermont Saleyards and Showgrounds.**
  - iv. Receives and notes the report and endorses the fifth and final project to be included in the Stage 2 project listing in Council's 2020 advocacy program comprising a total value of \$2.95million, in line with the Master Plan to be;**

- a. **Pavilion Refurbishment (to create all weather, airconditioned multiple user space for private, community, industry and government events and functions) with design taking into account the future new entrance and the carpark, and to create connection and outlook into the arena area.**
- v. **Requests that should successful funding outcomes be achieved for Stage 2 of the Clermont Saleyards and Showground Revitalisation Project Master Plan; the former working group be re-established to engage with Council officers in the development of the scope for the final design brief for each of the projects.**
- vi. **Request that the design for the new rodeo/saleyards area incorporate the option for that area to be roofed in the future.**

Carried

## 5.2

### Moranbah Miners Memorial Spring Carnival Race Day

#### EXECUTIVE SUMMARY

The purpose of this report is to inform the Committee of the outcomes of Economy and Prosperity Department's involvement in the 2020 Moranbah Miners Memorial Spring Carnival Race Day sponsored by Isaac Regional Council.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. **Receives and notes the report on Council's role in the 2020 Moranbah Miners Memorial Spring Carnival Race Day.**

Resolution No.: PECS0590

Moved: Cr Coleman

Seconded: Cr Pickels

**That the Committee recommends that Council:**

1. **Receives and notes the report on Council's role in the 2020 Moranbah Miners Memorial Spring Carnival Race Day.**

Carried

## 5.3

### Middlemount Rodeo Association Incorporated Tenure Arrangement

#### EXECUTIVE SUMMARY

The purpose of this report is to consider tenure arrangements for the Middlemount Rodeo Association Incorporated for the use of Lot 5 on RP614391, 6223 Middlemount Road, Middlemount, Queensland 4746.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. **Approves to enter into a ten-year lease agreement with the Middlemount Rodeo Association Incorporated for the use of land at Lot 5 on RP614391, 6223 Middlemount Road, Middlemount, Queensland 4746, a total of 191,911m2.**
  - a. **Lease fees to be charged in accordance with Tenures Policy for Council Owned and/or Controlled Facilities. Size of lease area > 50,000 m2 annual rent/usage fee \$900.00 ex GST.**
  - b. **All outgoings will be at the expense of the Trustee Lessee**
    - i. **Rates**
    - ii. **Electricity**
    - iii. **Telephone/Internet**
    - iv. **Water**
    - v. **Cleaning**
    - vi. **Garbage/Waste**
    - vii. **Repairs and Maintenance; and**
    - viii. **Other outgoings as detailed in the In-Principle Agreement**
2. **Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.**

Resolution No.: PECS0591

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee recommends that Council:

1. **Approves in principle support subject to clarification of clauses required for;**
  - **Appropriate maintenance of the amenity of the site;**
  - **Caretaker accommodation and standards;**

Enter into a ten-year lease agreement with the Middlemount Rodeo Association Incorporated for the use of land at Lot 5 on RP614391, 6223 Middlemount Road, Middlemount, Queensland 4746, a total of 191,911m2.

- a. Lease fees to be charged in accordance with Tenures Policy for Council Owned and/or Controlled Facilities. Size of lease area > 50,000 m2 annual rent/usage fee \$900.00 ex GST.
  - b. All outgoings will be at the expense of the Trustee Lessee
    - i. Rates
    - ii. Electricity
    - iii. Telephone/Internet
    - iv. Water
    - v. Cleaning
    - vi. Garbage/Waste
    - vii. Repairs and Maintenance; and
    - viii. Other outgoings as detailed in the In-Principle Agreement
2. Requests a further report be presented at the Community Tenure and Facilities Advisory Committee Meeting to develop standard clauses regarding maintenance and caretaker arrangements scheduled for early in 2021.

Carried

## 5.4

### Community Education and Compliance Policy

#### EXECUTIVE SUMMARY

This report outlines the proposed Community Education and Compliance Policy (this Policy) for Council adoption.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. *Adopts the Community Education and Compliance Policy (PECS-POL-113).*

Resolution No.: PECS0592

Moved: Cr Lacey

Seconded: Cr Coleman

That the Committee recommends that Council:

1. **Adopts the Community Education and Compliance Policy (PECS-POL-113).**

**Carried**

## **5.5 Compliance Strategy for the Food Act 2006**

### **EXECUTIVE SUMMARY**

This report outlines the proposed Community Education and Compliance Strategy for the *Food Act 2006* for Council adoption.

### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

1. ***Adopts the Community Education and Compliance Strategy for the Food Act 2006 (PECS-MISC-115).***

Resolution No.: PECS0593

Moved: Cr Pickels

Seconded: Cr Coleman

That the Committee recommends that Council:

1. **Adopts the Community Education and Compliance Strategy for the *Food Act 2006* (PECS-MISC-115).**

**Carried**

## **5.6 Nebo Showgrounds Master Plan Engagement Proposal**

### **EXECUTIVE SUMMARY**

The purpose of this report is to inform the Council of the engagement proposal for the delivery of the Nebo Showgrounds Master Plan.



## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Receives and notes the Project Brief for community engagement for and the delivery of the Nebo Showgrounds Master Plan.*

**Resolution No.: PECS0594**

**Moved: Cr Coleman**

**Seconded: Cr Coleman**

**That the Committee recommends that Council:**

- 1. Receives and notes the Project Brief for community engagement for and the delivery of the Nebo Showgrounds Master Plan.**

**Carried**

### **PROCEDURAL MOTION:**

**Resolution No.: PECS0595**

**Moved: Cr Coleman**

**Seconded: Cr Lacey**

**That Council adjourn the meeting for Morning Tea at 10.03am.**

**Carried**

### **PROCEDURAL MOTION:**

**Resolution No.: PECS0596**

**Moved: Cr Pickels**

**Seconded: Cr Lacey**

**That Council resume the meeting at 10.10am.**

**Carried**

**5.7**

## **Greg Cruickshank Aquatic Centre Water Park Status**

### **EXECUTIVE SUMMARY**

The Greg Cruickshank Aquatic Centre water park has been closed as a consequence of safety and maintenance requirements. This report provides Council with an overview of the current status of the water park and a proposed pathway to providing a fit for purpose, logical and more sustainable solution to the provision of children's facilities at the Greg Cruickshank Aquatic Centre.

### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

- 1. Receives and notes the report on the current status of the Greg Cruickshank Aquatic Centre water park.*
- 2. Endorses the proposed forward planning to investigate a more sustainable and fit for purpose option to provide a safe and enjoyable aquatic environment for children*

**Resolution No.: PECS0597**

**Moved: Cr Pickels**

**Seconded: Cr Lacey**

**That the Committee recommends that Council:**

- 1. Receives and notes the report on the current status of the Greg Cruickshank Aquatic Centre water park.**
- 2. Endorses the proposed forward planning to investigate a more sustainable and fit for purpose option to provide a safe and enjoyable aquatic environment for children**

**Carried**

### **PRESCRIBED CONFLICT OF INTEREST**

Cr Jane Pickels declared a prescribed conflict of interest for Report 5.8 Major Grant Application Middlemount Community Sports Association as she is a member of the Middlemount Community Sports Association Committee. Cr Pickels left the meeting at 10.15am and did not participate in the discussion or vote on Report 5.8.

## 5.8

### Major Grant Application Middlemount Community Sports Association

#### EXECUTIVE SUMMARY

This report seeks Council's approval to provide a major grant of \$5,000 to the Middlemount Community Sports Association.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- Approves the major grant application from Middlemount Community Sports Association to the value of \$5,000 (excluding GST) from the Division 7 Community Grants Operational Budget to deliver improvements to the tennis clubhouse building.**

Resolution No.: PECS0598

Moved: Cr Coleman

Seconded: Cr Lacey

That the Committee recommends that Council:

- Approves the major grant application from Middlemount Community Sports Association to the value of \$5,000 (excluding GST) from the Division 7 Community Grants Operational Budget to deliver improvements to the tennis clubhouse building.**

**Carried**

#### ATTENDANCE

Cr Jane Pickels returned to the meeting at 10.17am.

## 5.9

### MCU20/0002 Application for Material Change of Use (Development Permit) Motor Vehicle Workshop and Works Camp (7 bed) at 160 Walshs Road, Nebo, Described as Lot 63 on WHS19

#### EXECUTIVE SUMMARY

On 27 February 2020, Council received an application from Darren James Russell C/- Planning and Environmental Consulting for a Material Change of Use (development permit) Motor Vehicle Workshop and Works Camp (7 bed) at 160 Walshs Road, Nebo, described as Lot 63 on WHS19. On 26 May 2020 the applicant provided an amended Development Application Form 1 confirming they had changed consultants to Veris.

Council's Liveability and Sustainability department has managed the assessment process for the development application and makes recommendation to Council for a decision on the matter by way of this report. The application has been assessed in accordance with the Planning Act 2016.

## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Approve the development permit for Motor vehicle Workshop and Works Camp (7 bed) subject to the following conditions;**

### **A. ASSESSMENT MANAGER CONDITIONS**

#### **1. PREMISES**

- 1.1. Approval is granted for the Material change of use for Motor Vehicle Workshop and Works Camp (7 bed) at 160 Walshs Road, Nebo, legally described as Lot 63 on WHS19.**
- 1.2. The development of the premises must comply with the provisions of Council's Local Laws, policies and planning scheme to the extent they have not been varied by this approval.**
- 1.3. The development must be generally in accordance with the following plan except where modified by the attached conditions:**
  - **Location Plan, Drawing No. SK-001, Rev. 2, dated 19 December 2019, prepared by design + architecture.**
  - **Site Plan, Drawing No. SK-002, Rev. 2, dated 19 December 2019, prepared by design + architecture.**
  - **Site Plan, Drawing No. SK-003, Rev. 2, dated 19 December 2019, prepared by design + architecture.**
  - **Site Plan, Drawing No. SK-004, Rev. 2, dated 19 December 2019, prepared by design + architecture.**

#### **2. GENERAL**

- 2.1. Costs of all development works including any necessary alteration, relocation of services, public utility mains or installations must be met by the developer. The developer is responsible to accurately locate all existing services before any development works commence to satisfy this condition.**
- 2.2. If required, all utility service connections are to be wholly contained within the Lot they are servicing, unless contained within an appropriate easement.**
- 2.3. The Applicant must conduct the development implementation in accordance with this approval to ensure no transmission or spreading of declared weeds or pests.**
- 2.4. All private sanitary drainage and water supply works which require Council's permit and private stormwater drainage works must be carried out in strict accordance with AS/NZS 3500,**

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***Plumbing and Drainage Act 2002 and Plumbing and Drainage Regulations to the complete satisfaction of the Plumbing and Drainage Inspector.***

- 2.5. Any damage which is caused to Council's infrastructure as a result of the proposed development must be repaired immediately to Council's satisfaction and at no cost to Council.***
- 2.6. The applicant is required to ensure all building and structures obtain relevant building approvals.***

### **3. CONSTRUCTION ACTIVITY AND NOISE**

- 3.1. Any construction activity and associated noise must be limited during the construction of the proposed development to the hours of 7:00am to 6:00pm Monday to Sunday, with no work to occur on public holidays.***
- 3.2. It is the Applicant's responsibility to ensure compliance with the Environmental Protection Act 1994, which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour, noise or smoke beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.***

### **4. STORMWATER DRAINAGE**

- 4.1. All stormwater drainage works must be designed and constructed in accordance with the Capricorn Municipal Development Guidelines (CMDG), Australian Standards, and best practice guidelines (approved by Council).***
- 4.2. Discharge of stormwater from the developed area is to be controlled and managed within the site so as to cause no ponding on adjoining properties.***

### **5. PROVISION OF UTILITIES**

- 5.1. Adequate electricity and telecommunication services must be available to the premises for the proposed use.***

### **6. WATER SUPPLY – POTABLE AND FIRE FIGHTING**

- 6.1. The development must have adequate potable water supply at all times.***
- 6.2. The Applicant must provide evidence that adequate potable water supply is available now and into the future within the development.***

### **7. ON-SITE SEWERAGE TREATMENT AND DISPOSAL**

- 7.1. All sewage generated from the development must be treated and disposed of using on-site methods. The on-site treatment and disposal must comply with AS1547:2012 On-Site Domestic Wastewater Management and the Queensland Plumbing and Wastewater Code 2011.***
- 7.2. Plans and details of the existing on-site treatment and disposal systems are to be the subject of a Plumbing and Drainage application which must be submitted to Council for approval within 3 months from the date of this decision. The system must be designed in compliance with a "Site and Soil Evaluation Report", which is to be undertaken by a suitably qualified and***

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*experienced geotechnical engineer and submitted as part of the application for a Development Permit for Plumbing and Drainage Works.*

## **8. EARTHWORKS (INCLUDING EROSION & SEDIMENT CONTROL)**

- 8.1. *If earthworks are required as part of the proposed development, all works must be designed and constructed in accordance with the Capricorn Municipal Design Guidelines (CMDG), Australian Standards, best practice guidelines.***
- 8.2. *Prepare an Erosion and Sediment Control Plan (ESCP) for site disturbance greater than 250m<sup>2</sup> and submit to Council as part of Operational Works application.***

## **9. ROADWORKS/ACCESS**

- 9.1. *A development permit for Operational Works (road works) must be obtained prior to the commencement of any use on the site. The operational works application is to be submitted within 3 months of the date of the decision approving the development.***
- 9.2. *All works must be designed and certified by a Registered Professional Engineer Queensland and be constructed in accordance with the CMDG and relevant Australian Standards.***
- 9.3. *Walshs Road must be upgraded to an 8metre wide gravel surface pavement and formation from the intersection with Peak Downs Highway to the western property boundary of the subject site.***
- 9.4. *The geometric design of all through road elements must be based on a minimum design speed of 80kph***
- 9.5. *All road signage must be in accordance with the Manual of Uniform Control Devices.***

## **10. DEVELOPMENT STANDARDS – CAR PARKING and TRAFFIC**

- 10.1. *Provide a defined carparking area to accommodate a minimum of eleven (11) car parking spaces (7 spaces for the Works Camp, 3 for the Motor Vehicle Workshop and 1 disabled parking space).***
- 10.2. *All car parking spaces must be designed and laid out in accordance with AS 2890.1: Part 1: Off-street car parking. All disabled parking spaces must be designed and laid out in accordance with AS2890.6: Part 6: Off-street parking for people with disabilities. Signage or other appropriate marking shall be established to indicate the car parking areas on site. Council will accept a durable all weather surface for the carparking area and access driveway.***

## **11. WORKS CAMP**

- 11.1. *This approval allows for seven (7) rooms within the works camp as part of the proposed development.***
- 11.2. *The works camp must cease the use within three (3) years of the decision date of this approval; or when the motor vehicle workshop use ceases, whatever instance comes first. The applicant must notify Council within fourteen (14) days of the use ceasing.***

**11.3. The works camp must be removed from site within three (3) months of ceasing the use. An application for building works (demotion) is required to be lodged prior to the removal of the buildings.**

## **12. FURTHER WORKS and DOCUMENTATION – APPROVAL**

**12.1. The design and construction of all works associated with the proposal and which will revert to Council shall be supervised and certified by a Registered Professional Engineer Queensland (RPEQ).**

**12.2. In the case of any works that are to revert to Council, an Engineer's Certificate of Construction and As Constructed Certification is to be submitted by a Registered Professional Engineer of Queensland verifying that all works have been carried out in accordance with the Council approved drawings, approval conditions and associated specifications.**

## **13. OPERATING PROCEDURES**

**13.1. All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted in any road reserve.**

**13.2. Cleaning of plant equipment and vehicles must be carried out in a suitably designed area and where wastewater can be contained so as not to cause contaminants to be released into waterways or overland flow paths.**

**13.3. All waste storage areas must be kept in a clean, tidy condition in accordance with Environmental Protection (Waste Management) Regulations.**

**13.4. All waste generated in carrying out the activities associated with the proposed development must be reused, recycled or lawfully disposed of off-site by licensed contractors.**

## **14. ENVIRONMENTAL HEALTH**

**14.1. Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with Australian Standard AS4282 "Control of the obtrusive effects of outdoor lighting".**

**14.2. Noise emitted from the activity must not cause an environmental nuisance.**

**14.3. Operations on the development site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, noise or dust.**

**14.4. When requested by Council, nuisance monitoring must be undertaken and recorded within three (3) months, to investigate any genuine complaint of nuisance caused by noise, light or dust. An analysis of the monitoring data and a report, including nuisance mitigation measures, must be provided to Council within fourteen (14) days of the completion of the investigation.**

## 15. INFRASTRUCTURE CHARGES

15.1. *Infrastructure Charges for transport must be paid to Council prior commencement of use as indicated in the Infrastructure Charge Notice (ICN) at the rate applicable at the time of payment in accordance with Isaac Regional Council Charges Resolution (No. 2) 2018.*

## 16. COMPLIANCE

16.1. *The applicant must demonstrate compliance with the conditions of this approval within six (6) months of the approval taking effect, or as varied by each condition in this approval.*

16.2. *The relevant period of six (6) years stated in Section 85 Planning Act 2016 shall apply in this instance, except with respect to the Works camp which has a currency period of 3 years from the date of the decision approving the development.*

## B. ASSESSMENT MANAGER'S ADVICE

1. *Prior to commencement of use and during operation, Council may conduct Audit Inspections of all works to ensure compliance with Permit conditions.*
2. *The Applicant must pay all outstanding rates, sewerage, cleaning, water charges or other charges due to Council prior to the commencement of use.*
3. *The Applicant must ensure that the development complies with all firefighting regulations.*

### *Future Development Permit*

*The following permits are required for future developments:*

- *Operational works;*
- *Building works*
- *Plumbing and drainage work*
- *Application to work on Council property or Road Corridor.*

Resolution No.: PECS0599

Moved: Cr Pickels

Seconded: Cr Coleman

That the Committee recommends that Council:

1. **Approve the development permit for Motor vehicle Workshop and Works Camp (7 bed) subject to the following conditions;**

### **A. ASSESSMENT MANAGER CONDITIONS**

#### **1. PREMISES**

- 1.1. **Approval is granted for the Material change of use for Motor Vehicle Workshop and Works Camp (7 bed) at 160 Walshs Road, Nebo, legally described as Lot 63 on WHS19.**



- 1.2. The development of the premises must comply with the provisions of Council's Local Laws, policies and planning scheme to the extent they have not been varied by this approval.
- 1.3. The development must be generally in accordance with the following plan except where modified by the attached conditions:
- Location Plan, Drawing No. SK-001, Rev. 2, dated 19 December 2019, prepared by design + architecture.
  - Site Plan, Drawing No. SK-002, Rev. 2, dated 19 December 2019, prepared by design + architecture.
  - Site Plan, Drawing No. SK-003, Rev. 2, dated 19 December 2019, prepared by design + architecture.
  - Site Plan, Drawing No. SK-004, Rev. 2, dated 19 December 2019, prepared by design + architecture.
2. **GENERAL**
- 2.1. Costs of all development works including any necessary alteration, relocation of services, public utility mains or installations must be met by the developer. The developer is responsible to accurately locate all existing services before any development works commence to satisfy this condition.
- 2.2. If required, all utility service connections are to be wholly contained within the Lot they are servicing, unless contained within an appropriate easement.
- 2.3. The Applicant must conduct the development implementation in accordance with this approval to ensure no transmission or spreading of declared weeds or pests.
- 2.4. All private sanitary drainage and water supply works which require Council's permit and private stormwater drainage works must be carried out in strict accordance with AS/NZS 3500, Plumbing and Drainage Act 2002 and Plumbing and Drainage Regulations to the complete satisfaction of the Plumbing and Drainage Inspector.
- 2.5. Any damage which is caused to Council's infrastructure as a result of the proposed development must be repaired immediately to Council's satisfaction and at no cost to Council.
- 2.6. The applicant is required to ensure all building and structures obtain relevant building approvals.
3. **CONSTRUCTION ACTIVITY AND NOISE**
- 3.1. Any construction activity and associated noise must be limited during the construction of the proposed development to the hours of 7:00am to 6:00pm Monday to Sunday, with no work to occur on public holidays.
- 3.2. It is the Applicant's responsibility to ensure compliance with the Environmental Protection Act 1994, which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour, noise or smoke beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.
4. **STORMWATER DRAINAGE**

- 4.1. All stormwater drainage works must be designed and constructed in accordance with the Capricorn Municipal Development Guidelines (CMDG), Australian Standards, and best practice guidelines (approved by Council).
- 4.2. Discharge of stormwater from the developed area is to be controlled and managed within the site so as to cause no ponding on adjoining properties.
5. **PROVISION OF UTILITIES**
  - 5.1. Adequate electricity and telecommunication services must be available to the premises for the proposed use.
6. **WATER SUPPLY – POTABLE AND FIRE FIGHTING**
  - 6.1. The development must have adequate potable water supply at all times.
  - 6.2. The Applicant must provide evidence that adequate potable water supply is available now and into the future within the development.
7. **ON-SITE SEWERAGE TREATMENT AND DISPOSAL**
  - 7.1. All sewage generated from the development must be treated and disposed of using on-site methods. The on-site treatment and disposal must comply with AS1547:2012 On-Site Domestic Wastewater Management and the Queensland Plumbing and Wastewater Code 2011.
  - 7.2. Plans and details of the existing on-site treatment and disposal systems are to be the subject of a Plumbing and Drainage application which must be submitted to Council for approval within 3 months from the date of this decision. The system must be designed in compliance with a “Site and Soil Evaluation Report”, which is to be undertaken by a suitably qualified and experienced geotechnical engineer and submitted as part of the application for a Development Permit for Plumbing and Drainage Works.
8. **EARTHWORKS (INCLUDING EROSION & SEDIMENT CONTROL)**
  - 8.1. If earthworks are required as part of the proposed development, all works must be designed and constructed in accordance with the Capricorn Municipal Design Guidelines (CMDG), Australian Standards, best practice guidelines.
  - 8.2. Prepare an Erosion and Sediment Control Plan (ESCP) for site disturbance greater than 250m<sup>2</sup> and submit to Council as part of Operational Works application.
9. **ROADWORKS/ACCESS**
  - 9.1. A development permit for Operational Works (road works) must be obtained prior to the commencement of any use on the site. The operational works application is to be submitted within 3 months of the date of the decision approving the development.
  - 9.2. All works must be designed and certified by a Registered Professional Engineer Queensland and be constructed in accordance with the CMDG and relevant Australian Standards.

- 9.3. Walshs Road must be upgraded to an 8metre wide gravel surface pavement and formation from the intersection with Peak Downs Highway to the western property boundary of the subject site.
- 9.4. The geometric design of all through road elements must be based on a minimum design speed of 80kph
- 9.5. All road signage must be in accordance with the Manual of Uniform Control Devices.
- 10. DEVELOPMENT STANDARDS – CAR PARKING and TRAFFIC**
- 10.1. Provide a defined carparking area to accommodate a minimum of eleven (11) car parking spaces (7 spaces for the Works Camp, 3 for the Motor Vehicle Workshop and 1 disabled parking space).
- 10.2. All car parking spaces must be designed and laid out in accordance with AS 2890.1: Part 1: Off-street car parking. All disabled parking spaces must be designed and laid out in accordance with AS2890.6: Part 6: Off-street parking for people with disabilities. Signage or other appropriate marking shall be established to indicate the car parking areas on site. Council will accept a durable all weather surface for the carparking area and access driveway.
- 11. WORKS CAMP**
- 11.1. This approval allows for seven (7) rooms within the works camp as part of the proposed development.
- 11.2. The works camp must cease the use within three (3) years of the decision date of this approval; or when the motor vehicle workshop use ceases, whatever instance comes first. The applicant must notify Council within fourteen (14) days of the use ceasing.
- 11.3. The works camp must be removed from site within three (3) months of ceasing the use. An application for building works (demotion) is required to be lodged prior to the removal of the buildings.
- 12. FURTHER WORKS and DOCUMENTATION – APPROVAL**
- 12.1. The design and construction of all works associated with the proposal and which will revert to Council shall be supervised and certified by a Registered Professional Engineer Queensland (RPEQ).
- 12.2. In the case of any works that are to revert to Council, an Engineer's Certificate of Construction and As Constructed Certification is to be submitted by a Registered Professional Engineer of Queensland verifying that all works have been carried out in accordance with the Council approved drawings, approval conditions and associated specifications.
- 13. OPERATING PROCEDURES**
- 13.1. All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted in any road reserve.

- 13.2. Cleaning of plant equipment and vehicles must be carried out in a suitably designed area and where wastewater can be contained so as not to cause contaminants to be released into waterways or overland flow paths.
- 13.3. All waste storage areas must be kept in a clean, tidy condition in accordance with Environmental Protection (Waste Management) Regulations.
- 13.4. All waste generated in carrying out the activities associated with the proposed development must be reused, recycled or lawfully disposed of off-site by licensed contractors.

## 14. ENVIRONMENTAL HEALTH

- 14.1. Any lighting devices associated with the development, such as sensory lighting, must be positioned on the development site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with Australian Standard AS4282 "Control of the obtrusive effects of outdoor lighting".
- 14.2. Noise emitted from the activity must not cause an environmental nuisance.
- 14.3. Operations on the development site must have no significant impact on the amenity of adjoining premises or the surrounding area due to the emission of light, noise or dust.
- 14.4. When requested by Council, nuisance monitoring must be undertaken and recorded within three (3) months, to investigate any genuine complaint of nuisance caused by noise, light or dust. An analysis of the monitoring data and a report, including nuisance mitigation measures, must be provided to Council within fourteen (14) days of the completion of the investigation.

## 15. INFRASTRUCTURE CHARGES

- 15.1. Infrastructure Charges for transport must be paid to Council prior commencement of use as indicated in the Infrastructure Charge Notice (ICN) at the rate applicable at the time of payment in accordance with Isaac Regional Council Charges Resolution (No. 2) 2018.

## 16. COMPLIANCE

- 16.1. The applicant must demonstrate compliance with the conditions of this approval within six (6) months of the approval taking effect, or as varied by each condition in this approval.
- 16.2. The relevant period of six (6) years stated in Section 85 Planning Act 2016 shall apply in this instance, except with respect to the Works camp which has a currency period of 3 years from the date of the decision approving the development.

## B. ASSESSMENT MANAGER'S ADVICE

1. Prior to commencement of use and during operation, Council may conduct Audit Inspections of all works to ensure compliance with Permit conditions.
2. The Applicant must pay all outstanding rates, sewerage, cleaning, water charges or other charges due to Council prior to the commencement of use.
3. The Applicant must ensure that the development complies with all firefighting regulations.

### Future Development Permit

The following permits are required for future developments:

- **Operational works;**
- **Building works**
- **Plumbing and drainage work**
- **Application to work on Council property or Road Corridor.**

**Carried**

## 5.10

### Draft Social Sustainability Policy

#### EXECUTIVE SUMMARY

This report presents the Social Sustainability Policy for Council's consideration and endorsement. The objective of the policy is to promote and apply a contemporary position on social sustainability in Isaac Regional Council's dealings on major projects approvals processes, works and services and forward planning for infrastructure.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. **Adopt the Social Sustainability Policy (PECS-POL-116).**

Resolution No.: PECS0600

Moved: Cr Lacey

Seconded: Cr Pickels

*That the Committee recommends that Council:*

1. **Adopt the Social Sustainability Policy (PECS-POL-116).**

**Carried**

## 5.11

### Glenden Clubs Expression of Interest Status

#### EXECUTIVE SUMMARY

The Glenden Bowls and Golf Clubs have been returned to Council custodianship and the registered security interests over multiple assets at each site have been successfully discharged. By virtue of an open source Expression of Interest, three organisations have expressed interest to enter into a tenure

arrangement at the Clubs and in addition, the Glenden Arts and Crafts Centre. The purpose of this report is to provide Council with an update on the status of the Expression of Interest process.

## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Receives and notes the report on the current status of the Expression of Interest process for the Glenden Bowls, Golf and Arts and Crafts facilities.*
- 2. Authorises the Chief Executive Officer to proceed with seeking binding Expressions of Interest for tenure at the Glenden Bowls Club, Golf Club and Arts and Crafts Centre from parties responding to an initial call for the registration of interest, the outcome of which will be the subject of a further report to Council for tenure approvals for the respective premises.*

Resolution No.: PECS0601

Moved: Cr Lacey

Seconded: Cr Coleman

**That the Committee recommends that Council:**

- 1. Receives and notes the report on the current status of the Expression of Interest process for the Glenden Bowls, Golf and Arts and Crafts facilities.**
- 2. Authorises the Chief Executive Officer to proceed with seeking binding Expressions of Interest for tenure at the Glenden Bowls Club, Golf Club and Arts and Crafts Centre from parties responding to an initial call for the registration of interest, the outcome of which will be the subject of a further report to Council for tenure approvals for the respective premises.**

**Carried**

## 6. INFORMATION BULLETIN REPORTS

### 6.1 Planning, Environment and Community Services Information Bulletin – December 2020

#### EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for December 2020 is provided for Committee review.

## OFFICER'S RECOMMENDATION

*That the Committee:*

1. *Note the Planning, Environment and Community Services Directorate Information Bulletin for December 2020.*

<b>Resolution No.:</b>	<b>PECS0602</b>		
<b>Moved:</b>	<b>Cr Lacey</b>	<b>Seconded:</b>	<b>Cr Pickels</b>
<b>That the Committee:</b>			
1. <b>Notes the Planning, Environment and Community Services Directorate Information Bulletin for December 2020.</b>			
<b>Carried</b>			

## ATTENDANCE

Cr Gina Lacey left the meeting room at 11.54am.

## 7. GENERAL BUSINESS

### 7.1 Isaac Community Grants Guidelines

At the November 2020 Ordinary Meeting Council approved the updated Isaac Regional Council Community Grants Program Guidelines to reflect inclusion of drought grants funded under the Community Drought Support Program (refer Resolution Number 6967).

However, the incorrect document was attached to the agenda distributed in the Agenda for the November 2020 Ordinary Meeting.

The correct updated Isaac Regional Council Community Grants Program Guidelines was provided to the Planning, Environment and Community Services Committee (refer Attachment 1) for endorsement.

<b>Resolution No.:</b>	<b>PECS0603</b>		
<b>Moved:</b>	<b>Cr Vevea</b>	<b>Seconded:</b>	<b>Cr Pickels</b>

**That the Committee recommend to Council to:**

- 1. Approves the updated Isaac Regional Council Community Grants Program guidelines to reflect inclusion of drought grants funded under the Community Drought Support Program.**

**Carried**

## **7.2 Thank You from Planning, Environment and Community Services Chair**

Cr Vea Vea thanks the Committee and Planning, Environment and Community Services officers for a great year and acknowledged everyone's hard work and dedication in what has been a very trying year.

Cr Vea Vea wished everyone a happy and healthy holiday period and is looking forward to another successful year in 2021.

## **8. CONCLUSION**

There being no further business, the Chair declared the meeting closed at 11.59am.

These minutes were confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting held Tuesday 9 February 2021 in Moranbah.

.....  
CHAIR

..... / ..... / .....  
DATE



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<b>MEETING DETAILS</b>	<b>Planning, Environment and Community Services Standing Committee Tuesday 9 February 2021</b>
<b>AUTHOR</b>	Alexis Aylward
<b>AUTHOR POSITION</b>	Planning and System Specialist

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## **5.1 SURRENDER OF DEED OF TITLE – LOTS 14 AND 15 ON PSL1391 – ST LAWRENCE**

### **EXECUTIVE SUMMARY**

Lots 14 and 15 on PSL 1391 are located at the St Lawrence Port and are now permanently inundated by sea water due to coastal erosion. The former Department of Natural Resources, Mines and Energy (now Department of Resources) is seeking Council's agreement to surrender the Deeds of Grant over these lots.

### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

- 1. Agrees to surrender the Deeds of Title of Lot 14 and Lot 15 on PSL1391 to the State of Queensland, and the Chief Executive Officer to inform the Department of Resources.***
- 2. Authorises the Chief Executive Officer to negotiate, execute and vary the relevant legal instruments to execute clause 1 above.***

### **BACKGROUND**

The two lots were created by the State of Queensland on the 22 March 1872. (see Attachment 1) At the time the Queensland Government issued Deeds of Grant for the lots being the instrument verifying the grant of land by the State. The lots were intended to be developed as part of the St Lawrence Port which was a "paper town" that was not established.

The former Broadsound Shire Council never developed these lots and neither of the lots is part of any infrastructure network. Since their creation the lots have been affected by coastal erosion and are now permanently inundated by sea water. (see Attachment 2)

The lots are adjoining with each having an area of 2023 m<sup>2</sup>, being a width of approximately 40 m and length of 50 m.

Correspondence was received on the 17 May 2019 from the Department of Natural Resources, Mines and Energy seeking Council's agreement to surrender the Deeds of Grant over these lots. This is a necessary administrative step to enable the Department to cancel the Deeds of Grant so that this area can be placed into the water area. Upon receiving agreement of Council to surrender the Deeds of Grant the Department shall undertake all actions necessary.

The cancellation of a Deed of grant is a very rare occurrence. There is no guideline for this process in the *Land Title Practice Manual (Queensland)* issued by the State of Queensland (Department of Resources) 2009

-2020. The process is simply a letter of request to Council and a letter of response from Council. However, Council's Delegation Register does not delegate the power to surrender a Deed of Grant to the Chief Executive Officer and so a resolution of Council is required to agree to the surrender of the Deed of Grant.

## IMPLICATIONS

The surrender of the two (2) lots will not affect the operations or financial circumstances of Council.

## CONSULTATION

Manager Liveability and Sustainability  
Legal and Governance Officer

## BASIS FOR RECOMMENDATION

The *Land Titles Act 1994* no longer makes provision for the free holding of land below the high-water mark as per Introduction 0-0090. There are alternative types of non-freehold tenures available that can be applied to gaining tenure over water areas. The Deeds of Grant are now historical anomalies.

The lots are 'wet' and cannot be utilised for any development purposes that would support Isaac communities.

## ACTION ACCOUNTABILITY

Liveability and Sustainability Planning Section to prepare correspondence to Department of Natural Resources, Mines and Energy conveying Council Resolution.

## KEY MESSAGES

The Land is legally an asset of Isaac Regional Council however it is not fit for purpose.

The State is obligated to follow an administrative procedure to surrender of Deed of Title so they can be included in the water classification.

### Report prepared by:

DAN WAGNER  
Manager Liveability and Sustainability

Date: 27 January 2021

### Report authorised by:

JEFF STEWART-HARRIS  
Director Planning Environment and Community  
Services

Date: 27 January 2021

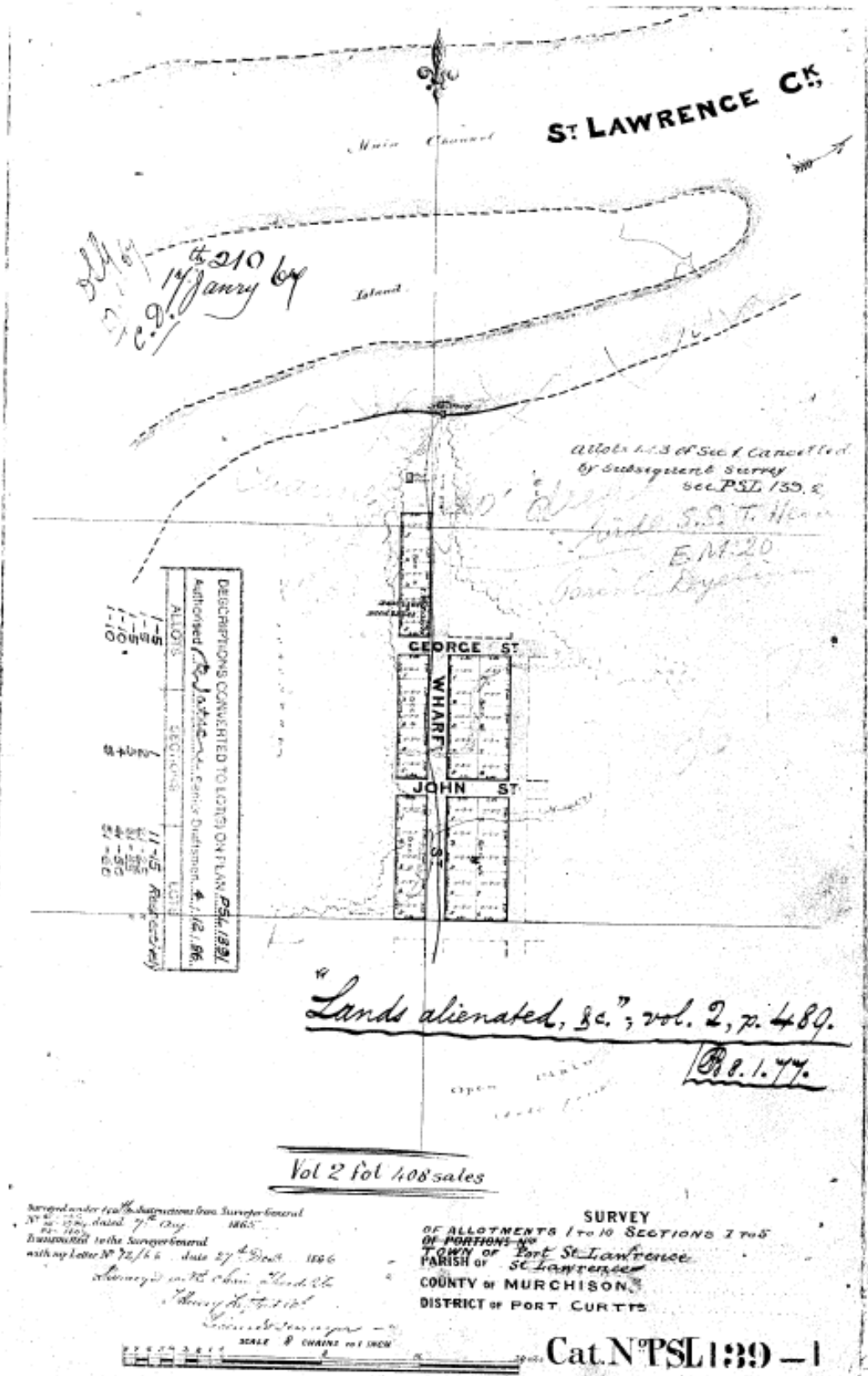
## ATTACHMENTS

- Attachment 1 - Survey Plan
- Attachment 2 - Locality Plan
- Attachment 3 - DNRME Reference 2019 Letter: Deed of Grant Over Lot 14 and Lot 15 on PSL1391

## REFERENCE DOCUMENT

- Nil

## **Attachment 1: Survey Plan**



Copyright protects the plan's being ordered by you. Unauthorised reproduction or amendments are not permitted.

**Attachment 2: Locality Plan Attachment**

22°17'47"S 149°33'56"E

22°17'47"S 149°34'42"E



22°18'29"S 149°33'56"E

22°18'29"S 149°34'42"E

A product of  
 Queensland Globe



100 metres

Print Date: 17/5/2019

Paper Size: A4

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17 May 2019

Isaac Regional Council  
PO Box 97  
Moranbah, QLD, 4744  
**Attention: Donna Skinner**

**Emailed to:** [records@isaac.qld.gov.au](mailto:records@isaac.qld.gov.au)

Dear Sir/Madam,

### **Deeds of Grant over Lot 14 and Lot 15 on PSL1391**

The department has further dealt with parcels of USL at St Lawrence that have been impacted by coastal erosion. See the attached Smartmap. The department has cancelled the parcels of USL shaded orange on the attached Smatmap.

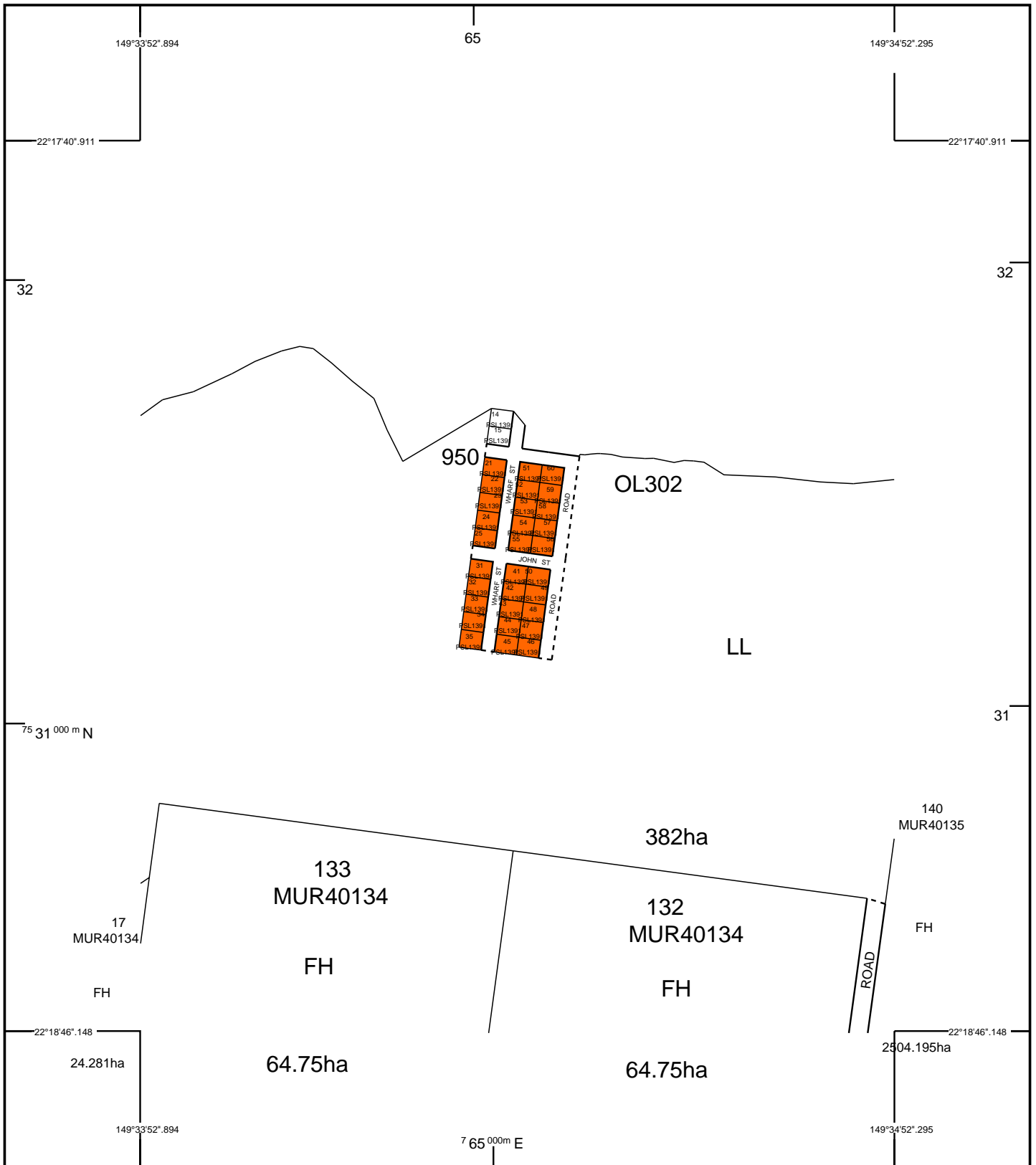
Isaac Regional Council currently hold two Deeds of Grant over Lot 14 on PSL1391 and Lot 15 on PSL1391 (shaded yellow) that have also been impacted by coastal erosion. These Lots are now with the water area. Deeds of Grant cannot be held over water. It is advised that Isaac Regional Council must surrender the Deeds of Grant over Lot 14 and Lot 15 on PSL1391 to be included into the water.

Isaac Regional Council are not required to make an application for surrender. The department will commence action for the surrender of the Deeds of grant.

If you required to discuss this further before action is taken please contact Angela Garrett on (07) 4447 9176 or Mark Langford on (07) 4222 5558 or by email to [Townsville.SLAMS@dnrme.qld.gov.au](mailto:Townsville.SLAMS@dnrme.qld.gov.au) by close of business on **17 June 2019**.

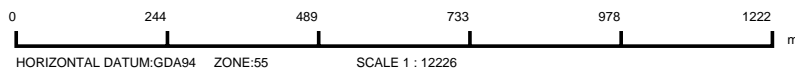
Yours sincerely

Angela Garrett  
Land Officer

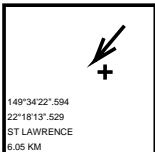


STANDARD MAP NUMBER

8853-34133



MAP WINDOW POSITION & NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	No Lot/Plan Selected.
Lot/Plan	No Lot/Plan Selected.
Area/Volume	No Lot/Plan Selected.
Tenure	No Lot/Plan Selected.
Local Government	No Lot/Plan Selected.
Locality	No Lot/Plan Selected.
Segment/Parcel	No Lot/Plan Selected.

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 07/05/2019  
For additional information regarding this SmartMap see page 2.  
Shading Rules have been applied.

DCDB 04/05/2019 (Lots with an area less than 1500m<sup>2</sup> are not shown)

Users of the information recorded in this document (the Information) accept all responsibility and risk associated with the use of the Information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources, Mines and Energy(DNRME)'s best efforts, DNRME makes no representations or warranties in relation to the Information, and, to the extent permitted by law, exclude or limit all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the Information

For further information on SmartMap products visit <http://nrw.qld.gov.au/property/mapping/blinmap>

SmartMap

An External Product of SmartMap Information Services

Based upon an extraction from the Digital Cadastral Data Base



Queensland Government

(c) The State of Queensland, (Department of Natural Resources, Mines and Energy) 2019.







A product of  
 Queensland Globe



100 metres

Print Date: 17/5/2019  
 Paper Size: A4

Imagery

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<b>MEETING DETAILS</b>	<b>Planning Environment and Community Services Standing Committee</b> Tuesday 9 February 2021
<b>AUTHOR</b>	Alexis Aylward
<b>AUTHOR POSITION</b>	Planning and System Specialist

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## **5.2 LAND USE AND TENURE OF LOT 2 ON SP203779 LOCATED AT 20 CONNORS STREET DYSART**

### **EXECUTIVE SUMMARY**

The former Department of Natural Resources, Mines and Energy (now Department of Resources) has sought Council's comments regarding its investigations as to the most appropriate use and tenure assessment of Lot 2 on SP203779 which is controlled by the State.

This report's position is that the most suitable use of this unserviced lot is for it to be offered to the adjoining landowners to amalgamate with their respective properties. The adjoining landowners are already partially occupying the site.

### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council*

- 1. Advises that the site's best use is to be amalgamated with the adjoining lots to the east. The rationale being:**
  - i. The two parties owning land on the eastern boundary of the site, Lot 72 D111126, Lot 75 and Lot 76 D111267 have each fenced off and are using a significant portion of Lot 2 on SP203779 for storage purposes**
  - ii. The lot is not connected to the water and sewerage network and is not readily able to be connected. Further there is no existing infrastructure charges credit for the allotment pursuant to the Isaac Regional Council Charges Resolution (no. 2) 2018.**
  - iii. The site is excess to the requirements of the Dysart Open Space network.**
  - iv. The development of the site for residential purposes may create conflict with established adjoining land uses. It is noted that the dimensions of the site would place habitable living areas in proximity to a common boundary abutting up to service yards.**
- 2. That in the event the State determines that site should be disposed of to the two adjoining lots, namely Lot 72 D111126, Lot 75 and Lot 76 D111267, then Council request that:**
  - a. Adjoining landowners be advised, and**
  - b. Council be advised so that a process to amend the zone from 'Open Space and Recreation' zone to the 'Centre' zone can be initiated to ensure consistency between**

*land uses and zoning. It is anticipated that the proposed Isaac Regional Council Planning shall be gazetted in April 2021.*

- 3. In the event that the Department pursues another option other than amalgamating with adjoining lots, then compliance action will need to be undertaken to remove the neighbour's improvements and goods from the site prior to any other use being able to commence.***

## BACKGROUND

### History

The site was created on 21 May 2007 when the Broadsound Shire Council subdivided the parent lot to create Lot 1 on SP203779 upon which to construct the Dysart Recreational Centre and a balance lot, Lot 2 on SP203779. (See Attachment 1)

The Department has previously sought comment from Council on this site in 2013, 2016, 2019 and 2020. The Department was previously advised by Council officers in 2013 that there was support for the freeholding of the site for residential purposes. The Department is now seeking to finalise their investigation.

### Site Characteristics

The site is a linear, flat, corner allotment with an area of 1856 m<sup>2</sup>.

It has an approximate street frontage of 20m to Menzies Street and 93m frontage to Connors Street, Dysart. The roads are both sealed with kerb and channel.

There is a row of established trees located within the footpath of Connors Road that would reduce the impact of any future fencing. (See Attachment 2).

### Infrastructure

The site is in proximity to the reticulated water and sewerage networks but is not connected to either network. To provide a water connection the water service would need to be bored under the road to the boundary of the site. It would need to be determined if a gravity sewer main, with manhole, could be extended to the site given the flatness of the terrain.

If the lot were to be freeholded arrangements would need to be made with Council for water and sewerage connections plus the payment of associated infrastructure charges in accordance with *Isaac Regional Council Charges Resolution (no. 2) 2018*. (See Attachment 3)

### Land use

The part of the site abutting Connors Street is currently vacant and being maintained as Open Space by the Parks and Recreation Department.

Part of the site backing onto Lot 72 on D111226 has been enclosed by a 1.8m high 'colorbond' fence by the Dysart Fire Brigade. This is fenced area approximately 40m by 9m and is being used for Storage. The fence has a 6m wide locked gate with a "No Trespass" sign.

Part of the site backing onto Lots 75 and 76 on D111226 has been enclosed by a 1.8m high chain mesh fence with 3 strand barb wire by Taylors Automotive. This fenced area is approximately 52m by 6m. The material being stored in this area is readily visible from the nearby residential properties. (See Attachment 4)

---

## Planning Schemes

The site is zoned Business in the current *Broadsound Planning Scheme 2005*. The lots to the east are also all zoned Business

The site is zoned 'Recreation and Open Space' in the proposed *Isaac Regional Council Planning Scheme*. The lots to the east are zoned 'Centre'.

## Contaminated Land Search

A search has been undertaken to confirm the site is not identified as contaminated or on an environmental management register. The search response is attached as **Attachment 5**.

## **IMPLICATIONS**

Council is currently maintaining the unfenced area of Lot 2 on SP203779 as Parkland. If the current status quo continues the unfenced area would remain on the park maintenance schedule. If the State were to offer the site to the adjoining landowners and they accepted, Councils maintenance would be reduced to the footpath.

If the site is freeholded and sold to a private party without arrangements being in place then pressure will be placed upon Council to extend the water and sewerage connections plus cover the infrastructure charges as the expectations are that an urban lot in an established town is fully serviced.

## **CONSULTATION**

Manager Community Facilities

Manager Financial Services

Manager Liveability and Sustainability

Co-Ordinator Parks and Recreation

Plumbing Inspector

## **BASIS FOR RECOMMENDATION**

The site is a linear site which has been significantly impinged upon by adjoining landowners who have each fenced and alienated part of the lot. The best use of the land maybe for the State to offer this land to the two (2) adjoining landowners. However, this is a decision for the State to determine.

If Council were to acquire the site for a particular function, such as Park Reserve, then compliance action would need to be undertaken to remove the land uses that are currently encroaching on the site.

The location, dimensions and existing improved parkland in the vicinity means that this site is excess to the needs of the Dysart park network.

The site is not a highly desirable site for residential development due to the following factors:

1. Dimensions of the lot would result in very linear housing options. A typical layout would be a 6m front building setback with an 8m wide building footprint and 8m rear yard abutting the existing land uses.
2. A residential land use may be incompatible with the adjoining land users over the rear (eastern) boundary who are respectively conducting a low impact industrial and emergency management land uses whose operations may have a negative impact on a residence.

3. It would be difficult to extend essential infrastructure (water and sewerage) to the site.

## ACTION ACCOUNTABILITY

Liveability and Sustainability Planning Section to prepare correspondence to Department of Natural Resources, Mines and Energy conveying Council Resolution.

## KEY MESSAGES

- Land acquired by Council should have an identified strategic purpose.
- Incompatible land uses should not be co-located next to each other.

<b>Report prepared by:</b>	<b>Report authorised by:</b>
DAN WAGNER	JEFF STEWART-HARRIS
<b>Manager Liveability and Sustainability</b>	<b>Director Planning Environment and Community Services</b>
Date: 27 January 2021	Date: 27 January 2021

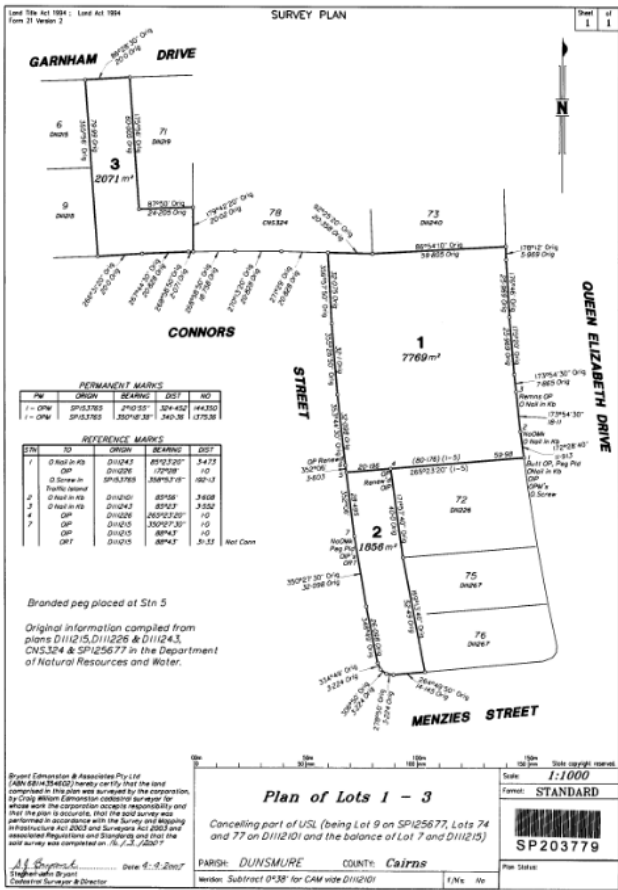
## ATTACHMENTS

- Attachment 1 - Survey Plan SP203779
- Attachment 2 - Aerial view of Lot 2 on SP203779
- Attachment 3 - Reticulated Water and Sewerage Network
- Attachment 4 - Site Inspection Photos of Existing Fence Line dated 8 January 2021
- Attachment 5 – Search response Environmental Management Register and Contaminated Land Register
  - Attachment 5a - EMR CLR search response 76D111267
  - Attachment 5b - EMR CLR search response 75D111267
  - Attachment 5c - EMR CLR search response 72D111226

## REFERENCE DOCUMENT

- Letter from Department of Natural Resources Energy and Mines





**WARNING: Folded or Mutilated Plans will not be accepted.**  
Plans may be rolled.  
Information may not be placed in the outer margins.

710862137  
NO FEE  
81/08/2007 11:22  
NY 494

Registered

Lodged by  
Department of Natural Resources & Water  
A. J. ...  
C. ...  
Date: 01/08/2007

1. Certificate of Registered Owners or Lessees.  
I/we BROADSOUND SHIRE COUNCIL

Existing	Created				
Title Reference	Lot	Plan	LRN	Encls	Root
47007348	7	D11215	1-3		
USL	74	D112101	1		
USL	77	D112101	1		
USL	9	SP125677	1		

(Names in italics)  
 \* as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown herein in accordance with Section 50 of the Land Title Act 1984.  
 \* as Lessees of this land agree to this plan.

*A. J. ...*  
*C. ...*  
 Owners of \* Registered Owners \* Lessees  
 (Name) (Name)

**APPROVED**  
*Anthony Thomas Lill*  
 Senior Land Officer  
 For the Minister/Chief Executive for Natural Resources and Water  
 31/ 7/07

1. Local Government Approval.  
 \* BROADSOUND SHIRE COUNCIL  
 hereby approves this plan in accordance with the:  
 % INTEGRATED PLANNING ACT 1991.

12 Building Format Plans only.  
 I certify that:  
 \* as far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or roads.  
 \* Part of the building shown on this plan encroaches onto adjoining lots and roads.

1. Parcel Allocation:  
 1. Map Reference: 8552-14213  
 1. Locality: DYSART  
 1. Local Government: BROADSOUND SHIRE  
 1. Passed & Endorsed: BRAYNT COUNSELLOR & ASSOCIATES PTY LTD  
 Date: 4-4-2007  
 Signed: *A. J. ...*  
 Designation: SUBSTRUCTURAL SUPERVISOR & DIRECTOR

1. Plans with Community Management Statement:  
 OWS Number:  
 Name:  
 Local Govt:  
 Surveyor: 0683

1. Lodgement Fees:  
 Survey Deposit: \$ 175.43  
 Lodgement: \$  
 Photocopy: \$  
 Postage: \$  
 Total: \$

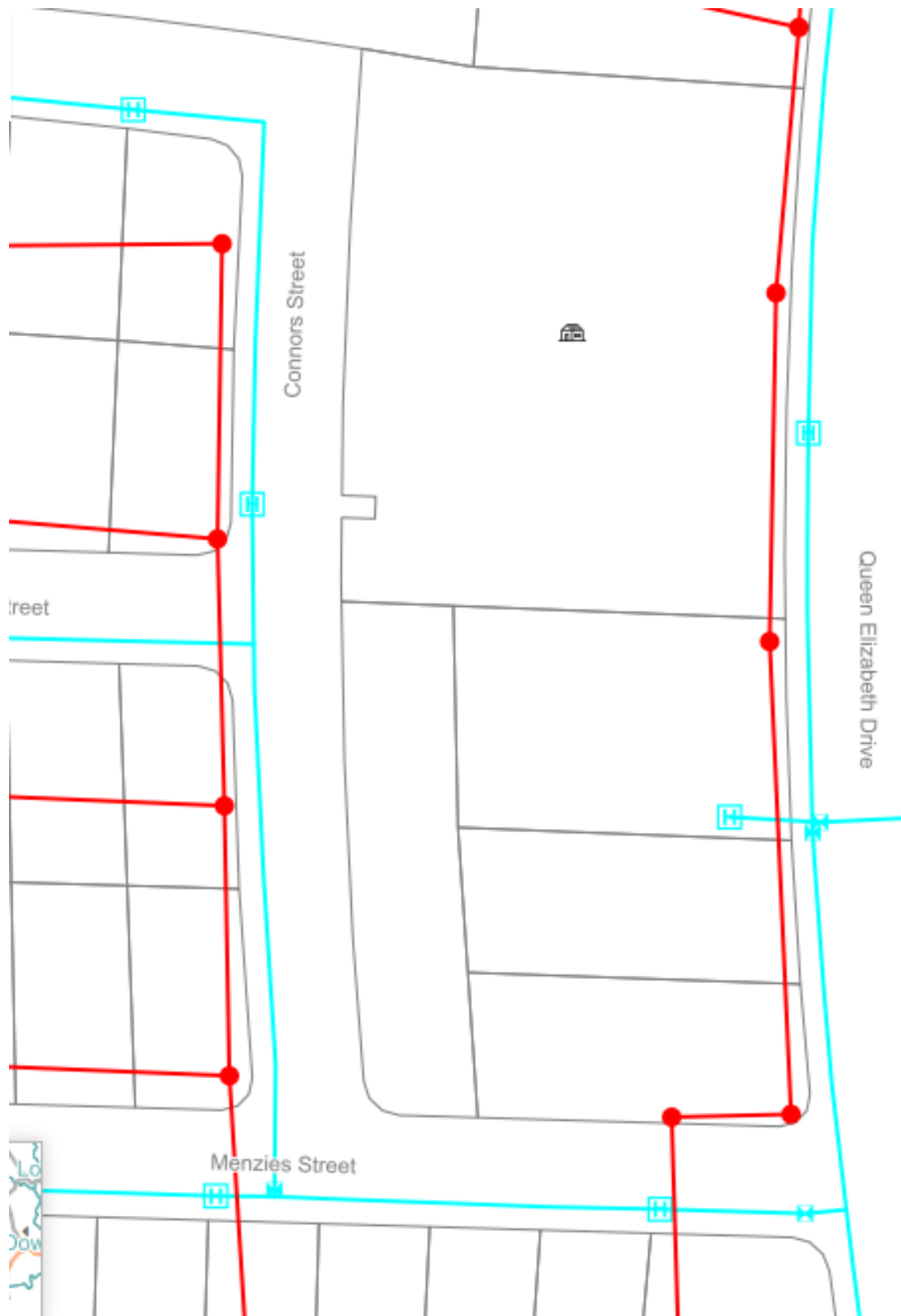
1. Lodgement Number: SP203779

Attachment 2: Aerial view of Lot 2 on SP203779 – Site boundary in red





**Attachment 3: Reticulated Water and Sewerage Network**



**Attachment 4: Site Inspection Photos of existing fence line (dated 8 January 2021)**

From Connors Street frontage



From Menzies Street frontage





Department of Environment and Science (DES)  
ABN 46 640 294 485  
400 George St Brisbane, Queensland 4000  
GPO Box 2454, Brisbane QLD 4001, AUSTRALIA  
www.des.qld.gov.au

**SEARCH RESPONSE**  
**ENVIRONMENTAL MANAGEMENT REGISTER (EMR)**  
**CONTAMINATED LAND REGISTER (CLR)**

Daniel Wagner  
Isaac Regional Council  
PO Box 97  
Moranbah QLD 4744

Transaction ID: 50658905      EMR Site Id: 05 February 2021  
Cheque Number:  
Client Reference:

This response relates to a search request received for the site:

Lot: 2      Plan: SP203779  
2A CONNORS ST  
DYSART

**EMR RESULT**

The above site is NOT included on the Environmental Management Register.

**CLR RESULT**

The above site is NOT included on the Contaminated Land Register.

**ADDITIONAL ADVICE**

All search responses include particulars of land listed in the EMR/CLR when the search was generated.  
The EMR/CLR does NOT include:-

1. land which is contaminated land (or a complete list of contamination) if DES has not been notified
2. land on which a notifiable activity is being or has been undertaken (or a complete list of activities) if DES has not been notified

If you have any queries in relation to this search please phone 13QGOV (13 74 68)

**Administering Authority**



Department of Environment and Science (DES)  
ABN 46 640 294 485  
400 George St Brisbane, Queensland 4000  
GPO Box 2454, Brisbane QLD 4001, AUSTRALIA  
www.des.qld.gov.au

**SEARCH RESPONSE**  
**ENVIRONMENTAL MANAGEMENT REGISTER (EMR)**  
**CONTAMINATED LAND REGISTER (CLR)**

Daniel Wagner  
Isaac Regional Council  
PO Box 97  
Moranbah QLD 4744

Transaction ID: 50658917      EMR Site Id: 15450      05 February 2021  
Client Reference:  
Cheque Number:

This response relates to a search request received for the site:  
Lot: 76      Plan: D111267

**EMR RESULT**

The above site IS included on the Environmental Management Register.

Lot: 76      Plan: D111267  
Address: QUEEN ELIZABETH DRIVE  
DYSART QLD 4745

The site has been subject to the following Notifiable Activity or Hazardous Contaminant.  
SERVICE STATIONS - operating a commercial service station.

**CLR RESULT**

The above site is NOT included on the Contaminated Land Register.

**ADDITIONAL ADVICE**

All search responses include particulars of land listed in the EMR/CLR when the search was generated.  
The EMR/CLR does NOT include:-

1. land which is contaminated land (or a complete list of contamination) if DES has not been notified
2. land on which a notifiable activity is being or has been undertaken (or a complete list of activities) if DES has not been notified

If you have any queries in relation to this search please phone 13QGOV (13 74 68)

**Administering Authority**



Department of Environment and Science (DES)  
ABN 46 640 294 485  
400 George St Brisbane, Queensland 4000  
GPO Box 2454, Brisbane QLD 4001, AUSTRALIA  
www.des.qld.gov.au

**SEARCH RESPONSE**  
**ENVIRONMENTAL MANAGEMENT REGISTER (EMR)**  
**CONTAMINATED LAND REGISTER (CLR)**

Daniel Wagner  
Isaac Regional Council  
PO Box 97  
Moranbah QLD 4744

Transaction ID: 50658918      EMR Site Id: 15449      05 February 2021  
Client Reference:  
Cheque Number:

This response relates to a search request received for the site:  
Lot: 75      Plan: D111267

**EMR RESULT**

The above site IS included on the Environmental Management Register.

Lot: 75      Plan: D111267  
Address: QUEEN ELIZABETH DRIVE  
DYSART QLD 4745

The site has been subject to the following Notifiable Activity or Hazardous Contaminant.  
SERVICE STATIONS - operating a commercial service station.

**CLR RESULT**

The above site is NOT included on the Contaminated Land Register.

**ADDITIONAL ADVICE**

All search responses include particulars of land listed in the EMR/CLR when the search was generated.  
The EMR/CLR does NOT include:-

1. land which is contaminated land (or a complete list of contamination) if DES has not been notified
2. land on which a notifiable activity is being or has been undertaken (or a complete list of activities) if DES has not been notified

If you have any queries in relation to this search please phone 13QGOV (13 74 68)

**Administering Authority**



Department of Environment and Science (DES)  
ABN 46 640 294 485  
400 George St Brisbane, Queensland 4000  
GPO Box 2454, Brisbane QLD 4001, AUSTRALIA  
www.des.qld.gov.au

**SEARCH RESPONSE**  
**ENVIRONMENTAL MANAGEMENT REGISTER (EMR)**  
**CONTAMINATED LAND REGISTER (CLR)**

Daniel Wagner  
Isaac Regional Council  
PO Box 97  
Moranbah QLD 4744

Transaction ID: 50658916      EMR Site Id: 05 February 2021  
Cheque Number:  
Client Reference:

This response relates to a search request received for the site:

Lot: 72      Plan: D111226  
27 QUEEN ELIZABETH DR  
DYSART

**EMR RESULT**

The above site is NOT included on the Environmental Management Register.

**CLR RESULT**

The above site is NOT included on the Contaminated Land Register.

**ADDITIONAL ADVICE**

All search responses include particulars of land listed in the EMR/CLR when the search was generated.  
The EMR/CLR does NOT include:-

1. land which is contaminated land (or a complete list of contamination) if DES has not been notified
2. land on which a notifiable activity is being or has been undertaken (or a complete list of activities) if DES has not been notified

If you have any queries in relation to this search please phone 13QGOV (13 74 68)

**Administering Authority**

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## MEETING DETAILS

**Planning Environment and Community Services**

**Standing Committee**

Tuesday 9 February 2021

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## AUTHOR

Alexis Aylward

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## AUTHOR POSITION

Planning and System Specialist

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## 5.3 LAND USE AND TENURE OF LOT 3 ON SP203779 LOCATED AT 14 CONNORS STREET DYSART

### EXECUTIVE SUMMARY

The Department of Resources seeks Council's comments regarding their investigations as to the most appropriate use and tenure assessment of Lot 3 on SP203779 which is controlled by the State. This report supports the position that the site be acquired by Council as a reserve for Local Government Purposes, to enable the Community Facilities Section to facilitate services at a central location within Dysart.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Request the Department of Resources dedicate Lot 3 on SP203779 to Council as a Local Government Reserve with Isaac Regional Council as Trustee.***

### BACKGROUND

#### History

The site was created on 21 May 2007 by the Broadsound Shire Council. (See Attachment 1)

The Department has previously sought comment from Council on this site in 2013, 2016, 2019 and 2020. The Department was previously advised by Council officers in 2013 that there was support to dedicate the site as a Reserve for Recreation Purposes with Council being Trustee for the Reserve. The Department is now seeking to finalise their investigation.

#### Site Characteristics

The site is a flat, L shaped allotment with an area of 2070m<sup>2</sup>.

It has a 20m street frontage to Garnham Drive and a 43m frontage to Connors Street, Dysart. The roads are both sealed with kerb and channel.

The site is currently being utilised as a link park. It is turfed with a scattering of mature eucalyptus trees. There is a concrete path linking Garnham Drive to Connors Road, which provides connectivity from the primary school to the residential area south of Garnham Drive.

There has been some illegal dumping on the site on the Connors Road frontage. The Parks and Recreation Section are making arrangements to have this material removed. (See Attachment 2)

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## Infrastructure

The site is in proximity to the reticulated water and sewerage networks but is not connected to either network. There is a water main transecting the site from Garnham Drive to Connors Street running parallel to the common boundary with Lot 71 on D111219 which would provide ready access to a jump point. This water main not covered by an easement.

There is an existing manhole located on the south west corner of Lot 71 on D111219 which would provide ready access to the reticulated sewerage network. (See Attachment 3)

## Nearby Land use

To the east of the site is a telecommunication facility that features a large lattice tower, with office and storage buildings.

To the west of the site is the common boundary with two (2) detached low set dwellings. (See Attachment 4)

## Planning Schemes

The site is zoned Light Industry in the current *Broadsound Planning Scheme 2005*. The lot to the east is zoned 'Business' and the two lots to the west are zoned 'Residential'.

The site is zoned 'Recreation and Open Space' in the proposed *Isaac Regional Council Planning Scheme*. The lots to the east are zoned 'Centre'.

## **IMPLICATIONS**

Council is currently maintaining Lot 3 on SP203779 as Parkland. If the current status quo continues the lot would remain on the park maintenance schedule.

## **CONSULTATION**

Manager Liveability and Sustainability

Manager Community Facilities

Manager Financial Services

Co-Ordinator Parks and Recreation

Plumbing Inspector

## **BASIS FOR RECOMMENDATION**

The development of the support for a community facility will optimise this central location within Dysart. This location supports the Walkable Communities Concept and is well placed with proximity to the Dysart primary school and recreational centre. The site would be easy to develop as it has good street access for parking and ready access to water and sewerage infrastructure.

Further, this type of land use will provide a buffer between the telecommunications facility on the eastern boundary and the residential activity on the western boundary.

## **ACTION ACCOUNTABILITY**

Liveability and Sustainability Planning Section to prepare correspondence to Department of Natural Resources, Mines and Energy conveying Council Resolution.



---

## KEY MESSAGES

- Land acquired by Council should have an identified strategic purpose.
- Incompatible land uses should not be co-located next to each other.

<b>Report prepared by:</b>	<b>Report authorised by:</b>
DAN WAGNER <b>Manager Liveability and Sustainability</b>	JEFF STEWART-HARRIS <b>Director Planning Environment and Community Services</b>
Date: 27 February 2021	Date: 27 February 2021

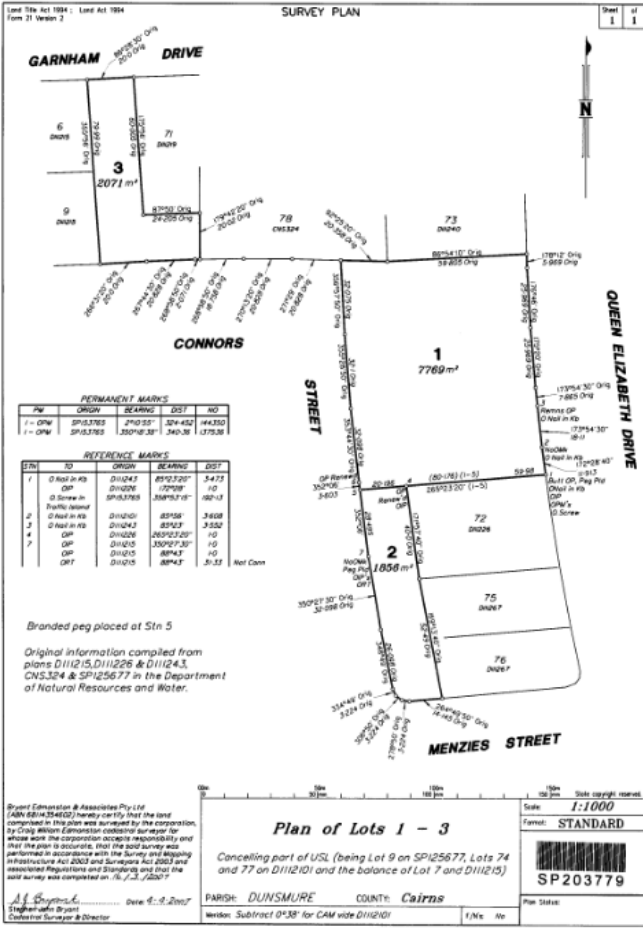
## ATTACHMENTS

- Attachment 1 - Survey Plan SP203779
- Attachment 2 - Aerial View of Lot 3 on SP203779
- Attachment 3 - Reticulated Water and Sewerage Network
- Attachment 4 - Site Inspection Photo dated 8 January 2021

## REFERENCE DOCUMENT

- Letter from Department of Natural Resources Energy and Mines





**710862137** Registered  
NO FEE  
01/09/2007 11:22

NY 494

**WARNING: Folded or Mutilated Plans will not be accepted. Plans may be rolled. Information may not be placed in the outer margins.**

Registered by: *Antony Thomas Lill*  
Lodged by: *Antony Thomas Lill*

1. Certificate of Registered Owners or Lessees.  
/s/ *BROADSOUND SHIRE COUNCIL*

Title Reference	Lot	Plan	Lots	Encls	Road
47007348	7	D11215	1-3		
USL	74	D112101	1		
USL	77	D112101	1		
USL	9	SP125677			

(Names in full)

as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown herein in accordance with Section 50 of the Land Title Act 1994.

as Lessees of this land agree to this plan.

*Antony Thomas Lill*  
Senior Land Officer  
For the Minister/Chief Executive for Natural Resources and Water  
21/07/07

**APPROVED**

Local Government Approval: *BROADSOUND SHIRE COUNCIL*

Integrates Planning Act 2007.

Building Format Plans only

Parcel Allocation:

Map Reference: 8552-14213

Locality: DYSART

Local Government: BROADSOUND SHIRE

Passed & Endorsed: BROADSOUND SHIRE COUNCIL

By: ASSOCIATES PTY LTD

Date: 24/07/2007

Signed: *Antony Thomas Lill*  
Director

Lodgement Fees: Survey Deput \$175.45, Lodgement \$, Photocopy \$, Postage \$, TOTAL \$

Input Plan Number: SP203779

Attachment 2: Aerial view of Lot 3 onSP203779 – Site boundary in red



Attachment 3: Reticulated Water and Sewerage Network



Attachment 4: Site Inspection Photo (dated 8 January 2021)



<b>MEETING DETAILS</b>	<b>Planning Environment and Community Services Standing Committee</b> Tuesday 9 February 2021
<b>AUTHOR</b>	Jim Hutchinson
<b>AUTHOR POSITION</b>	Manager Engaged Communities

## 5.4 CLERMONT HISTORICAL CENTRE JANUARY 2021 OPERATIONS

### EXECUTIVE SUMMARY

This report updates Council on the outcome of changes to seasonal closure arrangements at the Clermont Historical Centre during the school holidays in January 2021.

### OFFICER'S RECOMMENDATIONS

*That the Committee recommends that Council:*

- 1. Receive and note the report.**

### BACKGROUND

The Clermont Historical Centre traditionally undertakes an annual seasonal closure from late December to early March each year, primarily to allow for the resetting of exhibition materials and cataloguing activities in the main buildings which cannot practically occur whilst the museum is open to the public.

At the October 2020 Ordinary Meeting, Council resolved (Resolution 6940) to defer the seasonal closure from the period 19 December 2020 - 3 March 2021 to 24 January - 24 March 2021 for the purposes of activating the museum for the school holiday period in January 2021.

The outcome of the three-week activation of the museum in January 2021 is summarised in the table below.

Operating period 6 January – 23 January 2021		FY21 YTD (as at 23 Jan)
Museum visitors	74	983
Visitor Information Centre services	85	1371
Museum revenue	\$352.00	\$6025.05
Volunteer hours	0	347

These results highlight the value of having the Centre open during the January school holiday period and confirm the Council's anticipation that this would be the case.

Whilst there is no historical visitation data for the January period, the following table illustrates comparative visitation statistics for November and December for the previous four years.

---

Year	November – Museum Visitors	December – Museum Visitors
2017	60	7
2018	33	31
2019	96	24
2020	61	49

## IMPLICATIONS

### Financial

Nil.

## CONSULTATION

Director Planning, Environment and Community Services

Manager Community Hubs

Frontline Coordinator Museums

## BASIS FOR RECOMMENDATION

To update Council on the outcome of changes to the seasonal operating arrangements for the Clermont Historic Centre in January 2021.

## ACTION ACCOUNTABILITY

Manager Engaged Communities.

## KEY MESSAGES

Isaac Regional Council is committed to celebrating the pure people power of our living history through our museum network.

<b>Report prepared by:</b> JIM HUTCHINSON <b>Manager Engaged Communities</b>  Date: 29 January 2021	<b>Report authorised by:</b> JEFF STEWART-HARRIS <b>Director Planning, Environment and Community Services</b>  Date: 3 February 2021
---	--

## ATTACHMENTS

Nil

## REFERENCE DOCUMENT

Nil



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## MEETING DETAILS

**Planning, Environment and Community Services  
Standing Committee**  
Tuesday 9 February 2021

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## AUTHOR

Bruce Wright

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## AUTHOR POSITION

Manager Community Facilities

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## 5.5 COMMUNITY TENURE AND FACILITIES ADVISORY COMMITTEE MINUTES – 8 DECEMBER 2020

### EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Community Tenure and Facilities Advisory Committee Meeting held on Tuesday, 8 December 2020.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. *Receives and notes the minutes of the Community Tenure and Facilities Advisory Committee held on 8 December 2020.***
- 2. *Adopts the recommendations of the Community Tenure and Facilities Advisory Committee held on 8 December 2020, in particular that Council;***
  - i. Note the progress of the Action List.***
  - ii. Notes the status of the leasing program.***
  - iii. Enters into peppercorn License to Occupy agreements with the external parties utilising offices at the Middlemount Community Hall.***
  - iv. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause iii above.***
  - v. Notes the Infrastructure Parks and Recreation Leased Asset Management Update report.***
  - vi. Notes the Infrastructure Parks and Recreation Asset Management Update – Unrelated to Leasing report.***

### BACKGROUND

The Community Tenure and Facilities Advisory Committee (CTFAC), along with the draft Terms of Reference were endorsed by Council at its meeting held 29 August 2017 (Resolution No.5042) and subsequently updated at the meetings held 20 November 2018 (Resolution No. 5719) and 29 July 2020 (Resolution No.6707).

The purpose of the CTFAC is to provide advice to Council on a range of community leasing and tenure related matters. Council may seek advice from the Committee on planning maintenance priorities, capital expenditure requirements, service levels, leasing priorities, strategy updates, tariff changes and billing regimes and any other matters of mutual interest referred to the Committees.

The CTFAC is an advisory body only and has no line of authority. However, the Committee has full right of access to all levels of management through the Chief Executive Officer. Committee Members will act as a customer liaison point for community groups and clubs in Isaac.

The CTFAC met on 8 December 2020. The minutes of this meeting are attached for Councillor's consideration of the recommendations.

## IMPLICATIONS

Implications linked to usage of lease facilities.

Strong risk management approach applied to the proposed use for this lease renewal.

Financial impact on recognising community assets built by community groups would be a financial strain on Council's budget, noting legal advice that Council doesn't have to include these on its Asset Register

Requires ongoing internal liaison and consultation with all stakeholders to ensure sustainable and best use of facilities for the community

## CONSULTATION

Community Tenure and Facilities Advisory Committee members

Asset owners

## BASIS FOR RECOMMENDATION

Consideration and adoption of Community leasing monthly update.

## ACTION ACCOUNTABILITY

Office of Director Planning Environment and Community Services to ensure approved Minutes and/or Committee information are stored in corporate memory and actions recorded and registered for follow-up.

## KEY MESSAGES

Council is committed to transparent decision making, identifying and managing its risks and continuous improvement.

<b>Report prepared by:</b> BRUCE WRIGHT <b>Manager Community Facilities</b>  Date: 2 February 2021	<b>Report authorised by:</b> JEFF STEWART-HARRIS <b>Director Planning, Environment and Community Services</b>  Date: 3 February 2021
--	--

## ATTACHMENTS

- Attachment 1 - Community Tenure and Facilities Advisory Committee Minutes – 8 December 2020

## REFERENCE DOCUMENT

- Agenda - Community Tenure and Facilities Advisory Meeting 22 June 2020
- Isaac Regional Council - Advisory Committee Administrative Guidelines

# MEETING MINUTES

Tuesday 8 December 2020

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**UNCONFIRMED MINUTES OF THE  
COMMUNITY TENURE & FACILITIES ADVISORY  
COMMITTEE MEETING  
OF ISAAC REGIONAL COUNCIL  
HELD TUESDAY, 8 DECEMBER 2020  
MORANBAH COUNCIL CHAMBERS**

# MEETING MINUTES

Tuesday 8 December 2020

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**COMMUNITY TENURE & FACILITIES ADVISORY COMMITTEE MEETING  
OF ISAAC REGIONAL COUNCIL  
HELD TUESDAY, 8 DECEMBER 2020  
MORANBAH COMMUNITY CENTRE**

## 1. OPENING MEETING

The Chair declared the meeting open at 9.03am and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

## 2. ATTENDANCE

Cr Gina Lacey, (Chair) Division Three

Cr Lyn Jones, Division Six

Jeff Stewart-Harris, Director Planning, Environment & Community Services

Rob Perna, Director Engineering and Infrastructure

Bruce Wright, Manager Community Facilities

Karen Montgomery, Manager Council Operated Community Facilities

Nic Crous, Coordinator Parks & Recreation

Kelly Shepherd, Senior Community Leasing Officer

Jana Hesketh, Manager Community Engagement, Programs and Events

Deb Schafer, Technical Officer Parks and Recreation

Dylan Wilson, Engineering and Infrastructure Moranbah Admin

Patti Ruth, Department Administration Office – Community Facilities

## MINUTE TAKER

Ms Barb Franklin, Executive Coordinator Planning, Environment and Community Services



# MEETING MINUTES

Tuesday 8 December 2020

Moved: Cr Lyn Jones

Seconded: Kelly Shepherd

- 1. The Community Tenure & Facilities Advisory Committee confirmed the Minutes of the Isaac Regional Council Community Tenure and Facilities Advisory Committee meeting held on Tuesday, 25 August 2020 by general consensus.*

Carried

## 5. BUSINESS ARISING FROM PREVIOUS MINUTES

- Action Sheet

Resolution  
Number:

T&F0101

Moved:

Jeff Stewart-Harris

Seconded:

Bruce Wright

*That the Community Tenure and Facilities Advisory Committee recommend:*

- 1. That Council note the progress of the Action List*

Carried

## 6. DISCUSSION/OFFICERS REPORTS

6.1

### COMMUNITY LEASING PRIORITIES UPDATE

#### EXECUTIVE SUMMARY

This report serves to provide Council with an update of the current status of community leases, actions and priorities. In addition, the report provides an overview of additional tasks and projects being undertaken by Community Leasing.

#### OFFICER'S RECOMMENDATION

*That the Community Tenure & Facilities Advisory Committee recommend that Council:*

- 1. Notes the status of the leasing program.*

# MEETING MINUTES

Tuesday 8 December 2020

**Resolution Number:** T&F0102

**Moved:** Bruce Wright

**Seconded:** Cr Lyn Jones

*That the Community Tenure and Facilities Advisory Committee recommends that Council:*

- 1. Notes the status of the leasing program.*

**Carried**

## 6.2 TENURE AGREEMENTS FOR EXTERNAL USERS OF THE MIDDLEMOUNT COMMUNITY HALL

### EXECUTIVE SUMMARY

The purpose of this report is to consider future tenure agreements for the external parties utilising offices as the Middlemount Community Hall.

### OFFICER'S RECOMMENDATION

*That the Community Tenure & Facilities Advisory Committee recommend that Council:*

- 1. Enter into peppercorn License to Occupy agreements with the external parties utilising offices at the Middlemount Community Hall.*
- 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.*

**Resolution Number:** T&F0103

**Moved:** Cr Lyn Jones

**Seconded:** Jeff Stewart-Harris

*That the Community Tenure & Facilities Advisory Committee recommends that Council:*

# MEETING MINUTES

Tuesday 8 December 2020

1. *Enters into peppercorn License to Occupy agreements with the external parties utilising offices at the Middlemount Community Hall.*
2. *Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.*

Carried

## 6.3 INFRASTRUCTURE PARKS & RECREATION LEASED ASSET MANAGEMENT UPDATE

### EXECUTIVE SUMMARY

The purpose of this report is to update the committee on issues that have arisen within the Parks and Recreation Facilities.

### OFFICER'S RECOMMENDATION

*That the Committee recommend that Council:*

1. *Note the report.*

Resolution Number: T&F0104

Moved: Bruce Wright

Seconded: Kelly Shepherd

*That the Community Tenure & Facilities Advisory Committee recommends that Council:*

1. *Notes the report.*

Carried

## 6.4 INFRASTRUCTURE PARKS AND RECREATION ASSET MANAGEMENT UPDATE – UNRELATED TO LEASING



# MEETING MINUTES

Tuesday 8 December 2020

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## PURPOSE OF THE REPORT

The purpose of this report is to update the committee on issues that have arisen within the Parks & Recreation Facilities.

## OFFICER'S RECOMMENDATION

*That the Community Tenure and Facilities Advisory Committee recommends that Council:*

- 1. Note the report.*

**Resolution  
Number: T&F0105**

**Moved: Jeff Stewart-Harris                      Seconded: Bruce Wright**

*That the Community Tenure and Facilities Advisory Committee recommends that Council:*

- 1. Notes the report.*

**Carried**

## 7. GENERAL BUSINESS

- Nil

## 8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 9.52  
Next meeting scheduled for 11 February 2021.

.....  
Chair

..... / ..... / .....  
DATE

## MEETING DETAILS

### Planning Environment and Community Services

#### Standing Committee

Tuesday 9 February 2021

## AUTHOR

Jeff Stewart-Harris

## AUTHOR POSITION

Director Planning Environment and Community Services

## 5.6 PLANNING ENVIRONMENT AND COMMUNITY SERVICES – FOR CONSIDERATION FOR INCLUSION IN THE LOCAL ROADS AND COMMUNITY INFRASTRUCTURE GRANT AND THE BUILDING BETTER REGIONS FUND (ROUND 5)

### EXECUTIVE SUMMARY

This report identifies a number of candidate projects from the Planning Environment and Community Services Directorate for Council's consideration for submission to the Local Roads and Community Infrastructure Grant funding and the Building Better Regions Fund (Round 5).

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. *Considers the following list of projects, in conjunction with lists recommended by other Standing Committees, for inclusion in Council's submission for the Local Roads and Community Infrastructure Phase 2 Grant.*

#### Planning Environment and Community Services projects for consideration for Local Roads and Community Infrastructure funding

Title	Description	Estimate	Comment on "readiness"
Nebo Showgrounds –	Upgrades to two non-compliant kitchens – these are known early works ahead of the masterplan being finalised. These contribute directly to the public safety of the 25,000+ visitors to the facility per annum	\$250,000	FY2022 PAG Bid, can be mobilised quickly
Tourism public facilities – Mt Britton	Enhancement of the tourism trails across Isaac and the wider region by replacing public toilet and minor visitor furniture and signage	\$120,000	FY2022 PAG Bid, modular units to be installed, meaning high level of readiness
Tourism signage	Stage 1 upgrades to billboard, directional and interpretive tourism signage across region. From signage audit work to date there are likely to be warrants for another two stages of similar	\$100,000	Can be mobilised quickly in line with the Strategic Recovery Plan

	scope as the development of the Regions tourism offerings mature		
<b>Clermont Civic Centre – Kitchen Refurbishment</b>	To refurbish the current non-compliant kitchen to service both functions and events held at the Civic Centre and to support catered events across the civic precinct and wider district	\$150,000	FY2022 PAG Bid, can be mobilised quickly
<b>Middlemount Community Hall – Replacement of Breezair Units</b>	Replacement of 16 Breezair evaporative cooler units	\$95,000	FY2022 PAG Bid
<b>Dysart Community Hub</b>	Internal refurbishment of the Dysart Library to better utilise the space in this modern building and to create the integrated community hub	\$120,000	FY2022 PAG Bid
<b>St Lawrence hall Refurbishment</b>	Internal and external refurbishment – safety and compliance. Total project \$80,000. The St Lawrence and District Bowls Club has had successful Gambling Community Benefit funding of \$29,820 for the kitchen component	\$51,000	FY2022 PAG Bid
	<b>Total</b>	<b>\$886,000</b>	
	<b>Funding available</b>	<b>\$1,579,953</b>	
	<b>Difference</b>	<b>\$693,000</b>	

2. *Considers the following list of projects, in conjunction with lists recommended by other Standing Committees, for inclusion in Council's submission for Round 5 of the Building Better Regions Fund under the Community Investment and Infrastructure Streams as noted respectively.*

<b>Proposed identified projects for BBRF list Community Investment Stream</b>			
<b>Title</b>	<b>Description</b>	<b>Estimate</b>	<b>Comment</b>
<b>Resources Social and Environmental Excellence Hub</b>	Proof of concept and project development for a transformational project to establish Isaac as a focal point in the global resources, social and environmental knowledge,	\$250,000	Expected outcomes would be concept layout of hub campus, architectural sketches of key buildings and interpretive exhibition design and elements, site identification and servicing plan, template heads of agreements for essential hub partners, concept level costing and delivery program and related

	innovation and excellence community		documentation
<b>Sustainable Resources Communities' Futures (through transformational open-cut mining rehabilitation)</b>	Proof of concept and project development for a transformational project to secure sustainable futures for Isaac's resources communities	\$100,000	Expected outcomes would be to establish a framework in which this project can evolve and deliver futures scenarios and plans with or without the Resources Social and Environmental Excellence Hub in place
<b>Strategic Regional Trails and Coastal Tourism Plan</b>	Strategic regional plan to identify the nature, priority, sequencing and value for developing tourism trails and coastal tourism opportunities throughout the region, to inform future investment and tourism development priorities	\$250,000	Expected outcomes would be a strategic regional plan for delivering tourism trails and the necessary coastal tourism infrastructure to respond to the target tourism markets for the region in line with the Strategic Recovery Plan

### Proposed identified projects for BBRF list Infrastructure Stream

Title	Description	Estimate	Comment
<b>Water park at GCAC</b>	Replacement of current end of life water park with a longer life, zero entry water park and related aspects resulting from engagement	\$850,000 to be confirmed	Community engagement current, GHD undertaking design, can be constructed both in and out of pool season to be completed by end December 2021
	<b>Total – Community Investment and Infrastructure and Projects</b>	<b>\$1,450,000</b>	
	Council Contribution	\$725,000	
	BBRF Contribution	\$725,000	

## BACKGROUND

There are two imminent sources of external funding that are relevant to a range of future Council projects. They are the Local Roads and Community Infrastructure Grant Phase 2 (LRCI) and the Building Better Regions Fund (Round 5) (BBRF5). The Executive Leadership Team has considered potential projects from all Directorates and has proposed that each Directorate submits lists of candidate projects to their respective Standing Committees for initial consideration, prior to Council determining a consolidated whole-of-Council approved project list.

### Local Roads and Community Infrastructure Grant Phase 2

The LRCI is Queensland government funding and Isaac Regional Council has been allocated a 100% funded grant totalling \$1,579,953 for improvements to road and community infrastructure. Eligible works include general roadworks to footpaths, park facilities and works for other community infrastructure. Master planning and studies are not eligible. Critically project must be delivered by 30 December 2021 so projects must be substantially "shovel ready" or be relatively simple to design to meet the construction completion deadlines.

The advantage of funding of this nature (like the Works for Queensland Program) is the opportunity for Council to fund and/or bring forward a range of smaller projects that would not normally attract funding from a competitive funding bid process.

Projects nominated include road, park and community infrastructure and are included in the attached spreadsheet. The list below includes projects to the value of the full grant and alternate projects for the Standing Committee to consider should they deem them a higher priority. It is acknowledged that other Directorates will have projects for consideration, and it is anticipated that not all projects will be from the Planning Environment and Community Services Directorate. The following tables identify projects for consideration under this grant program.

<b>Planning Environment and Community Services projects for consideration for Local Roads and Community Infrastructure funding</b>			
<b>Title</b>	<b>Description</b>	<b>Estimate</b>	<b>Comment on "readiness"</b>
<b>Nebo Showgrounds –</b>	Upgrades to two non-compliant kitchens – these are known early works ahead of the masterplan being finalised. These contribute directly to the public safety of the 25,000+ visitors to the facility per annum	\$250,000	FY2022 PAG Bid, can be mobilised quickly
<b>Tourism public facilities – Mt Britton</b>	Enhancement of the tourism trails across Isaac and the wider region by replacing public toilet and minor visitor furniture and signage	\$120,000	FY2022 PAG Bid, modular units to be installed, meaning high level of readiness
<b>Tourism signage</b>	Stage 1 upgrades to billboard, directional and interpretive tourism signage across region. From signage audit work to date there are likely to be warrants for another two stages of similar scope as the development of the Regions tourism offerings mature	\$100,000	Can be mobilised quickly in line with the Strategic Recovery Plan
<b>Clermont Civic Centre – Kitchen Refurbishment</b>	To refurbish the current non-compliant kitchen to service both functions and events held at the Civic Centre and to support catered events across the civic precinct and wider district	\$150,000	FY2022 PAG Bid, can be mobilised quickly
<b>Middlemount Community Hall – Replacement of Breezeair Units</b>	Replacement of 16 Breezeair evaporative cooler units	\$95,000	FY2022 PAG Bid
<b>Dysart Community Hub</b>	Internal refurbishment of the Dysart Library to better utilise the space in this modern building and to create the	\$120,000	FY2022 PAG Bid

	integrated community hub		
<b>St Lawrence hall Refurbishment</b>	Internal and external refurbishment – safety and compliance. Total project \$80,000. The St Lawrence and District Bowls Club has had successful Gambling Community Benefit funding of \$29,820 for the kitchen component	\$51,000	FY2022 PAG Bid
	Total	\$886,000	
	Funding available	\$1,579,953	
	Difference	\$693,000	

<b>Other projects for consideration</b>			
<b>Water Park at GCAC</b>	Replacement of current end of life water park with a longer life, zero entry water park and related aspects resulting from engagement	\$850,000 to be confirmed	Community engagement current, GHD undertaking design, can be constructed both in and out of pool season to be completed by end December 2021
<b>'Snow's Place' Nebo</b>	Staged upgrades in line with feasibility study (December 2014)	Staging to total of \$3,500,000	The proposal requires the extension of infrastructure services to the site, meaning that early staging is not likely to demonstrate a major impact towards the ultimate vision for the precinct
<b>Town entry signage</b>	1 (more) x Dysart, 2 x Nebo, 2 x Clermont, 1 x Glenden, 2 x Carmila 1 x St Lawrence, 2 x Clairview	\$100,000 to \$1,100,000	Could be mobilised quickly for sites under Council's control

### Building Better Regions Fund Round 5

The Australia government has opened round 5 of the Building Better Regions Fund (BBRF). It is a \$200M nationwide grant aimed at driving economic growth and building stronger regional communities. Notably the grant has \$100M isolated for tourism- related projects focussed on mitigating the economic impacts of COVID-19.

There are two funding streams available generally on a 50:50 basis – *Infrastructure Projects Stream* of new, upgraded or beneficial replacement of infrastructure (grants of \$20,000 to \$10 million); and *Community Investment Stream* for new or expanded events, strategic regional plans, leadership and capability strengthening activities that provide economic and social benefits (grants of \$5,000 to \$1 million). For remote areas and other demonstrated hardship, the grant component can be up to 75% for both streams. For small Community Investment Stream projects of \$20,000 or less, grant funding can be up to 100% of eligible project costs.

# PLANNING ENVIRONMENT AND COMMUNITY SERVICES

The Planning Environment and Community Services Directorate has nominated projects in both the Community Investment and Infrastructure streams. Applications close on 5 March 2021 and involve a substantial amount of work and analysis to demonstrate the beneficial social and economic merits with credible evidence. Projects will be evaluated by the Federal Government on merit. There is no set limit per Council.

In late 2020, following Council's strategic planning workshops in September, preliminary concepts were developed for two transformational projects; namely the Resources Social and Environmental Excellence Hub project; and, Sustainable Resource Communities' Futures project. Preliminary concept documents are being refined and will be provided to Councillors under separate cover.

While there have been initial Council briefing discussions about these concepts, they are yet to be formally endorsed as project proposals. There has been initial informal engagement of potential funding partners and other participants in the resource's excellence community, with positive feedback. The next step is to undertake further proof of concept and project development work, which could be supported through the Community Investment Stream of the BBRF.

The following tables set out projects for consideration under this funding program.

Proposed identified projects for BBRF list Community Investment			
Title	Description	Estimate	Comment
<b>Resources Social and Environmental Excellence Hub</b>	Proof of concept and project development for a transformational project to establish Isaac as a focal point in the global resources, social and environmental knowledge, innovation and excellence community	\$250,000	Expected outcomes would be concept layout of hub campus, architectural sketches of key buildings and interpretive exhibition design and elements, site identification and servicing plan, template heads of agreements for essential hub partners, concept level costing and delivery program and related documentation.
<b>Sustainable Resources Communities' Futures (through transformational open-cut mining rehabilitation)</b>	Proof of concept and project development for a transformational project to secure sustainable futures for Isaac's resources communities	\$100,000	Expected outcomes would be to establish a framework in which this project can evolve and deliver futures scenarios and plans with or without the Resources Social and Environmental Excellence Hub in place
<b>Strategic Regional Trails and Coastal Tourism Plan</b>	Strategic regional plan to identify the nature, priority, sequencing and value for developing tourism trails and coastal tourism opportunities throughout the region, to inform future investment and tourism development priorities	\$250,000	Expected outcomes would be a strategic regional plan for delivering tourism trails and the necessary coastal tourism infrastructure to respond to the target tourism markets for the

Proposed identified projects for BBRF list Infrastructure			
Title	Description	Estimate	Comment
			region in line with the Strategic Recovery Plan
<b>Water park at GCAC</b>	Replacement of current end of life water park with a longer life, zero entry water park and related aspects resulting from engagement	\$850,000 to be confirmed	Community engagement current, GHD undertaking design, can be constructed both in and out of pool season to be completed by end December 2021
	Total – Community Investment and Infrastructure and Projects	\$1,450,000	
	Council Contribution	\$725,000	
	BBRF Contribution	\$725,000	

Other projects for consideration			
<b>Strategic Regional Plan to re-position Queensland Music Festival</b>	COVID-19 caused QMF to fundamentally review its delivery model away from the biennial festivals through Council's long association with the festival. A strategic regional plan would put scope and structure around the opportunity presented by new model festival offerings attending more communities across the region and integrating with other community and cultural development efforts.	\$80,000 subject to review	Expected outcomes would be a blueprint for multi-dimensional engagement of Isaac communities through its longstanding relationship with the QMF and within historical resourcing levels.

### Other Projects and Funding

The Moranbah Community Centre Revitalisation (\$6.1 million) has not been included for consideration because it is still considered that this project, as one of Council's signature advocacy projects, is a compelling candidate for funding from the Resources Community Infrastructure Fund.

Similarly, Stage 2 of the Clermont Saleyards and Showgrounds Revitalisation (\$3.279 million) has not been included for consideration because it is being advanced by the Greater Whitsunday Council of Mayors in conjunction with Regional Development Australia and Greater Whitsunday Alliance for Commonwealth Regional Recovery Partnerships Funding.

The Clermont Aerodrome Pavement Reseal project (\$300,000) has not been included because it is the subject of an application for 100% funding under the Commonwealth Regional Airport Program.

### IMPLICATIONS



The LRCI 100% subsidised grant with no impact on Councils' operational budgets. By funding these projects from this source, it will provide Council with some greater flexibility for its own source capital funded projects in FY 2022. However, it should be noted that the LRCI funding must be expended by 30 December 2021 so it will require careful review of programs to ensure delivery.

The FY2021 PECS capital program has grown significantly since the adoption of the budget. In order to take full advantage of the LRCI funding before the end of December 2021, it may be necessary to review the capital program and consciously defer some of the existing projects to bring forward some of these in order to properly service the delivery of the program.

The BBRF is a 50/50 split so Council will need to fund 50% of all nominated projects. The BBRF is over a 2-year period which allows Council to spread its cash contribution over a number of financial years. The 2-year period also allows for larger projects with a design lead in time to be submitted (i.e. design year 1 and construct year 2).

The three Community Investment Stream proposals are essentially planning projects, part of which will be to identify and ideally minimise ongoing operational cost impacts. The GCAC waterpark project is pursuing a design with longer asset life (lower annual depreciation expenses) and lower operational costs due to the zero entry nature of the proposed waterpark. A further design consideration will be the achievement of appropriate sight lines to avoid the need for an additional life guard position in the event that a wading pool is incorporated in the final design.

The competitive application process for BBRF is quite onerous, particularly in the demonstration of social and economic benefit. While there is some capacity within the PECS Directorate to support this, it may be necessary to seek modest external support from within existing operational budgets.

## **CONSULTATION**

Projects have been discussed with the Executive Leadership Team and the Planning, Environment and Community Services Leadership Team.

Informal consultation with potential funding partners and resource excellence community partners has occurred in relation to the two funding projects for BBRF.

The Strategic Regional Trails and Coastal Plan proposal for BBRF funding has been the subject of ongoing engagement with Mackay Tourism Limited since the development of the destination marketing plan in late 2017. Similar engagement has occurred in relation to the two tourism projects proposed for LRCI funding.

A formal community engagement program is currently being undertaken for the waterpark at GCAC with the survey indicating strong support for a zero entry waterpark together with a wading pool.

The remaining LRCI projects for the Nebo Showgrounds and three halls have been the subject of engagements with key user groups as part of the FY 2022 PAG Bid development.

## **BASIS FOR RECOMMENDATION**

The nominated projects are required by Council and fit the eligibility criteria for the respective funds.

# PLANNING ENVIRONMENT AND COMMUNITY SERVICES

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## ACTION ACCOUNTABILITY

Once approved the Director of Planning Environment and Community Services is accountable for ensuring any projects submitted by Council and subsequently approved by the funding authority are delivered by respective managers, to the budgets and within the submitted timeframes.

## KEY MESSAGES

Council in combination with the Queensland State Government and the Australian Federal government are investing in our communities to provide valuable infrastructure and enhance our regional communities.

<b>Report prepared by:</b>	<b>Report authorised by:</b>
JEFF STEWART-HARRIS	GARY STEVENSON PSM
<b>Director Planning Environment and Community Services</b>	<b>Chief Executive Officer</b>
Date: 3 February 2021	Date: 4 February 2021

## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- Nil

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<b>MEETING DETAILS</b>	<b>Planning Environment and Community Services Standing Committee Tuesday 9 February 2021</b>
<b>AUTHOR</b>	Alexis Aylward
<b>AUTHOR POSITION</b>	Planning and Systems Specialist

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## 5.7 ADOPTION OF ISAAC REGIONAL PLANNING SCHEME 2021

### EXECUTIVE SUMMARY

This report seeks Council's approval to adopt and gazette the *Isaac Regional Planning Scheme 2021* (incorporating the Draft Local Government Infrastructure Plan and Planning Scheme Policies), along with the associated *Isaac Regional Council Charges Resolution (No. 3) 2021*, in accordance with the *Planning Act 2016*. A Council resolution is also required under the *Building Act 1975* to enable planning provisions to be applied to Building Work when being undertaken on land identified in the Bush Fire Hazard and Flood Hazard Overlays of the Planning Scheme.

### OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Adopts the proposed *Isaac Regional Planning Scheme 2021* (incorporating amendments undertaken to comply with the Ministerial conditions imposed on the approval to adopt the proposed *Planning Scheme as issued to Council on 14 September 2020*), in accordance with step 13 of the Chief Executive Notice (dated 9 September 2017) issued pursuant to Section 18 *Planning Act 2016*.**
2. **Adopts each of the following Planning Scheme Policies in accordance with Section 22 *Planning Act 2016* and Chapter 3 Part 1 Section 5 *Minister's Guidelines and Rules Under the Planning Act (version 1.1) September 2020* which are contained in Schedule 4 of the proposed *Isaac Regional Planning Scheme 2021*:**
  - i. **Planning scheme policy for development works**
  - ii. **Acid sulfate soils planning scheme policy**
  - iii. **Bushfire hazard planning scheme policy**
  - iv. **Coastal hazard planning scheme policy**
  - v. **Dust planning scheme policy**
  - vi. **Flood hazard planning scheme policy**
  - vii. **Landslide hazard planning scheme policy**
3. **Adopts the proposed local government infrastructure plan, incorporated as Part 4 of the *Isaac Regional Planning Scheme 2021* in accordance with Chapter 5 Part 4 Section 21.1 *Minister's Guidelines and Rules Under the Planning Act (version 1.1) September 2020* and Section 21 of the *Planning Act 2016*.**

4. Adopts the proposed *Isaac Regional Council Charges Resolution (No. 3) 2021* in accordance with Section 113 of the *Planning Act 2016*, superseding *Isaac Regional Council Charges Resolution (No. 2) 2018*.
5. Adopts a commencement date of 1 April 2021 for the *Isaac Regional Planning Scheme 2021* and associated *Isaac Regional Council Charges Resolution (No. 3) 2021*.
6. Resolves pursuant to Section 12 of the *Building Regulations 2006* that bushfire prone areas identified in the OM4: Bushfire Hazard Overlay Maps, OM4: Bushfire Hazard Overlay Maps Township Localities Coastal and OM4: Bushfire Hazard Overlay Maps Township Localities Inland contained in the proposed *Isaac Regional Planning Scheme 2021* be designated bushfire prone areas for the purposes of the *Building Code of Australia 1975* and the *Queensland Development Code*.
7. Resolves pursuant to Section 13 of the *Building Regulations 2006* that flood prone areas identified in the OM8: Flood Hazard Overlay Maps, OM8: Flood Hazard Overlay Maps Township Localities Coastal and OM8: Flood Hazard Overlay Maps Township Localities Inland in the proposed *Isaac Regional Planning Scheme 2021* to:
  - a. designate these areas as a natural hazard management area (flood); and
  - b. declare that the freeboard buildings in a natural hazard area (flood), shall have:
    - i. habitable rooms a minimum floor level at least 0.5m above the defined flood event.
    - ii. floor levels of non-habitable rooms (other than Class 10 buildings) above the defined flood event or allow for the flow through of floodwaters on the ground floor.
    - iii. where involving an extension to an existing residential use that has habitable rooms below the level referred to in 2.i, any extension does not exceed 25m<sup>2</sup> gross floor area.

**Note:** These provisions are consistent with clauses A06.2 to A06.4 in Table 7.2.7.3(a) in the proposed *Isaac Regional Planning Scheme 2021*

8. Approves the issuing of a public notice advising of the adoption of the *Isaac Regional Planning Scheme 2021*, incorporating the Part 4 Local Government Infrastructure Plan and its seven (7) Planning Scheme Policies, along with the associated Adopted Charges Resolution in newspapers circulating within the Isaac Regional Council area and also in the Queensland Government Gazette in accordance with Section 18 (5) (h) *Planning Act 2016*.
9. Approves the Chief Executive Officer to issue correspondence to the Deputy Premier and Minister for State Development, Infrastructure, Local Government and Planning and Minister for Economic Development Queensland notifying them of Council's decisions.

## BACKGROUND

### *Isaac Regional Planning Scheme 2021 (proposed planning scheme)*

Council made an initial resolution on 24 May 2016 to prepare the proposed planning scheme pursuant to the *Sustainable Planning Act 2009*. Subsequently Council resolved on 11 July 2017 to terminate the plan making actions under the *Sustainable Planning Act 2009* and initiate advancement of the proposed planning scheme pursuant to Section 18 of the *Planning Act 2016*.

Council's Liveability and Sustainability Department has project managed the preparation of the proposed planning scheme in accordance with the *Planning Act 2016*, the *Minister's Guidelines and Rules Under the*

*Planning Act and the Chief Executive Notice Pursuant to Section 18 of the Planning Act 2016* (as issued to Council on 9 September 2017). The proposed planning scheme has been developed in close consultation with state government agencies, ensuring compliance with the *State Planning Policy July 2017* and the *Mackay, Isaac and Whitsunday Regional Plan 2012*. Extensive consultation has been undertaken with Isaac communities and this is discussed in greater detail in the consultation section of this report.

Following Council's resolution of August 2020, notice was provided to the Minister requesting adoption of the proposed planning scheme, in accordance with Step 11 of Council's Chief Executive Notice issued under section 18(3) of the *Planning Act 2016*. The Minister responded on the 14 September 2020 giving consent to Council to adopt the proposed planning scheme, subject to compliance with five conditions (**Attachment 1**). Version 1.0 of the proposed planning scheme has been prepared for adoption and gazettal and incorporates all of the Minister's conditions (**Attachment 2**).

## Planning scheme policies

The planning scheme policies were formulated as part of the preparation of the proposed planning scheme and give guidance to the implementation of provisions contained within the planning scheme. The planning scheme policies form Schedule 4 of the proposed planning scheme (**Attachment 2**). The planning scheme policies were subject to the same State Government agency liaison and public consultation programmes that were undertaken for the proposed planning scheme.

The seven planning scheme policies are:

- i. Development works planning scheme policy
- ii. Acid sulfate soils planning scheme policy
- iii. Bushfire hazard planning scheme policy
- iv. Coastal hazard planning scheme policy
- v. Dust planning scheme policy
- vi. Flood hazard planning scheme policy
- vii. Landslide hazard planning scheme policy

There is a separate statutory process for the creation of planning scheme policies, requiring separate resolution for their adoption.

## Local Government Infrastructure Plan (LGIP)

On the Tuesday 26 April 2016, Council resolved to prepare a LGIP pursuant to the *Sustainable Planning Act 2009* which would form part of a future planning scheme for the Isaac Region local government area. On 11 July 2017, Council decided that the LGIP (to form Part 4 of the draft planning scheme) would follow a separate statutory process independent of the other parts of the proposed planning scheme up until the time of Council adoption.

A LGIP identifies the local government's plans for trunk infrastructure that are necessary to service urban development at the desired standard of service in a coordinated, efficient and financially sustainable manner over the next 10 to 15 years. This plan covers the stormwater, sewerage, transport and parks/community land networks but does not include the stormwater network.

As the proposed planning scheme preparations were delayed, Council proceeded to adopt the material prepared for the LGIP, based on 2016 base data, as *Isaac Regional Council Charges Resolution (No. 2) 2018* on 24 April 2018. This document was gazetted on 1 July 2018.

Council formally resolved to prepare the proposed LGIP pursuant to the *Planning Act 2016* on the 11 May 2020 prior to the public consultation phase commencing in June 2020.

On 26 August 2020, Council considered the public submissions received during consultation of the draft LGIP and resolved to undertake the second independent review, second state interest review and then forward the LGIP to the Minister with a request for approval to adopt the LGIP. The draft LGIP was sent to the Minister on the 4 September 2020, prior to the Queensland Government caretaker period, however Ministerial approval to adopt the LGIP was not provided until 17 December 2020 (**Attachment 3**). The finalised LGIP for adoption of Council has been incorporated into the proposed planning scheme (**Attachment 2**).

### *Isaac Regional Council Charges Resolution (No. 3) 2021*

Infrastructure charges are levied on new developments to fund the cost of trunk infrastructure required to support development. The background material that underpins an adopted charges resolution is drawn from the LGIP in the proposed planning scheme. The adopted charges resolution identifies the methodology for calculating the levied charge and identifies the different adopted charges for the various types of development.

The proposed *Isaac Regional Council Charges Resolution (No. 3) 2021 (Attachment 4)* will apply to development across the entire Isaac Region local government area, including the Moranbah Priority Development Area.

The proposed *Isaac Regional Council Charges Resolution (No. 3) 2021* will supersede the *Isaac Regional Council Charges Resolution (No. 2) 2018* but does not apply retrospectively to development applications made prior to commencement of the new charge's resolution.

### Bushfire Hazard Overlay and Building Controls

The proposed planning scheme incorporates three bushfire hazard overlay maps that were prepared with reference to the *State Planning Policy: Natural hazards, risk and resilience – bushfire July 2017*:

1. OM4 Bushfire Hazard Overlay Maps
2. OM4 Bushfire Hazard Overlay Maps – Townships Localities Coastal
3. OM4 Bushfire Hazard Overlay Maps – Townships Localities Inland

The Queensland Government is encouraging Councils to take up the option of aligning the planning scheme development controls with the *Building Act 1975* provisions and Building Work standards by declaring identified bush fire prone areas in the hazard overlay mapping as 'designated bushfire prone areas' under the *Building Regulation 2006*. This then triggers the requirement for people constructing buildings in these areas to be subject to the *National Construction Code* and *Australian Standard AS3959:2018 Construction of buildings in bushfire prone areas* in the assessment of Building Work development applications.

### Flood Hazard Overlay and Building Controls

The proposed planning scheme incorporates three flood hazard overlay maps that were prepared with reference to the *State Planning Policy: Natural hazards, risk and resilience – flood July 2017*:

1. OM8 Flood Hazard Overlay Maps
2. OM4 Flood Hazard Overlay Maps – Townships Localities Coastal
3. OM4 Flood Hazard Overlay Maps – Townships Localities Inland

The State is encouraging Councils to take up the option of aligning the planning scheme development controls with the *Building Act 1975* provisions with regard to and Building Work standards by declaring identified flood prone areas in the hazard overlay mapping as ‘designated flood hazard areas’ under the *Building Regulation 2006*. This allows Council to use the planning scheme provisions to override the statutory building framework to determine the minimum finished floor levels for habitable areas in ‘designated flood hazard areas.’

## Gazettal process

The proposed planning scheme, LGIP, planning scheme policies and charges resolution must be publicly notified in order to take effect.

A planning scheme takes effect from the day on which the notice is published in the Queensland Government Gazette, or the later day stated in the notice or stated in the actual document. To avoid uncertainty over key dates it is best practise that the commencement date is the same as the date the document is notified in the Gazette.

The proposed date of gazettal and commencement is Thursday 1 April 2021. This date was chosen as it allowed sufficient time from adoption date for the notices to be placed in publications (local newspapers and Queensland Government Gazette) and other internal processes to be put in place ready for activation.

## Ministerial Notification

The final step in the process to make the proposed planning scheme and have it taken effect is to provide the Minister with the following:

- correspondence outlining Council’s resolution to adopt the proposed planning scheme, including a copy of Council’s minutes,
- Council’s public notice of commencement of the proposed planning scheme, and
- a copy of the adopted and gazetted scheme document and associated *Isaac Regional Council Charges Resolution (No. 3) 2021*.

## Amendment Programme

The Liveability and Sustainability Department, through early testing of the scheme provisions, has identified a need for an Administrative Amendment to *Isaac Regional Planning Scheme 2021*. This will consist of minor matters that will improve the legibility of the planning scheme but do not change any substantive content. Advice on these matters will be provided for Council’s consideration in mid-2021. Administrative Amendments follow a simplified process for adoption under the *Minister’s Guidelines and Rules Under the Planning Act (version 1.1 September 2020)*, with no public exhibition required prior to adoption.

The Liveability and Sustainability Department has identified a number of more substantive amendments to improve the planning scheme’s workability, policy operation and incorporation of State legislative changes. The process to amend a planning scheme involves consultation with state government agencies and public consultation prior to adoption.

It is also recommended that Council consider a future biennial review programme for its LGIP and adopted charges resolution, given that:

- the trunk infrastructure priorities of Council change and the LGIP needs to reflect the 10-year capital work programme
- the characteristics of communities, including their spatial patterns and demography change. As an example, the population data in the planning assumptions needs to be updated following release of the 2021 Census data
- the stormwater network has been removed from this LGIP and needs to be incrementally reintroduced into the LGIP as the necessary information becomes available for each urban community. Council cannot require an infrastructure charge from new development for the stormwater network until this background work is complete
- it is anticipated there will be amendments required to the content and format of both the LGIP and the adopted charges resolution from time to time, due to legislative changes and case law proceedings.

## Revocation of Moranbah Priority Development Area

Upon gazettal of the *Isaac Regional Planning Scheme 2021*, Council will be in position to pursue the revocation of the of the *Moranbah Priority Development Area* pursuant to the *Economic Development Act 2012*. Council resolved on this course of action on 11 July 2017 and informed the State of its intent at that time. An action plan is being developed by the Liveability and Sustainability Department to facilitate this process.

## **IMPLICATIONS**

The commencement of the new Planning Scheme shall supersede the three current Planning Schemes for the former local government areas of Belyando, Broadsound and Nebo in accordance with Section 18(8) of the *Planning Act 2016*.

The Council webpage must be updated with a full copy of the gazetted *Isaac Regional Planning Scheme 2021* and also a copy of the superseded planning schemes, so they are readily available for inspection in accordance with Schedule 22 of the *Planning Regulation 2017*.

For a period of 12 months after gazettal of a new planning scheme, an applicant may request for a development to be assessed under a superseded planning scheme in accordance with Section 29 of the *Planning Act 2016*.

There shall continue to be instances where development is assessed under other legislative instruments that have force and effect in the Council area including (for example):

- Development which cannot be categorised as assessable development by a local categorising instrument pursuant to Schedule 6 of the *Planning Regulation 2017*, such as wind farms, development on mining tenements, or development in a priority development area.
- Development that is undertaken in a State Development Area and assessed under the *State Development and Public Works Organisation Act 1971*.



## CONSULTATION

### Isaac Regional Planning Scheme 2021 and planning scheme policies

Council undertook multiple periods of public consultation in preparation of the proposed planning scheme. The two statutory periods of public consultation from July-October 2018 and June-July 2020 encompassed the entire region, with other sessions focussed on early drafting engagement or revision of coastal planning provisions.

Statutory requirement	Consultation undertaken	Dates
Nil	Pre- Scheme drafting community consultation	Nov – Dec 2016
Hold consultation for a period of at least 40 business days	1 <sup>st</sup> round of public consultation was held for a period of 58 business days, including targeted sessions held in coastal communities	16 July 2018 to 5 October 2018  Coastal consultation dates: 25, 26, 30 and 31 July 2018 plus 3 and 19 September 2018
Nil	Post-public notification meetings held in coastal communities to present Council's proposed response to the public submissions received opposing the Limited Development Zone in coastal communities impacted by coastal hazard risks.	21 and 22 November 2018
Nil	Community engagement sessions to share results of the detailed coastal hazard study and discuss pathways forward for residential development in coastal communities	23 and 24 October 2019
Hold consultation for a period of at least 20 business days (re-notification)	Statutory renotification of the revised planning scheme was undertaken for a period of 31 business days, including targeted community sessions held coastal communities.	8 June 2020 to 20 July 2020  Coastal community sessions: 15 and 16 July 2020

The policy approach and community engagement programme delivered by Council in responding to community concerns about impacts on property development rights in light of the coastal planning provisions in the proposed planning scheme has been commended by the State Government and received the Overall Award and Hard Won Victory Award at the 2020 Planning Institute of Australia QLD Awards for Planning Excellence.

### Local Government Infrastructure Plan (Part 4 of the Isaac Region Planning Scheme 2021)

The public consultation period for the LGIP commenced on 8 June and concluded on the 4 August 2020. The public consultation period was conducted for 42 business days. The *Community Engagement and Communication Report* that summarises the community engagement programme undertaken during the public notification phase was considered by Council on 26 August 2020 and submitted to the Minister as part of the request for Council approval to adopt the LGIP.

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## **BASIS FOR RECOMMENDATION**

The proposed *Isaac Regional Planning Scheme 2021* is a cohesive document that contains both the forward vision and operational provisions to regulate new development in the Isaac Region. It replaces the three existing Planning Schemes that respectively covered the former Belyando, Broadsound and Nebo local government areas.

The proposed *Isaac Regional Planning Scheme 2021* and proposed *Isaac Regional Council Charges Resolution (No. 3) 2021* have been prepared in accordance with the statutory requirements of the *Planning Act 2016*, *State Planning Policy July 2017* and the *Mackay, Isaac and Whitsunday Regional Plan 2012-2031* in close consultation with state government agencies.

Council's most recent public consultation process on the proposed planning scheme was well received, with only 14 submissions opposing the revised coastal planning provisions, down from 340 since the initial public exhibition period in 2018. The planning scheme documents have remained on Council's webpage for public viewing and access since renotification and has been utilised by proponents in scoping and preparation of development applications.

## **ACTION ACCOUNTABILITY**

Liveability and Sustainability Department to prepare correspondence for approval of the Chief Executive Officer notifying the Minister of Council's decision to adopt and gazette the proposed planning scheme, planning scheme policies and adopted charges resolution.

Liveability and Sustainability Department prepare notices for publication of Council's resolutions in the local newspapers and the Queensland Government Gazette in consultation with Brand, Media and Communications.

Liveability and Sustainability Department to liaise with Brand, Media and Communications to ensure that Isaac web page is updated with the adopted planning scheme and supporting material to enable community access.

## **KEY MESSAGES**

The adoption of the Isaac Regional Planning Scheme is a significant step forward to establish a consolidated vision, policy and assessment framework for development across the Isaac Region.

A planning scheme is an evolving statutory document which needs to be amended over its life to ensure that it continues to comply with statutory requirements and remains responsive to the changing circumstances of our communities.

A robust and comprehensive infrastructure charging framework supports Council to undertake necessary capital works on its infrastructure networks, supporting community growth and sustainability.

The gazettal of the *Isaac Regional Adopted Infrastructure Charges Resolution (No.3) 2021* will ensure infrastructure charges can be collected for development regulated by the planning scheme.

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**Report prepared by:**

DAN WAGNER  
**Manager Liveability and Sustainability**

Date: 2 February 2021

**Report authorised by:**

JEFF STEWART-HARRIS  
**Director Planning, Environment and  
Community Services**

Date: 3 February 2021

## ATTACHMENTS

- Attachment 1 – Ministerial Approval to Adopt the Proposed Planning Scheme 14 September 2020
- Attachment 2 – Isaac Regional Planning Scheme 2021 (due to file size this document will be provided on USB)
- Attachment 3 – Ministerial Approval to Adopt the Draft LGIP 17 December 2020
- Attachment 4 – Proposed Isaac Regional Council Charges Resolution (No. 3) 2021

## REFERENCE DOCUMENT

- *Planning Act 2016 and Planning Regulation 2017*
- *Building Act 1975 and Building Regulation 2006*
- *State Planning Policy July 2017 Minister's Guidelines and Rules Under the Planning Act (version 1.1) September 2020.*
- *Guidance for The Minister's Guidelines and Rules: Guidance for Plan Making October 2020 update*



The Hon. Cameron Dick MP  
Treasurer  
Minister for Infrastructure and Planning

Our Ref: MC20/4036  
Your Ref: PECS/DW:dms

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ABN 90 856 020 239

Councillor Anne Baker  
Mayor  
Isaac Regional Council  
PO Box 97  
MORANBAH QLD 4744

Email: [liveability.sustainability@isaac.qld.gov.au](mailto:liveability.sustainability@isaac.qld.gov.au)

Dear Councillor Baker

Thank you for the letter of 13 August 2020 from the Isaac Regional Council (the council) seeking approval to adopt the proposed Isaac Regional Planning Scheme (the proposed planning scheme).

The proposed planning scheme has been assessed against the requirements of the Chief Executive Notice issued by the chief executive under section 18 of the *Planning Act 2016*.

I am satisfied the proposed planning scheme appropriately integrates the relevant state interests identified in the State Planning Policy July 2017. I am pleased to advise that the council may now proceed to adopt the proposed amendment, subject to the enclosed conditions and advice.

Conditions have been imposed to refine coastal hazard mapping, return the zoning of a property in Glenden back to Community facilities zone under the current planning scheme, and make mapping updates to the align with current SPP mapping.

I understand the council is in the early stages of preparing the Coastal Hazard Adaption Strategy (CHAS) with the Department of Local Government, Racing and Multicultural Affairs, Department of Environment and Science, and the Local Government Association Queensland as part of QCoast2100 program. As the final strategy may result in changes to the planning scheme, advice has been included to encourage the council to review and identify changes to the planning as part of preparing the CHAS. Officers from Queensland Treasury are available to provide advice during this process.

I understand the conditions and advice have been discussed with council officers with no objections raised.

I congratulate the council on adopting its first planning scheme for the amalgamated Isaac Regional Council. I also acknowledge and commend the efforts by the council to work with your community to inform the preparation of this new planning scheme, particularly the extensive community consultation on coastal hazards.

If you require any further information, please contact my office on (07) 3719 7200 or email [treasurer@ministerial.qld.gov.au](mailto:treasurer@ministerial.qld.gov.au).

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Cameron Dick', followed by a horizontal line.

**CAMERON DICK MP**  
**Treasurer**  
**Minister for Infrastructure and Planning**

14 September 2020

Enc

# Ministerial conditions

## Pursuant to section 18 of the *Planning Act 2016* (the *Planning Act*)

Pursuant to section 18 for the tailored process of the *Planning Act*, I hereby advise the Isaac Regional Council (the council) that it may proceed to adopt the proposed Isaac Regional Council Planning Scheme (the proposed planning scheme), subject to the following conditions:

CONDITION	TIMING
<b>State Planning Policy July 2017 – State Interest: Planning for safety and resilience to hazards (Natural Hazards, Risk and Resilience)</b>	
1. Amend the Coastal Hazard Overlay mapping as follows: <ol style="list-style-type: none"> <li>a. All components of the mapped ‘Foreshore Limits Area’ relative to the overlay maps listed in Table 1 are to be mapped as polygons rather than as lines;</li> <li>b. The inset maps for the coastal communities listed in Table 1 are to be amended to show the SPP coastal hazard mapping where not amended as a result of the <i>Isaac Coastal Hazard Study (2019)</i>; and</li> <li>c. Amend the inset mapping legend on mapping identified in Table 1 to clearly state that the ‘storm tide inundation area’ also indicates the areas subject to ‘sea level rise.’</li> </ol>	Prior to adopting the proposed planning scheme.
<b>State Planning Policy July 2017 – Guiding principles: A planning system that is accountable</b>	
2. Amend Zoning Map – <i>ZM 1.8 Glenden</i> to revert the zoning of Lot 16 on SP256186 back to the Community Facilities zone.	Prior to adopting the proposed planning scheme.
<b>State Planning Policy July 2017 – State Interest: Planning for Economic Growth (Agriculture)</b>	
3. Amend the Agriculture Overlay mapping to reflect the latest SPP mapping to ensure the State interests relating to agricultural land including stock route mapping are appropriately integrated.	Prior to adopting the proposed planning scheme.
<b>State Planning Policy July 2017 – State Interest: Planning for the Environment and Heritage (Biodiversity and coastal Environment)</b>	
4. Amend the Environmental Significance Overlay mapping to reflect the latest SPP mapping to ensure the State interests relating to Matters of State Environmental Significance are appropriately integrated.	Prior to adopting the proposed planning scheme.
<b>State Planning Policy July 2017 – State Interest: Planning for Infrastructure (Energy and Water Supply)</b>	
5. Amend the zone maps to ensure the Powerlink Corridor and substation and Electricity substation (Energex) SPP mapping are reflected.	Prior to adopting the proposed planning scheme.

**Table 1: Coastal Hazard Overlay Maps requiring amendment to meet State Planning Policy 2017 – State Interest: Planning for safety and resilience to hazards (Natural Hazards, Risk and Resilience)**

<b>Inset Mapping Requiring Amendment</b>
Coastal Hazard Map – OM 5.16 – Carmila Beach
Coastal Hazard Map – OM 5.17 – Clairview
Coastal Hazard Map – OM 5.18 – St Lawrence
Coastal Hazard Map – OM 5.19 – Green Hill

## **Advice**

**State Planning Policy July 2017 – State Interest: Planning for safety and resilience to hazards (Natural Hazards, Risk and Resilience)**

1. The Isaac Regional Council is encouraged to review and identify changes to planning scheme during the preparation and finalisation of Coastal Hazard Adaptation Strategy (CHAS) and Coastal Hazard Adaption Plan. It is recommended that the council work with Planning Group and discuss any amendment the council may wish to undertake as result information made available in the CHAS process.

Dated this 14<sup>th</sup> day of September 2020



**CAMERON DICK MP**  
**Treasurer**  
**Minister for Infrastructure and Planning**



**Hon Steven Miles MP**  
**Deputy Premier**  
**Minister for State Development, Infrastructure,**  
**Local Government and Planning**

Our ref: MC20/4336

Your ref: PECS/DW/AYA/DS

1 William Street  
Brisbane Queensland 4000  
**Email** deputy.premier@ministerial.qld.gov.au

**17 DEC 2020**

Councillor Anne Baker  
Mayor  
Isaac Regional Council  
PO Box 97  
MORANBAH QLD 4744

Email: anne.baker@isaac.qld.gov.au

Dear Councillor  Baker

Thank you for the letter of 4 September 2020 from the Isaac Regional Council (the council) providing the proposed Local Government Infrastructure Plan (LGIP) for review and seeking my approval to adopt.

The proposed LGIP has been assessed against the requirements of the *Planning Act 2016* and for compliance with chapter 5 of the Minister's Guidelines and Rules. I am pleased to advise that I am satisfied the proposed LGIP complies with the relevant statutory requirements, and that the council may now proceed to adopt the proposed LGIP.

I congratulate the council on achieving this significant milestone. Having an approved LGIP in place that commences and aligns with the Isaac Regional Planning Scheme will ensure that the intended urban development pattern of the Isaac region is well supported into the future.

If you require any further information regarding the above matter, please contact Ms Katharine Wright, Acting Chief of Staff in my office on (07) 3035 6100.

Your sincerely



**STEVEN MILES MP**  
**DEPUTY PREMIER**  
**Minister for State Development, Infrastructure,**  
**Local Government and Planning**



## Isaac Regional Council Charges Resolution (No. 3) 2021

### 1.0 Introduction

1.1 This is a charges resolution (“resolution”) made pursuant to the *Planning Act 2016* (“PA”).

1.2 This resolution is structured as follows:

Section / Attachment #	Name	Function
1.0	Introduction	Background, legal authorisation and timing, applicable areas and types of development that trigger charges calculation, definitions of relevant terms
2.0	Adopted Charges	Refers to types of development that attract charges and identifies the adopted charges.
3.0	Discounts	Identifies the discounts that will be taken into account in the calculation of a levied charge.
4.0	Calculation of the Levied Charge	Identifies the method by which the levied charge will be calculated.
5.0	Payment Triggers	Identifies when a levied charge is to be paid.
6.0	Automatic Increase Provision for Levied Charges	Identifies how a levied charge is to be increased to the date it is paid.
7.0	Conversion Applications	<b>Identifies Council’s requirements for making a</b> conversion application and the process of assessing and deciding the conversion application.
8.0	Offsets and Refunds for Trunk Infrastructure	Identifies method for determining the establishment cost of trunk infrastructure, the process for reconciling an offset or refund, and the timing of refunds.
9.0	Desired Standard of Service	Refers to the desired standard of service to which trunk infrastructure shall be constructed.
10.0	Establishment Costs for Trunk Infrastructure Networks	Refers to known establishment costs for trunk infrastructure networks
11.0	Schedule of Unit Rates	Refers to the trunk infrastructure items that are planned to be supplied within the local government area
Tables	Tables 1.1, 2.1, 2.2 and 2.3	For reference purposes when making charge calculations
Attachment 1	Definitions of Trunk Infrastructure	Identifies definitions for trunk infrastructure networks used to assess conversion applications.
Attachment 2	Methodology for Determining the Final Contract Value for Trunk Infrastructure Works	Outlines the default methodology for determining the establishment cost of trunk infrastructure costs and the value of offsets and refunds.

1.3 This resolution applies to development within the Isaac Region local government area.

1.4 This resolution seeks to implement the requirements of the *Planning Act 2016*, *Planning Regulation 2017* and the Ministers Guidelines and Rules, and has effect on and from **<Insert Date>**.

It is advised that this Charges Resolution (CR):

- (a) does not retrospectively apply to previous approvals, even if they have not yet paid charges. It only applies to decisions made after CR No. 3 comes into effect;
- (b) will be applied to development applications not yet entered Decision Stage (prior to CR No. 3 coming into effect), irrespective of when the application was lodged;
- (c) can be applied to a request for a 'change application' to a development approval made under section 78 of PA; and
- (d) can be applied to a request to extend the relevant period made under section 86 of PA (extension applications).

Refer to section 119 of PA for details on Council's ability to give applicants infrastructure charges notices for change approvals and extension approvals.

- 1.5 This resolution adopts a charge for particular development that is equal to or less than the maximum adopted charge specified within the *Planning Regulation 2017*. **Table 1.1** herein identifies the relationship between existing Isaac Region Planning Scheme use types and the classes of development to which the adopted infrastructure charges apply. These tables are required in order to align the different land-use charge categories applied under the *Planning Regulation 2017* with those of the Isaac Region Planning Scheme.
- 1.6 The Local Government Infrastructure Plan (LGIP) Priority Infrastructure Area (PIA) identifies the areas which are prioritised to accommodate urban growth for the next 10 to 15 years to ensure the efficient delivery of infrastructure. Areas outside of the PIA contain development use rights but the provision of trunk infrastructure by the local government to support urban growth outside the PIA is generally not supported by immediate or medium-term funding within capital works programs. Infrastructure may be planned outside of the PIA to demonstrate the preferred servicing arrangements; however Council may impose a condition requiring the payment of extra trunk infrastructure costs for premises completely or partly outside the PIA – refer to sections 133 of PA.
- 1.7 The issuing of an infrastructure charges notice may be triggered by assessable development or development requiring compliance assessment. The types of development that may trigger the issuing of an infrastructure charges notice are:
- (a) reconfiguring of a lot;
  - (b) material change of use; and
  - (c) carrying out building work.
- 1.8 In this resolution the expression "development application" includes a request for code and impact assessment and the expression "development approval" includes a development permit.
- 1.9 Interpretation

In this resolution:

**Adopted charge** means the charge set by this resolution to be applied for the purpose of calculating a levied charge as stated in section 2.0

**Bedroom** means an area of a building or structure which:

- (a) is used, designed, or intended for use for sleeping but excludes a lounge room, dining room, living room, kitchen, water closet, bathroom, laundry, garage or plant room; or
- (b) a space that can be readily closed off for sleeping such as a den, study, loft, media or home entertainment room, library, family or rumpus room or other similar space.

**Discount** means the assessed demand for an existing or past lawful use right prior to the development application to be applied within the calculation a levied charge which acknowledges the existing usage of the trunk infrastructure networks by the premises and reduces the charges accordingly as stated in section 3.0 (Discounts).

**Dwelling** means a residential use of premises for one household that contains a single dwelling.

**Gross floor area (GFA)**, for a building, means the total floor area of all storeys of the building, including any mezzanines, (measured from the outside of the external walls and the centre of any common walls of the building), other than areas used for—

- (a) building services; or
- (b) a ground floor public lobby; or
- (c) a public mall in a shopping complex; or
- (d) parking, loading or manoeuvring of vehicles; or
- (e) balconies, whether roofed or not.

**Impervious area** means the area of the premises that is impervious to rainfall or overland flow that results in the discharge of stormwater from the premises.

**Lawful use** see schedule 2 (Dictionary) of the *Planning Act 2016*.

**Levied charge** means the charge levied on an applicant through an infrastructure charge notice in accordance with section 119 of PA, worked out by applying the provisions of this Charges Resolution.

**Maximum adopted charge** see schedule 16 (Prescribed amount) of the *Planning Regulation 2017*.

**Planning scheme** means the Isaac Region Planning Scheme 2021

**Producer price index (PPI)** means the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge Construction index for Queensland published by the Australian Bureau of Statistics.

**3-yearly PPI average** is defined in section 114 of the *Planning Act 2016* and means the PPI index adjusted according to the 3-year moving average quarterly percentage change between financial quarters.

**Schedule of unit rates** means the list of unit rates for existing and future trunk infrastructure identified in the Local Government Infrastructure Plan Extrinsic Material.

A term defined in the *Planning Act 2016* which is used in the resolution has the meaning given in the *Planning Act 2016*.

If a term is not defined in the resolution or the *Planning Act 2016* the term is to, subject to section 14A (Interpretation best achieving Act's purpose) of the *Acts Interpretation Act 1954*, have the meaning assigned to it by the edition of the Macquarie Dictionary that is current at the date the resolution takes effect.<sup>1</sup>

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<sup>1</sup> Section 14A(1) (Interpretation best achieving Act's purpose) of the *Acts Interpretation Act 1954* provides that in the interpretation of a provision of the Act the interpretation that will best achieve the purpose of the Act is to be preferred to any other interpretation.

**Table 1.1 – Planning Scheme Use Types to which the *adopted charges* apply**

Adopted infrastructure charge category	Planning Scheme Uses	
	Isaac Regional Council Planning Scheme	
Residential uses	<b>Caretaker's accommodation</b> Dual occupancy Dwelling house	Dwelling unit Multiple dwelling
Accommodation (short-term)	Hotel (residential component) Resort complex (residential component)	Short-term accommodation Tourist park
Accommodation (long-term)	Community residence Relocatable home park Retirement facility	Rooming accommodation <b>Rural workers' accommodation</b>
Places of assembly	Club Community use Function facility	Funeral parlour Place of worship
Commercial (bulk goods)	Agricultural supplies store Bulk landscape supplies Garden centre	Hardware and trade supplies Outdoor sales Showroom
Commercial (retail)	Adult store Food and drink outlet Service industry	Service station Shop Shopping centre
Commercial (office)	Office Sales office	
Educational facility	Child care centre Community care centre	Educational establishment
Entertainment	Hotel (non-residential component) Nightclub entertainment facility	Resort complex (non-residential component) Theatre
Indoor sport and recreation	Indoor sport and recreation	
High impact industry or special industry	High impact industry	Special industry
Other industry	Low impact industry Marine industry Medium impact industry	Research and technology industry Rural industry Warehouse
High impact rural	Intensive animal husbandry Intensive horticulture	Wholesale nursery Winery
Low impact rural	Animal husbandry Cropping	Permanent plantation
Essential services	Emergency services Health care service Hospital	Residential care facility Veterinary service
Minor uses	Cemetery Home based business Landing Market	Park Roadside stall Telecommunications facility
Other uses	Air services Animal keeping Aquaculture Bar Brothel Car wash Crematorium Detention facility	Motor sport facility Nature-based tourism Non-resident workforce accommodation Outdoor sport and recreation Outstation Parking station Port service Renewable energy facility

	Environment facility Extractive industry Major electricity infrastructure Major sport, recreation and entertainment facility	Substation Tourist attraction Transport depot Utility installation
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## 2.0 Adopted Charge

2.1 The adopted charge for a *material change of use* or *building work* for:

- (a) Residential development, is stated in **Table 2.1**;
- (b) Non-residential development (other than a specialised use), is stated in **Table 2.2** which comprises the total adopted charge as stated in the column 'Total Local Government infrastructure charges

2.2 The adopted charge for a *reconfiguring a lot* for Residential and Non-residential development, is the adopted charge per Allotment as stated in **Table 2.3**

2.3 *Specialised Uses*: Upon receiving a development application for an undefined use, Council will determine the most appropriate equivalent use charging category from **Table 1.1** to apply to the development in order to determine the adopted charge in accordance with **Tables 2.1 to 2.2**.

**Table 2.1 – Adopted Infrastructure Charges – Adopted charge for a Material Change of Use or Building Work for Residential development**

Development for which an adopted infrastructure charge may apply		Prescribed amount (Maximum adopted charges)	Local Government adopted charges	Adopted infrastructure charges				
				Proportional split of adopted charge per network				
				Water supply	Sewerage	Transport	Parks and land for community facilities	Stormwater <sup>2</sup>
				21%	20%	46%	13%	0%
Residential Uses	dwelling with 2 or less bedrooms	\$21,590.50 per dwelling	\$21,590.50 per dwelling	\$4,534.00	\$4,318.00	\$9,932.00	\$2,806.50	\$0.00
	dwelling with 3 or more bedrooms	\$30,226.70 per dwelling	\$30,226.70 per dwelling	\$6,348.00	\$6,045.00	\$13,904.00	\$3,929.70	\$0.00
Accommodation (short-term)	suite with 2 or less bedrooms	\$10,795.20 per suite	\$10,795.20 per suite	\$2,267.00	\$2,159.00	\$4,966.00	\$1,403.20	\$0.00
	suite with 3 or more bedrooms	\$15,113.30 per suite	\$15,113.30 per suite	\$3,174.00	\$3,023.00	\$6,952.00	\$1,964.30	\$0.00
	bedroom that is not part of a suite	\$10,795.20 per bedroom	\$10,795.20 per bedroom	\$2,267.00	\$2,159.00	\$4,966.00	\$1,403.20	\$0.00
Accommodation (short-term): Tourist Park	1 tent/caravan site	\$10,795.20 per site	\$5,037.77 per site	\$1,058.00	\$1,008.00	\$2,317.00	\$654.77	\$0.00
	group of 2 tent/caravan sites	\$10,795.20 per group	\$10,075.53 per group	\$2,116.00	\$2,015.00	\$4,635.00	\$1,309.53	\$0.00
	group of 3 tent/caravan sites	\$15,113.30 per group	\$15,113.30 per group	\$3,174.00	\$3,023.00	\$6,952.00	\$1,964.30	\$0.00
	cabin with 2 or less bedrooms	\$10,795.20 per cabin	\$10,795.20 per cabin	\$2,267.00	\$2,159.00	\$4,966.00	\$1,403.20	\$0.00
	cabin with 3 or more bedrooms	\$15,113.30 per cabin	\$15,113.30 per cabin	\$3,174.00	\$3,023.00	\$6,952.00	\$1,964.30	\$0.00
Accommodation (long-term)	suite with 2 or less bedrooms	\$21,590.50 per suite	\$21,590.50 per suite	\$4,534.00	\$4,318.00	\$9,932.00	\$2,806.50	\$0.00
	suite with 3 or more bedrooms	\$30,226.70 per suite	\$30,226.70 per suite	\$6,348.00	\$6,045.00	\$13,904.00	\$3,929.70	\$0.00
	bedroom that is not part of a suite	\$21,590.50 per bedroom	\$21,590.50 per bedroom	\$4,534.00	\$4,318.00	\$9,932.00	\$2,806.50	\$0.00
Accommodation (long-term): Relocatable home park	relocatable dwelling site for 2 or less bedrooms	\$21,590.50 per site	\$21,590.50 per site	\$4,534.00	\$4,318.00	\$9,932.00	\$2,806.50	\$0.00
	relocatable dwelling site for 3 or more bedrooms	\$30,226.70 per site	\$30,226.70 per site	\$6,348.00	\$6,045.00	\$13,904.00	\$3,929.70	\$0.00

<sup>2</sup> The Isaac Regional Council LGIP does not include a stormwater network or trunk stormwater infrastructure. On this basis, no charges have been adopted for the stormwater network.

**Table 2.2 – Adopted Infrastructure Charges – Adopted charge for a Material Change of Use or Building Work for Non-residential development**

Development for which an adopted infrastructure charge may apply	Prescribed Amount (Maximum adopted charges)		Adopted infrastructure charges					Total Local Government infrastructure charges for stormwater network <sup>3</sup> (\$ per impervious m <sup>2</sup> )
	Maximum adopted charges (\$ per m <sup>2</sup> GFA)	Maximum adopted charges for stormwater network (\$ per impervious m <sup>2</sup> )	Total Local Government infrastructure charges (\$ per m <sup>2</sup> GFA)	Proportional split of adopted charge per network (excluding stormwater)				
				Water Supply	Sewerage	Transport	Parks and land for community facilities	
				24%	23%	53%	0%	0%
Places of assembly	\$75.60	\$10.80	\$75.60	\$18.00	\$17.00	\$40.60	\$0.00	\$0.00
Commercial (bulk goods)	\$151.15	\$10.80	\$151.15	\$36.00	\$35.00	\$80.15	\$0.00	\$0.00
Commercial (retail)	\$194.30	\$10.80	\$194.30	\$47.00	\$45.00	\$102.30	\$0.00	\$0.00
Commercial (office)	\$151.15	\$10.80	\$151.15	\$36.00	\$35.00	\$80.15	\$0.00	\$0.00
Education facility – Community Care Centre use	\$151.15	\$10.80	\$75.60	\$18.00	\$17.00	\$40.60	\$0.00	\$0.00
Education facility – All other uses	\$151.15	\$10.80	\$151.15	\$36.00	\$35.00	\$80.15	\$0.00	\$0.00
Entertainment	\$215.90	\$10.80	\$215.90	\$52.00	\$50.00	\$113.90	\$0.00	\$0.00
Indoor sport and recreation	\$215.90 <i>excl. court area</i>	\$10.80	\$215.90 <i>excl. court area</i>	\$52.00	\$50.00	\$113.90	\$0.00	\$0.00
	\$21.55 <i>court area</i>		\$21.55 <i>court area</i>	\$5.00	\$5.00	\$11.55	\$0.00	
High impact industry or special industry	\$75.60	\$10.80	\$75.60	\$18.00	\$17.00	\$40.60	\$0.00	\$0.00
Other industry	\$54.00	\$10.80	\$54.00	\$13.00	\$12.00	\$29.00	\$0.00	\$0.00
High impact rural	\$21.55	Nil	\$21.55	\$5.00	\$5.00	\$11.55	\$0.00	\$0.00
Low impact rural	Nil	Nil	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Essential services	\$151.15	\$10.80	\$151.15	\$36.00	\$35.00	\$80.15	\$0.00	\$0.00
Minor uses	Nil	Nil	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other uses	Use and demand determined by the local government at time of assessment, based on the prescribed amount for another similar use listed above.							

<sup>3</sup> The Isaac Regional Council LGIP does not include a stormwater network or trunk stormwater infrastructure. On this basis, no charges have been adopted for the stormwater network.



**Table 2.3 – Adopted Infrastructure Charges – Adopted charge for Reconfiguring a Lot**

Development for which an adopted infrastructure charge may apply	Adopted infrastructure charges (\$ per Allotment)					
	Total Local Government infrastructure charges	Proportional split of adopted charge per network				
		Water Supply	Sewerage	Transport	Parks and land for community facilities	Stormwater <sup>4</sup>
Residential	\$30,226.70	\$6,348.00	\$6,045.00	\$13,904.00	\$3,929.70	\$0.00
Non-residential	\$30,226.70	\$7,254.00	\$6,952.00	\$16,020.70	\$0.00	\$0.00

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<sup>4</sup> The Isaac Regional Council LGIP does not include a stormwater network or trunk stormwater infrastructure. On this basis, no charges have been adopted for the stormwater network.

### 3.0 Discount

- 3.1 In accordance with s120 of PA, a levied charge may be only for extra demand placed upon trunk infrastructure that the development will generate. Council has set out the discounts that will be taken into account for calculation of the levied charge on the premises over which the application is made, based on the higher value of:
- (a) Where a levied charge has been paid for the development of the premises, the levied charge paid; or
  - (b) Where an infrastructure contribution was provided for the development of the premises under previous infrastructure charging policies, the charge paid at the time of payment subject to indexation<sup>5</sup> and evidence of payment made; or
  - (c) Where the premises is subject to an existing lawful use for which evidence can be provided, the adopted charge for the existing lawful use of the premises; or
  - (d) Where the premises contained a previous lawful use that is no longer taking place, and where evidence can be provided of the previous lawful use, the adopted charge based on the previous lawful use of the premises; or
  - (e) Where vacant serviced land exists or where no lawful use has been constructed on the premises, the amount identified per allotment for residential development within table 2.3, for each of the lots to which the development relates.
- 3.2 Discounts in Section 3.1(c) – (d) will be calculated in the same manner in which the relevant demand and charge is calculated under Section 4.0. To avoid doubt, Council is only charging for the additional demand caused by the proposed development. Discounts will not be provided for networks that do not currently service the site.
- 3.3 A discount calculated under Section 3.1 and Section 3.2 will not be higher than the levied charge. To avoid doubt, surplus discounts, if any, will not be refunded.
- 3.4 Despite Section 3.3, Council may in its absolute discretion, enter into an infrastructure agreement to attach any surplus discounts to the land and these discounts may be offset against any future levied charge.
- 3.5 Any discount calculated in accordance with Section 3.1 - 3.4 is to be allocated to the trunk infrastructure network to which the discount was accrued, unless otherwise determined under a separate infrastructure agreement between Council and the applicant.

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<sup>5</sup> To be calculated by indexing the infrastructure contributions previously paid based on the difference between the Producer Price Index (PPI) applicable at the time the infrastructure contribution was paid, and the PPI Index applicable at the time this resolution took effect, adjusted by reference to the 3-yearly PPI average.

#### 4.0 Calculation of the levied charge

4.1 The following steps identify the process to calculate the levied charge for a development application:

**Step 1** Determine the relevant adopted infrastructure charges category based on the translation of the planning scheme use type in Table 1.1 that is applicable to the proposed development.

**Step 2** Determine the development demand unit (e.g m<sup>2</sup> GFA) and associated charge rate (i.e \$/demand unit) that may be levied for the proposed development as stated in Section 2.0:

- for *Material Change of Use or Building Work* - refer to **Tables 2.1 and 2.2**.
- for *Reconfiguring a Lot* - refer to **Table 2.3**

Should the area within which the site is located not be serviced, or is not planned to be serviced, by Council trunk sewerage and water networks then such separate components of the charge shall be deducted from the total adopted charge payable

**Step 3** Determine any existing discount amount for each trunk infrastructure network currently servicing the premises as stated in Section 3.0.

**Step 4** Calculate the levied charge by subtracting the applicable discount amount from the adopted charge amount for each trunk infrastructure network (in monetary values).

4.2 A development application that includes more than one use (mixed use development) may involve uses or development with different assessable demands under Tables 2.1 to 2.2. The following rules will apply to the calculation of the demand and associated charge for a mixed use development:

(a) if more than one use is proposed to occur in any given area the subject of the approval, the levied charge will be the sum of the individual charge for each use calculated in accordance with Tables 2.1 and 2.2; and Section 4.1

(b) if an approved development includes an area which is common to two or more uses identified in Tables 2.1 and 2.2, the assessable demand for the common area will be based on the use or development with the highest charge amount.

4.3 If an adopted charge is intended to be levied pursuant to a building works approval and the building may be used for more than one use under **Tables 2.1 to 2.2**, the levied charge will be the sum of the individual charge for each use calculated in accordance with **Section 4.1**.

## 5.0 Payment Triggers

This section states when a levied infrastructure charge is to be paid.

5.1 A levied charge is payable at the following time:

- (a) if the charge applies to reconfiguring a lot that is assessable development or development requiring compliance assessment - when the local government endorses/seals the plan of survey for the subdivision; or
- (b) if the charge applies to a material change of use - when the change of use happens; or
- (c) if the charge applies to building work that is assessable development or development requiring compliance assessment - when the final inspection certificate (for a single detached class 1a building or a class 10 building or structure) or certificate of classification (for a building or structure of another class) for the building work is given; or
- (d) if paragraphs (a), (b) and (c) do not apply, on the day stated in the infrastructure charges notice or negotiated infrastructure charges notice under which the charge was levied; or
- (e) As otherwise specified in a written agreement between Council and the applicant including whether it may be paid by instalments.

## 6.0 Automatic increase provision for levied charges

- 6.1 An infrastructure charge levied by Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and the PPI Index applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI average<sup>6</sup>.
- 6.2 If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.
- 6.3 The sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Council could have levied for the development at the time the charge is paid.

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<sup>6</sup> 3-yearly PPI index average is defined in section 114 of the *Planning Act 2016* and means the PPI index adjusted according to the 3-year moving average quarterly percentage change between financial quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

## **7.0 Conversion applications**

### **7.1 Purpose**

7.1.1 This section applies where:

- (a) A condition of a development approval under section 145 of PA requires non-trunk infrastructure to be provided; and
- (b) The construction of the non-trunk infrastructure has not started; and
- (c) The applicant for the development approval is seeking to apply to Council to convert the non-trunk infrastructure to trunk infrastructure (a conversion application).

7.1.2 Council's requirements for making an application and the process of assessing and deciding the conversion application is identified below.

### **7.2 Process for making a conversion application**

7.2.1 A conversion application must:

- (a) be in writing; and
- (b) be accompanied by the completed Council prescribed form for conversion applications (if applicable); and
- (c) relate to non-trunk infrastructure conditioned under section 145 of PA;
- (d) be lodged with Council before construction of the relevant non-trunk infrastructure commences; and
- (e) be accompanied by supporting information including:
  - (i) Details of the relevant development approval including application number, property address and real property description; and
  - (ii) The applicant's contact details; and
  - (iii) The relevant condition(s) for non-trunk infrastructure imposed under section 145 of PA to which the conversion application relates; and
  - (iv) A written statement that construction of the infrastructure had not commenced prior to the making of the conversion application; and
  - (v) A description of the circumstances giving rise to the conversion application including supporting commentary and rationale that addresses Council's trunk infrastructure criteria; and
  - (vi) Other relevant supporting information where available including:
    - Engineering estimates of works;
    - Preliminary design plans;
    - Network servicing analysis.
    - Details of special considerations (e.g. geographical context).
- (f) and be made within 1 year after the development approval starts to have effect.

### **7.3 Assessing and deciding a conversion application**

7.3.1 The process of assessing and deciding a conversion application is as follows:

- (a) Council will assess the application having regard to its trunk infrastructure criteria (outlined below);
- (b) Council must consider and decide the application within the required period being 30 business days after:
  - (i) Generally – the making of the application; or
  - (ii) If an information requirement is made – the applicant complies with the request.

- (c) At any time, before making its decision, Council may give notice to the applicant requiring additional information for making the decision.
- (d) The notice must state:
  - (i) The information required;
  - (ii) A period of at least 10 business days for giving the information;
  - (iii) That the application will lapse if the applicant does not comply with the notice within the specified period, or any later period as agreed between Council and the applicant within the specified period.
- (e) Council must, as soon as practicable after deciding the conversion application, give the applicant notice of its decision.
- (f) If the decision is to convert the non-trunk infrastructure to trunk infrastructure, the notice must state whether an offset or refund applies and if so, the details of an offset or refund.
- (g) If the decision is to not convert the non-trunk infrastructure to trunk infrastructure, the notice must be an information notice that states:
  - (i) The decision and the reasons for it;
  - (ii) That its recipient may appeal against the decision; and
  - (iii) How the recipient may appeal.

#### 7.4 Effect of conversion

- 7.4.1 If Council's decision is to convert the non-trunk infrastructure to trunk infrastructure:
- (a) the condition of the relevant development approval requiring non-trunk infrastructure to be provided no longer has effect; and
  - (b) Council may, within 20 business days after making the decision, amend the development approval by imposing a necessary infrastructure condition for the trunk infrastructure; and
  - (c) if the necessary infrastructure condition is imposed, Council will, within 10 business days after imposing the condition, give an infrastructure charges notice or amend, by notice to the applicant, any existing infrastructure charges notice for the development approval for the purposes of determining offset or refund requirements.

#### 7.5 Trunk infrastructure criteria

- 7.5.1 The identified trunk infrastructure criteria for deciding whether or not to convert non-trunk infrastructure to trunk infrastructure are the following:
- (a) The infrastructure is consistent with Council's Desired Standards of Service (DSS) stated within the Local Government Infrastructure Plan; and
  - (b) The infrastructure is identified in Council's plans for trunk infrastructure and schedule of unit rates but is required in a different geographical location; or
  - (c) The infrastructure is consistent with Council's Definitions of trunk infrastructure identified in **Attachment 1**; or
  - (d) For infrastructure that is not consistent with Council's definitions of trunk infrastructure, the infrastructure is consistent with all of the following trunk infrastructure principles:

- (i) Facilitates development of other premises by enabling increased development or overcoming deficiencies in service through its provision; and
- (ii) The infrastructure is of a size or capacity which is greater than that required to service the development of the premises and where such additional capacity or sizing is driven by development not within the related land holding; and
- (iii) Reduces or eliminates unnecessary and interim staged infrastructure; and
- (iv) Provides a critical shared link between multiple development sites and the defined and mapped trunk network; and
- (v) Would have been identified as 'trunk' infrastructure had the ultimate demand and development pattern been known in more detail at the time of developing the infrastructure plan; and
- (vi) The type, size and location of the infrastructure is the most cost effective option for servicing multiple users in the area. The most effective option means the least cost option based upon the life cycle cost of the infrastructure required to service existing and future development in the area at the desired standards of service.

## 8.0 Offsets and Refunds for Trunk Infrastructure

### 8.1 Application of an offset and refund

8.1.1 Unless otherwise provided for in an infrastructure agreement, this section applies where:

- (a) a development application has been conditioned to provide necessary trunk infrastructure; or
- (b) non-trunk infrastructure has been converted to trunk infrastructure through a conversion application; and
- (c) an adopted charge applies to the development.

8.1.2 Where the establishment cost for the trunk infrastructure is equal to or less than the levied charge, the cost will be offset against the levied charges (an **offset**).

8.1.3 Where the establishment cost for the trunk infrastructure is more than the levied charge and the trunk infrastructure has been provided:

- (a) there is no amount payable for the development approval; and
- (b) Council will provide a refund to the applicant for the difference between the establishment cost of the trunk infrastructure and the levied charge (a refund), in accordance with the following provisions of this charges resolution (Sections 8.2 to 8.5).

8.1.4 The value, timing and reconciliation of payments may also be managed by an infrastructure agreement which may further specify or alter the provisions in this resolution including for staged development.

### 8.2 Determining the establishment cost of trunk infrastructure

8.2.1 The Infrastructure Charges Notice for a development approval may specify an establishment cost for trunk infrastructure that is the subject of a necessary trunk infrastructure condition.

8.2.2 The establishment cost in the Infrastructure Charges Notice is an indicative preliminary establishment cost only and will not be used as the basis for determining the value of an offset or refund unless agreed to under clause 8.2.6.

8.2.3 The establishment cost for trunk infrastructure works will be recalculated following detailed design and quantification of trunk infrastructure requirements to determine the Final Contract Value, in accordance with the processes outlined in **Attachment 2**.

8.2.4 The establishment cost for trunk infrastructure that is land will be recalculated following confirmation of the land area to be dedicated based on the undeveloped, Englobo value of the land as determined in accordance with the rates set out in the Local Government Infrastructure Plan in place at the time of the Decision being made. The land value is to be indexed in line with the 3-yearly PPI Average, from the base year of the relevant LGIP to the date the levied charge becomes payable.

8.2.5 A final determination of whether a refund applies can only be made upon confirmation of the Final Contract Value and/or Land Value (as applicable).



8.2.6 Despite Clauses 8.2.3 to 8.2.5 Council, at its absolute discretion, may agree with the applicant to use the establishment cost specified in the Infrastructure Charges Notice as the basis for determining the value of an offset or refund (**Agreed Value**).

### 8.3 Reconciliation an offset or refund

8.3.1 An applicant entitled to an offset or refund for the trunk infrastructure contribution is to give to Council a notice in the prescribed form which states:

- (a) The date the fully completed trunk infrastructure was accepted 'On Maintenance'; or
- (b) The date Council accepted an Uncompleted Works Deed for uncompleted works.

8.3.2 Council will as soon as reasonably practicable after receiving a notice under section 8.3.1 confirm if the establishment cost is:

- (a) For an offset, less than the levied charge; or
- (b) For a refund, greater than the levied charge.

8.3.3 For the purposes of determining if an offset or refund applies, the levied charge is to be indexed from the date it was levied to date that the establishment cost was determined by Council, using the 3-yearly PPI Index average.

8.3.4 If an offset applies, Council is to set off the establishment cost against the levied charge when the levied charge stated in the infrastructure charges notice is payable.

8.3.5 If a refund applies, Council is to:

- (a) determine the value of the refund by subtracting the levied charge<sup>7</sup> from the establishment cost; and
- (b) give the refund to the applicant.

8.3.6 Council has adopted a policy position in relation to the form of the refund to be given to the applicant. Council's policy position is that the refund will be proved as either an:

- (a) Infrastructure demand credit, in the first instance and where agreed to with the applicant; or
- (b) Cash payment refund.

### 8.4 Infrastructure demand credits

8.4.1 In the first instance, Council will seek to provide a refund in the form of an Infrastructure demand credit through written agreement with the applicant. The following methods for assigning the demand credits will be applied in order of preference:

- (a) Where future stages are to be developed under the approval and the future stages will be subject to a levied charge; the refund is to be held as a demand credit on the land that is the subject of the future stages of development;

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<sup>7</sup> Indexed from the date it was levied to date that the establishment cost of the trunk infrastructure was confirmed by Council using the 3-yearly PPI average.

- (b) Where (a) does not apply, and the applicant or related entities of the applicant hold development approvals over other land in the Local Government Area that will be subject to a levied charge, the refund is to be held as a credit against the parcels of land the subject of the development approval(s);
- (c) Where (a) or (b) do not apply and the applicant or related entities of the applicant:
  - (i) have development applications currently being assessed by Council in the Local Government Area that, if approved, would be subject to a levied charge; and
  - (ii) is the current owner of the land;
 the refund is to be held as a credit against the land that is the subject of the development applications upon the application(s) being approved.

8.4.2 Demand credits are determined by dividing the monetary value of the refund by the total adopted charge rate for a 3-bedroom dwelling (for applicable networks only) in the charge area in which the demand credits are to be assigned. The value of one demand credit is the total adopted charge (for applicable networks) for a 3-bedroom dwelling in the charge area in which the credit is assigned.

Example:

- A refund of \$100,000 has been calculated for an approved development in Moranbah.
- The refund is to be held on the land to be used in future stages of the same development.
- The adopted charge for a 3-bedroom dwelling in Moranbah is \$30,226.70 (for all relevant networks).
- The demand credit is (3.31) 3-bedroom dwellings in Moranbah ( $\$100,000 / \$30,226.70$ ).

8.4.3 Claiming Demand Credit – The demand credits calculated in 8.4.2 are to be multiplied by the current adopted charge rate for a 3-bedroom dwelling in the charge area in which the demand credit was assigned. This amount can be used to reduce the amount of the levied charge that is payable for other development that is subject to the agreement.

## 8.5 Timing of refund

8.5.1 Where infrastructure demand credits do not apply, a cash payment refund will be paid by Council. The timing of the refund will be determined on a case by case basis based on:

- (a) the amount of the refund;
- (b) the financial position of Council's budget;
- (c) the projected revenue from infrastructure charges and other revenue sources;
- (d) Council's projected expenditures.

8.5.2 Where the refund or part of the refund is not given in the same financial year that it was calculated, the refund or part of the refund provided in the subsequent financial year(s) is to be indexed to the time that it is refunded in accordance with the 3-yearly PPI Index average.

## 8.6 Infrastructure Agreements

- 8.6.1 Council, at its absolute discretion, may enter into an Infrastructure Agreement where alternatives to the above processes are being sought by an applicant or to address other matters including (but not limited to):
- (a) the method for determining the establishment cost of trunk infrastructure;
  - (b) the required charges or trunk infrastructure to be contributed for each component or hierarchy of the network;
  - (c) the timing of payment of levied charges;
  - (d) the nature and timing of offsets and refunds;
  - (e) the nature of any security to be lodged and the details of the use and release of such security;
  - (f) details of the trunk infrastructure to be provided and the provision program;
  - (g) details of the responsible entity for the funding, design and construction of the trunk infrastructure including land acquisition (if applicable);
  - (h) Limited novation, assignment and rescission provisions to allow an alternate party to construct the same trunk infrastructure detailed in the agreement;
  - (i) Provisions for unforeseen delays and redundancy provisions where a development approval and trunk infrastructure construction activities are held in abeyance;
  - (j) Any other details considered appropriate by the Council.

**9.0 Plans for Trunk Infrastructure**

- 9.1 Refer to the applicable section of the relevant Planning Scheme's Local Government Infrastructure Plan

**10.0 Desired Standard of Service**

- 10.1 Refer to the applicable section of the relevant Planning Scheme's Local Government Infrastructure Plan

**11.0 Schedule of infrastructure unit rates**

- 11.1 Refer to the applicable section of the relevant Planning Scheme's Local Government Infrastructure Plan

## Attachment 1 – Definitions of Trunk Infrastructure

Water Supply Network			
Class	Facility	Qualification	
		Size	Capacity / Description
Water Supply – Bulk Supply	Supply sources		Bores, wells, dams, weirs and associated works
	Raw water treatment		All systems provided to improve the quality of the water from the supply source, including chlorinators
	Bulk water mains		
	Regional pumping station		
	Major reservoirs		
Water Supply – Distribution	Delivery mains		Mains from the point of treatment to service reservoirs
	Pumping system		Distribution and booster pumps within the delivery and distribution main.
	Reservoirs and storage facilities		Service or supply reservoirs between the supply source and the distribution and reticulation mains.
	Distribution Mains	200mm dia or greater	Mains from the end of delivery mains, or from service reservoirs to form the distribution network to suburbs.
	Associated pump stations, fittings, monitoring and control systems.		

Sewerage			
Class	Facility	Qualification	
		Size	Capacity / Description
Sewerage – Regional	Treatment Plant		All systems provided to produce an acceptable quality effluent for discharge and sludge for beneficial reuse.
	Storage facilities		Ponds
	Effluent disposal systems		Gravity or pumping system to deliver treated effluent to approved final discharge point, including Effluent Mains.
	Associated monitoring and control systems		
	Odour and corrosion control systems		
Sewerage – Trunk Reticulation	Gravity Sewers	225mm dia or greater	Gravity sewers which receive (or are designed to receive in future) flows from a pumped system, irrespective of the source of flow. Some exceptions to the minimum size of trunk mains have been made where these are considered to perform critical functions within the network to allow for appropriate connectivity of the trunk system.
	Pumping Stations		Systems to pump sewerage from any sewer drainage catchment to either another catchment or direct to a treatment plant and including the necessary rising mains. This
	Rising mains		

			excludes temporary, private (i.e. Single use), and low use (i.e. servicing a small local catchment) pump stations.
	Associated manholes and fittings		
	Odour and corrosion control systems		
	Associated monitoring and control systems		

Transport		
Class	Facility	Asset
Transport	Local government roads	<ul style="list-style-type: none"> <li>Rural Arterial Roads</li> <li>Rural Sub-Arterial Roads</li> <li>Urban Arterial Roads</li> <li>Urban Sub-Arterial Road</li> <li>Urban major collector roads</li> <li>Associated lighting, bridges, culverts, kerb and channel, local road drainage, pedestrian footpaths, pedestrian crossings, and cycleways (within the road reserve), on road cycleways, basic revegetation.</li> </ul>
	Intersections (where located at intersecting trunk roads)	<ul style="list-style-type: none"> <li>Roundabout</li> <li>Priority Intersection</li> <li>Definition Works</li> </ul>
	Structures (where located on a trunk road)	<ul style="list-style-type: none"> <li>Bridge</li> <li>Culvert</li> <li>Floodway</li> </ul>

Public Parks and Land for Community Facilities				
Class	Facility (Hierarchy)	Asset (Function)	Embellishments	Qualification/Design Criteria
Public Parks	Local	Recreation	As per Table 4.1.5.4: Standard Embellishments for Public Parks	As per Table 4.1.5.3 Design Criteria for Public Parks and Land for Community Facilities
	District	Recreation		
		Sportsgrounds and Courts		
	Regional	Recreation		
Sportsgrounds and Courts				
	Recreation Corridors			
Land for Community Facilities			N/A	<p>Land only for community facilities which allow public access, not restricted by membership, for purposes such as youth centres, senior citizens centre, neighbourhood centres, meeting halls, libraries, performing arts centres, museums, art galleries, community centres.</p> <p>Works associated with the clearing of land and connection to services.</p>



## **Attachment 2 – Methodology for Determining Final Contract Value for Trunk Infrastructure Works**

### **1. Notice of Design with Operational Works**

- (a) Upon lodgement of the development application for Operational Works, the applicant is to provide Council a formal Notice of Trunk Infrastructure Design (the Notice of Design), including a plan which clearly depicts the trunk infrastructure items that is the subject of the necessary trunk infrastructure condition. The plan may be in the same format as the operational works plan; however it must clearly distinguish the trunk infrastructure from any non-trunk infrastructure.

**Note:** The intent of the Notice of Design process is to attain early agreement as to the scope and nature of the trunk works generally described in the Development Approval.

- (b) Council will assess the Notice of Design in conjunction with the Operation Works application and will advise the applicant if Council:
- (i) agrees; or
  - (ii) agrees with conditions, or
  - (iii) disagrees with the Applicant's Notice of Design.
- (c) Once a Design Approval is given which forms part of the Operational Works Approval and Permit, the applicant may then seek to tender the construction of the trunk works.

### **2. Call for Tender Notification**

- (a) At the time that the applicant calls for public tenders for the trunk infrastructure works, a notice (a Notice to Tender) containing the following information is to be submitted to Council. :
- (i) Final detailed design documents;
  - (ii) A Bill of Quantities\* for the Trunk Works (no costs required) that matches the Trunk Works identified in the Operational Works Approval including the Notice of Design.
  - (iii) Notification of any prospective tenderers that the tender documents have been sent to specifically as part of the open public tender.
  - (iv) The criteria and process for tender assessment that the Applicant and the RPEQ will undergo.

**\*Note:** The bill of quantities should be presented as a 'separable portion' from the rest of the non-trunk (internal) development works, and in the same format it would be presented to tenderers as part of a tender process. Providing the information in this manner will ensure Council's assessment of the trunk infrastructure design, bill of quantities and costs is seamless and expedited.

### 3. Tender Assessment of Trunk Works

- (a) In procuring the Trunk Works, the following costs can be included in the offset/refund value:
  - (i) the cost of planning and designing the work;
  - (ii) the cost of survey and site investigation for the work;
  - (iii) the cost of relocation of services which are considered necessary to deliver the works in accordance with Council standards;
  - (iv) a cost (fixed or provisional) under a construction contract for the work;
  - (v) contract administration;
  - (vi) construction/engineering supervision;
  - (vii) a portable long service leave payment for a construction contract;
  - (viii) an insurance premium for the work;
  - (ix) Council's inspection fee for the commencement and end of the maintenance period for the work;
  - (x) the cost of an approval for the work;
  - (xi) any variations agreed to by Council as a result of agreed site directions including the superintendent of works and the Council officer.
  
- (b) The following is to be excluded from the offset/refund value of the trunk works:
  - (i) the cost of carrying out temporary infrastructure;
  - (ii) the cost of carrying out non-trunk infrastructure;
  - (iii) the cost of the decommissioning, removal and rehabilitation of infrastructure identified in (i) and (ii) above;
  - (iv) the part of the trunk infrastructure contribution provided by Council or a person other than the person seeking the infrastructure offset;
  - (v) a cost to the extent that GST is payable and an input tax credit can be claimed for the work;
  - (vi) the cost of carrying out relocation or rehabilitation works for existing infrastructure not directly associated with the supply of trunk works.
  
- (c) In procuring the trunk works, the applicant is to provide to Council a Notice (Notice of Tender Assessment) which identifies:
  - (i) the tender process conducted;
  - (ii) the tenders received including separable portions and contract values for trunk works within the bill of quantities;
  - (iii) the applicant's preferred tenderer;
  - (iv) the applicant's reason(s) for the preferred tenderer in a tender evaluation report;
  - (v) the terms of the proposed work contract;
  - (vi) a plan for each infrastructure network clearly showing the extent of the works or land for which the infrastructure offset is sought.
  
- (d) Within 10 business days of receiving a Notice of Tender Assessment, Council is to provide a Notice confirming the Contract Value, having regard to matters outlined in this section only.

#### 4. Reconciliation of Final Contract Value

A Reconciliation of Final Contract Value is to occur following lodgement of the earlier of:

- (a) an application for 'On Maintenance' with Council for the Trunk Works; or
- (b) Lodgement of an Uncompleted Works Bond.

If the Applicant has fully completed the Trunk Works and is seeking an 'On Maintenance' certificate from Council for the Trunk Works, the Applicant is to provide to Council a **Notice of Final Contract Value**. The Notice is to include the following:

- (a) Copy of RPEQ Certificate(s) of Payment for each Progress Claim for the Trunk Works and any agreed variations;
- (b) A reasonable amount of evidence to support any claimed and agreed variations (e.g. consultant reports, weigh bills, meeting minutes with Council officers, design details etc.)
- (c) A consolidated Final Bill of Quantities in the same general format as was included in the Notice to Tender, but having regard for (a) and (b) above.

Within five (5) business days of Council's satisfaction that:

- (a) (a) and (b) above are consistent with the Design Approval and Notice of Tender Assessment; and
- (b) 'On Maintenance' being given by Council for the Trunk Works;

the Council is to confirm the Final Contract Value.

In certain circumstances, and at Council's full discretion, Council may accept a bond for Uncompleted Works prior to the Trunk Works being accepted as 'On Maintenance'. In this circumstance, the following will apply:

If the Applicant has **not** fully completed the Trunk Works and is seeking early Plan Sealing or compliance with Conditions from Council through the signing of an Uncompleted Works Deed, the Applicant is to provide a **Notice of Final Contract Value**. The Notice is to include the following:

- (a) Copy of an RPEQ Certificate of Payment for each Progress Claim for the Trunk Works and any agreed variations to the date of the calculation of remaining works for the purpose of the Uncompleted Works Bond;
- (b) A reasonable amount of evidence to support any claimed and agreed variations (e.g. consultant reports, weigh bills, meeting minutes with Council officers, design details etc.)
- (c) An RPEQ certified assessment in line with the quantities and costs of remaining works specified for the Trunk Works component in the Uncompleted Works Deed submitted to Council;
- (d) A consolidated Final Bill of Quantities in the same general format as was included in the Notice to Tender, but having regard for (a) and (b) above, and including the estimated amount in line with (c) above.

Within 5 business days of Council's satisfaction that:

- (a) (a) and (b) above are consistent with the Design Approval and Notice of Procurement; and
- (b) The acceptance of an Uncompleted Works Deed by Council for the Trunk Works;

the Council is to confirm the Final Contract Value.

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## MEETING DETAILS

**Planning, Environment and Community Services**

**Standing Committee**

Tuesday 9 February 2021

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## AUTHOR

Jeff Stewart-Harris

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## AUTHOR POSITION

Director Planning, Environment and Community Services

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**6.1**

**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES  
INFORMATION BULLETIN – FEBRUARY 2021**

## EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for February 2021 is provided for Committee review.

## OFFICER'S RECOMMENDATION

*That the Committee:*

- 1. Note the Planning, Environment and Community Services Directorate Information Bulletin for February 2021.***

## BACKGROUND

The attached Information Bulletin for February 2021 provides an operational update for Committee review on the Planning, Environment and Community Services Directorate.

## IMPLICATIONS

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

## CONSULTATION

Planning, Environment and Community Services Directorate, Managers and Staff

## BASIS FOR RECOMMENDATION

This is an information only report.

## ACTION ACCOUNTABILITY

Information only report.

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## KEY MESSAGES

Operational update to Elected Members.

<p><b>Report prepared by:</b> JEFF STEWART-HARRIS <b>Director Planning, Environment and Community Services</b> Date: 2 February 2021</p>	<p><b>Report authorised by:</b> GARY STEVENSON PSM <b>Chief Executive Officer</b> Date: 4 February 2021</p>
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## ATTACHMENTS

- Attachment 1 – Planning, Environment and Community Services Information Bulletin – February 2021

## REFERENCE DOCUMENT

- Nil

**DATE: February 2021**

## PLANNING ENVIRONMENT AND COMMUNITY SERVICES

### DIRECTORATE HIGHLIGHTS

#### Isaac Regional Planning Scheme 2021

After more than four years of dedicated work by many current and previous Councillors and Council officers, the Isaac Regional Planning Scheme 2021 is finally presented to Council for adoption. The scheme making process, and particularly the community engagement has established high standard benchmarks, resulting in commendation by the State Planner and the achievement of both a category and overall Queensland Planning Excellence Award by the Planning Institute of Australia for 2020.

Moreover, the resulting Planning Scheme is a relevant, fit-for-purpose planning scheme for the whole Isaac Region, which is in itself, a milestone post-amalgamation of the three former local governments of Belyando, Broadsound and Nebo in 2008.

I would take this opportunity to record my appreciation to all Councillors, officers and consultants who have contributed to this watershed achievement.

#### Moranbah Community Centre Revitalisation

Deicke Richards Architects were appointed to take the Moranbah Community Centre project to shovel-ready status. They attended the centre for two days, reviewed the master plan, met with the project steering committee and are producing an optimised master plan for final review and engagement, prior to commencing the process of full architectural and contracting documentation.

The intention of the optimised master plan is to create more lettable spaces, seek building efficiencies and create a better visitor experience within the established project budget. The project steering committee will undertake targeted engagement of Council and key stakeholders upon receipt of the optimised master plan document which is expected in the next two-three weeks.

#### Cultural Leadership

In line with the Executive Leadership Team's decision to roll out the Cultural Leadership program developed in Planning Environment and Community Services Directorate, a timetable has been established for the two-day delivery of the program in the other three Directorates and the Office of Chief Executive Officer. Water and Waste participated in the program on 28 and 29 January 2021. The Office of Chief Executive Officer is scheduled for 2 and 3 March, Engineering and Infrastructure for 4 and 5 March and Corporate Governance and Financial Services on 18 and 18 March. As offered at the Clairview Strategic Planning sessions, Councillors are welcome to observe any or all of these sessions.

These initial sessions are for the Directors and their direct reports (Directorate Leadership Team). Following that, the Directorate Leadership Teams, then undertake a roadshow of all directorate staff to share the expectations they have set. The third phase is then to take the detailed session to all staff who have supervisory, influencing or mentoring responsibilities.

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## Glenden Futures

Further to the report to the December 2020 Ordinary Meeting detailing the methodology for the Glenden Futures project, the without prejudice meeting for the QCoal Appeal of Council's decision to refuse its application for an expanded permanent non-resident workers accommodation has now occurred. As expected, QCoal have not provided any concession which might provide a reasonable way forward and the likely outcome is that the appeal will proceed to trial in July or August 2021.

This without prejudice conference has provided some insight into how Council might best approach the Glenden Futures work, so that it can best impact on the appeal proceedings. For that reason, it is now proposed to split the proposed first stage scoping study into two sequential phases. Instead of commissioning the whole scoping study from the outset, the first phase will involve the planned workshop/s with consultants and Council to better define the problem to be solved regarding the Glenden Futures and secondly to realistically define a detailed vision for Council about what an acceptable range of successful futures would look like. These elements of work would be subjected to a targeted community engagement program to strengthen the advocacy mandate. This work would look to identify which aspects of the problem lie with the State and other agencies, and which are within Council's control.

This approach means that Council's cost exposures are managed because there is a hold point at the end of this first phase of the scoping study, before proceeding with any more of the scoping study or indeed the tactical plan, if other approaches are identified during this essential early work.

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## STRATEGIC AND BUSINESS DEVELOPMENT

### PREVIOUS MONTH'S ACHIEVEMENTS

Commenced discussions with ELT on approaches to resilience strategies for Council including climate change. PECS Managers reviewed the customer experience strategy project briefing with a view to commence planning the customer satisfaction survey in 2021. Project briefing to be finalised following on from feedback and submitted to the Executive. Indigenous People's draft policy out for consultation with the Executive for review and feedback to enable Council review and subsequent commencement of the RAP.

### EMERGING ISSUES

Nil

### NEXT MONTH'S PROGRAM

Indigenous People's draft policy to ELT and Council for review and endorsement.

ILLUA check up/gap analysis on our commitments.

Submit draft paper discussing options for reviewing and measuring cultural change and psychological safety in support of the PECS functional review.

Commence discussions with Executive around strategy for customer satisfaction survey, customer experience (CX) strategy and goals/aspirations for this.

### FINANCIAL REPORT

Nil

### DEVIATION FROM BUDGET AND POLICY


Nil



ANNUAL OPERATING PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C5	Promote programs that celebrate the uniqueness and diversity of our communities including appropriate recognition of our indigenous communities	Indigenous Relations	Adopt Indigenous relations framework	Adopt Indigenous relations policy, Develop MOUs on engagement and Develop a Reconciliation Action Plan	On Target	Policy drafted for review and endorsement in Feb/Mar.	Office of Director Planning, Environment and Community Services	30-June-2021	5%
EN2	Manage and promote natural resources, including culturally significant sites and coastal environments in a responsible and sustainable manner	Natural Resources	Develop and adopt a Climate Change policy and strategy	30-June-2021	On Target	Resilience strategy in brainstorming phase.	Office of Director Planning, Environment and Community Services	30-June-2021	5%
G2	Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness	Customer Service	Review innovative customer service opportunities	Review and develop an updated Customer Service Strategy	On Target	Project Brief out for consultation and subsequent endorsement by the ELT.	Engaged Community - Community Hubs	30-June-2021	15%

## PECS Capital Works 2019/2020 and 2020/2021

Complete/On Track 

Monitor 

Concern 

22.39 Percent of Budget Spent - February  
(Excluding Commitments)



42.81 Percent of Budget Spent - February  
(Including Commitments)



Carry Forward Budget \$1,234,799.00

Adopted Budget \$3,915,905.00

Commitments \$1,051,462.66

Actual Expenditure \$1,153,356.73

**Remaining Budget \$2,945,884.61**

Project	Budget	YTD	Commitments	Remaining Budget	Risk	Progress Comments
CLM - Theresa Creek Dam Septic Renewal	262,706.00	3,000.00	1,400.00	258,306.00	Concern	Design finalised, Environmental approval still pending with State
CLM - Spelling yards	353,523.00	337,489.19	0.00	16,033.81	On Track	Complete, commitments to be cancelled
Corp - Emergent pool works	123,866.00	113,113.44	0.00	10,752.56	On Track	Complete
DYS Pool Mech/Elec/Filter	132,538.00	16,656.75	56,816.50	59,064.75	Monitor	Pump work completed. Shade structure works awarded with works expected to be completed before end of FY
CLM - Civic Centre	437,573.00	36,282.76	23,250.00	378,040.24	Concern	Airconditioning alternate option found, Ergon engaged to advise on peak load capacity. Once advice received final review will be completed by Council and then project will commence.
MMT- Hall Structural Renewal	213,789.00	38,362.10	18,325.00	157,101.90	On Track	Flooring works complete, compliance assessment complete, compliance upgrade to bathrooms tender has been planned with advertisement expected Feb.
DYS Civic Centre - W4Q	249,493.00	121,031.26	33,958.83	94,502.91	On Track	Electrical works complete, compliance assessment complete, compliance upgrade to bathrooms tender has been planned with advertisement expected Feb.
MBH Community Centre Construction Ready Design	200,000.00	0.00	99,609.00	100,391.00	Monitor	Stage 1 awarded and underway. If stage 2 is awarded to same consultant, design completion by end of financial year.
Corp - Tourism signs	40,000.00	13,092.43	5,576.01	21,331.56	On Track	Additional structural damage found on coastal signs investigations

# INFORMATION BULLETIN

						underway. Completion date still expected end of March 21.
<b>MBH - Dog Pound Renewal</b>	115,300.00	160,373.37	0.00	(45,073.37)	On Track	Construction complete with defect rectification underway. Additional scope (due to damage from pests and bringing forward 21/22 planned works to benefit from financial savings) has led to overspend.
<b>MBH - AFL Lighting</b>	370,000.00	32,607.50	1,263.56	336,128.94	On Track	Lighting plan complete submitted to AFL Mackay. Tender advertised - close date 9/2/21. 5 replies are expected with award to successful applicant before end of Feb. Works expected in late March but are dependent on availability.
<b>CLM - Netball toilet replacement</b>	315,000.00	56,539.51	219,404.40	39,056.09	On Track	Contract executed with PO approved end of January. Works commencing at the end of March with PC date extended to 31 May 2021.
<b>NBO Showgrounds Amenities Block - W4Q</b>	261,173.00	49,147.50	196,189.95	15,835.55	On Track	Contract executed with PO approved end of January. Works commencing at the end of March with PC date extended to 31 May 2021. Demolition RFQ still to be processed with similar end date
<b>CLM - Saleyard Renewal</b>	165,000.00	0.00	0.00	165,000.00	On Track	Award complete, commitment pending
<b>CLM - Swimming Pool Disability Access</b>	25,000.00	16,180.00	0.00	8,820.00	On Track	Project awarded. Delivery of equipment has been completed. Awaiting contractor to install. Expected to be completed by end of financial year.
<b>CLM - Historical Centre Flood Mitigation</b>	66,339.00	68,014.00	0.00	-1,675.00	On Track	Construction complete
<b>Corp - Hub development</b>	318,594.00	6,362.98	22,867.00	289,364.02	On Track	Nebo Community Hub design Complete, Tender planned for advertising during February
<b>CLM - Aquatic Centre Dive Block Remediation</b>	125,000.00	2,709.00	2,819.50	119,471.50	On Track	The existing infrastructure has complicated the design of compliant blocks. A third intervention by the consultant to develop an alternate solution with "hanging" backstroke bars is underway. This work will be completed this FY
<b>Corp - Community Centre Facilities Works</b>	150,000.00	0.00	52,958.91	97,041.09	On Track	Commitments raised in January for Dysart Civic Centre air conditioning and Clermont Lawn Cemetery. A breakdown of projects has been submitted to Dir PECS and ELT, however, further works at the Nebo Medical Centre have been identified

# INFORMATION BULLETIN

						as priority, along with air conditioning in coastal halls
<b>Coastal - Hall Painting and Miscellaneous Repairs – W4Q</b>	97,000.00	19,900.00	79,600.00	-2,500.00	On Track	Contractor awarded with works to commence February. Completion expected April, with project closeout to follow.
<b>NBO – Aquatic Centre Plant and Infrastructure</b>	440,000.00	0.00	0.00	440,000.00	Monitor	Tender planned for advertising during February due to backlog in Procurement
<b>Corp - Equipotential Bonding</b>	100,000.00	0.00	15,480.00	84,520.00	On Track	Design consultant appointed. PO issued. Works will be completed this FY
<b>CLM - Clermont Aquatic Centre Amenities</b>	95,000.00	0.00	0.00	95,000.00	On Track	Project re-scheduled to later in financial year to ensure minimal disruption to pool operations. Scope of works is under development with anticipated release date end of February.
<b>STL - Cemetery Shade and Memorial Wall - W4Q</b>	74,894.00	1,560.00	75,414.00	-2,080.00	On Track	Shade structure & memorial wall awarded, and commitment raised. Expecting \$20K additional overspend for brass plaques to meet community expectations. Awaiting final costings on these items. Project to be completed by St Lawrence Wetlands Weekend
<b>Corp - IRC Swimming Pools</b>	250,000.00	67,092.09	44,859.00	138,048.91	On Track	Schedule of works has been formulated and progressing to schedule
<b>MBH - Pool Water Park Refurbishment</b>	65,000.00	12,800.00	17,000.00	35,200.00	Concern	Community Survey completed. Second round of consultant concepts has been approved which will then go to community consultation. Final design to be determined after consultation process.
<b>GLN - Aquatic Centre Foot Valve Replacement</b>	15,000.00	0.00	11,447.50	3,552.50	On Track	Alternate entry methods (ladder) is under construction after which the foot valve will be replaced. WHS issues must be resolved prior to commencement.
<b>DYS - Rec Centre Cladding</b>	85,000.00	0.00	73,223.50	11,776.50	On Track	Project awarded, commitment pending, construction planned

## Overall comments

The majority of projects are still progressing to schedule. Delays in design and consultancy work are creating a minor bottleneck in early 2021 as multiple RFQ's and Tenders will need to be released in a short timeframe. This unfortunately may cause understandable delays through the Procurement department.

Completion percentage is below expectations and is being closely monitored.

## LIVEABILITY & SUSTAINABILITY

### PREVIOUS MONTH'S ACHIEVEMENTS

#### Land Use Planning

Development Assessment Activity	Number
Development application received (MCU / ROL / OPW)	3
Building works siting concessions received	1
Survey plans received for endorsement	0
Decided developments applications (MCU / ROL / OPW)	2
Decided building works siting concessions	0
Decided survey plans	0
Development applications active with IRC	7
Development applications active with applicant	5
Active change representations / appeals	4
Active development compliance matters	3

*MCU19/0015 / Appeal 1480/20 – MCU for Works Camp – Wollombi Road, Suttor.* Mediation conference held on 1 February 2021, attended by Director Planning, Environment & Community Services.

*MCU20/0010 – MCU for Industry and Storage Facility - 259 Railway Station Road, Moranbah – Applicant has been provided with a Further Advice notice outlining matters of non-compliance with the rural zone code of the Belyando Shire Planning Scheme, and matters requiring attention under the *Planning Act 2016* and *Environmental Protection Act 1994*.*

#### Prelodgement Meetings

Nil

#### New Planning Scheme

Planning scheme package has been prepared for adoption. Report presented to standing committee and Council, for a commencement date of 1 April 2021. Integran Pty Ltd engaged to undertake consolidation of planning scheme and LGIP documents and prepare adopted charges resolution.

#### Infrastructure Charging Framework and Local Government Infrastructure Plan

As above.

#### Land Development Advisory Committee Outcomes

Nil actions at present.

#### Coastal Hazard Adaptation Strategy

Phase 4 and Risk Management Framework drafts with Manager Liveability & Sustainability for review and feedback. Report to Council in March 2021.

#### Social Planning

Social Sustainability Policy action plan drafting has substantially commenced, with a view to present this to the March 2021 standing committee.

Social infrastructure plan research has substantially commenced, looking at a town-by-town analysis of current services and facilities. This will be followed by a gap analysis and assessment of need being done in conjunction with community engagement activities on the corporate plan.

Non-statutory Social Impact Management Plan prepared by Vitrinite being reviewed for comment.

## Environment and Biodiversity

Flying fox monitoring is continuing in Clermont and Moranbah – numbers have significantly reduced since onset of summer storms and wet weather.

Capital project planning has commenced for improved pest management and environmental monitoring facilities at the Clermont depot, to support the ongoing water quality and dust monitoring activities being undertaken by the team.

Rubbish removal initiative undertaken at Hoods Lagoon, Clermont. Collected items listed below:

Styrofoam	24 (3 takeaway containers)
Thongs	4
Bottle caps	15
Poppers	3
Aluminium cans	16
Glass bottles	3
Pens	3
Miscellaneous hard plastics	11
Straws	4
Soy sauce fish	1
Tennis ball	1
Food Containers	2
Disposable plastic cups	3
Plastic drink bottles	18
Yabby pot	1
Soft Plastics	29
<b>TOTAL</b>	<b>138 (36 items refundable)</b>



## Land Management

IRC Biosecurity Strategy undergoing internal consultation prior to presentation to Council in March 2021.

Weed management and monitoring of previous spraying sites being undertaken in light of recent wet weather.

A team strategic planning day in late October 2020 has led to a policy and procedure review for Council's 1080 baiting and dingo bounty programs. Recommendations on these programs will be provided to standing committee and Council in 2021.

Preparations commencing for next 1080 baiting program – scheduled from Monday 8 March to Thursday 1 April 2021.

## EMERGING ISSUES

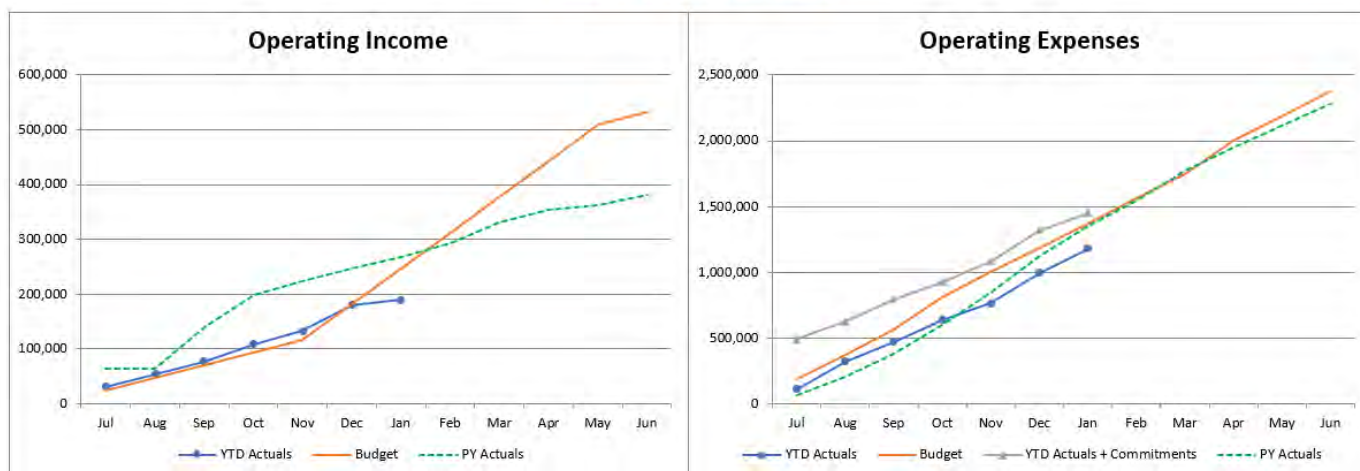
Recruitment approaching finalisation for Biodiversity Officer and Planner vacancies – anticipate commencement of new staff in February-March 2021.

Recruitment commenced for a Graduate Planner.

Ongoing management of complaints regarding development compliance and management of environmental standards generating significant workloads.

## FINANCIAL REPORT

### Operational Result From Period 1 - 7, 2021 Liveability & Sustainability



- < Budget
- < 5% over Budget
- > 5% over Budget

## DEVIATION FROM BUDGET AND POLICY

Legal expenses associated with ongoing planning appeals exceeding budget allocation.

## NEXT MONTH'S PROGRAM

Assessment of development application and provision of development advice in response to customer enquiries.

Pre-lodgement meetings.

## INFORMATION BULLETIN

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Preparations for adoption of the planning scheme and LGIP package – including DA processing system improvements and review of Council’s fees and charges for development applications.

Phase 4-5 of the Coastal Hazard Adaptation Strategy, including internal engagement with asset custodians around risks and forecast impacts of coastal hazards.

Flying fox monitoring and management.

Biosecurity Strategy engagement with internal stakeholders.

Environmental monitoring program – including follow-up on dust data outputs from Department of Environment and Science.

Social Sustainability Policy Action Plan finalisation and embedment into SIA framework and social infrastructure planning activities.



## ANNUAL OPERATION PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C4	Undertake programs to promote liveability (including urban design and affordable housing), health and wellbeing and community safety across the region	Social Infrastructure	Adopt a Social Infrastructure Strategy	30-June-2021	On Target	Social sustainability policy adopted by Council in December 2020. Action plan being developed to guide engagement and implementation into social infrastructure strategy.	Liveability & Sustainability	30-June-2021	45%
EN1	Adopt responsible strategic land use planning to balance community, environmental and development outcomes	Land Planning	Finalise and adopt IRC Planning Scheme – including final state interest checks and community consultation	31-October-2020	Completed	Ministerial approval to adopt the planning scheme was provided in September 2020.	Liveability & Sustainability	31-October-2020	100%
			Finalise and adopt the Local Government Infrastructure Plan (LGIP) – including final state interest checks and community consultation	31-January-2021	Completed	Ministerial approval to adopt the LGIP was received on 17 December 2020. Package for final adoption progressing to February 2021 Council Meeting.	Liveability & Sustainability	31-January-2021	100%
		Environmental Land Management	Finalise the Biosecurity Strategy, to implement the Biosecurity Plan 2020-2023	Delivery of the IRC Biosecurity Strategy	Monitor	Internal engagement ongoing – to be presented to March 2021 Council Meeting for adoption	Liveability & Sustainability	31-December-2020	85%
		Social Planning	Develop and implement a Social Infrastructure Strategy	Adopt a Social Infrastructure Strategy	On Target	Social sustainability policy adopted by Council on 16 December 2020. Res # 7019 Action plan being developed to guide engagement and implementation into social infrastructure strategy.	Liveability & Sustainability	30-June-2021	45%
EN2	Manage and promote natural resources, including culturally significant sites and coastal environments in a responsible and sustainable manner	Wildlife Management	Develop programs to educate community and manage wildlife	Implement Flying Fox Education Program	On Target	Spring De-Fox communications program delivered. Ongoing updates presented to community during increased activity	Liveability & Sustainability	30-Jun-21	60%
			Undertake Pest Control Activities - two (2) rounds per annum	1080 baiting program delivered in Q1. Q3 program scheduled for March 2021.	On Target	1080 baiting program delivered in Q1. Q3 program scheduled for March 2021.	Liveability & Sustainability	30-Jun-21	50%
		Integrated Planning	Implement the QCoast 2100 Coastal Hazards Adaption Strategy actions	100% completion of the Isaac Region Coastal Hazard Adaptation Strategy	Monitor	Awaiting finalisation of phase 4-5 to commence development of adaptation options.	Liveability & Sustainability	30-June-2021	45%
		Strategic Policies	Development of a whole of Council Environment and Social Impact Assessment Guideline.	30-June-2021	On Target	Social sustainability policy adopted by Council in December 2020. Action plan being developed to guide engagement and implementation into social impact assessment guideline	Liveability & Sustainability	30-June-2021	45%

**ENGAGED COMMUNITIES**

**PREVIOUS MONTH'S ACHIEVEMENTS**

*Community Hubs*

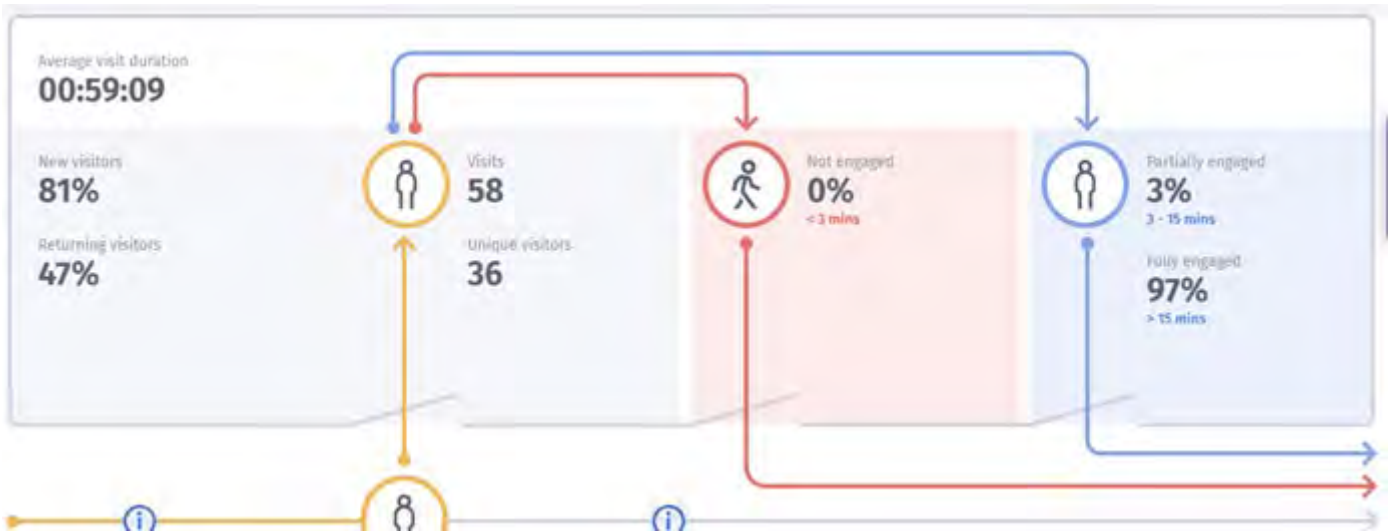
**Isaac Libraries**

<p><b>New memberships</b></p>	<p>46 new residents joined the libraries in December 2020</p> <p>Of the 46 residents, 4 joined online in December 2020</p>	<p>405 residents joined the libraries in FY2020/21</p> <p>Of the 405 residents, 46 joined online in FY2020/21</p> <p>1 institution joined the libraries in FY2020/21</p>																
<p><b>Building communities through engagement</b></p>	<p>3,899 people visited the libraries December 2020</p> <p>17% decrease in foot traffic month-on-month. This could be due to Christmas and New Year season, more residents away from home</p>	<p>26,404 people visited the libraries for FY2020/21</p> <p>On average, 4,401 people visited the library network each month</p>																
<p><b>Building communities through value</b></p>	<p>5,392 items being borrowed in December 2020</p> <p>2,620 (49%) of those items were online collections. Almost half of the borrowing were online resources.</p>	<p>Total of 35,377 issues in FY2020/21</p> <p>Of the 35,377 issues, 14,970 were online collections. This equates to 42%</p>																
<p><b>Building communities through value</b></p>	<p>Collection utilisation rate for December 2020</p> <table border="0" data-bbox="571 1608 1023 1899"> <tr> <td>Dysart</td> <td>5 items</td> </tr> <tr> <td>Clermont</td> <td>5 items</td> </tr> <tr> <td>Moranbah</td> <td>4 items</td> </tr> <tr> <td>Nebo</td> <td>4 items</td> </tr> <tr> <td>Middlemount</td> <td>4 items</td> </tr> <tr> <td>St Lawrence</td> <td>3 items</td> </tr> <tr> <td>Carmila</td> <td>3 items</td> </tr> <tr> <td>Glenden</td> <td>3 items</td> </tr> </table>	Dysart	5 items	Clermont	5 items	Moranbah	4 items	Nebo	4 items	Middlemount	4 items	St Lawrence	3 items	Carmila	3 items	Glenden	3 items	<p>Patrons on average borrowed 8 items at any point in December.</p> <p>On average, each issue at Dysart and Clermont libraries, the patrons borrowed 5 items.</p> <p>On average, each issue at the Moranbah, Nebo and Middlemount libraries, the patrons borrowed 4 items.</p> <p>On average, each issue at the St Lawrence, Carmila and Glenden libraries, the patrons borrowed 3 items</p>
Dysart	5 items																	
Clermont	5 items																	
Moranbah	4 items																	
Nebo	4 items																	
Middlemount	4 items																	
St Lawrence	3 items																	
Carmila	3 items																	
Glenden	3 items																	

<p><b>Public access computers</b></p>	<p><b>Service</b> 409 residents used the public PCs in December 2020 30% decrease month-on-month</p> <p><b>Usage</b> Residents spent 248.28 hours on the public PCs in December 2020 32% decrease in hours month-on-month On average, the customer used the public computer for 36 mins per booking in December 2020</p>	<p><b>Service</b> 3,334 residents utilised the public PCs in FY2020/21</p> <p><b>Usage</b> Residents expended 2,095.84 hours on the public PCs in FY2020/21</p> <p>On average, the customer used the public computer for 38 mins per booking in FY2020/21</p>
<p><b>Your hub is a focal point where the Isaac communities come to learn, to play, to discover and to seek information</b></p>	<p>72 activities were delivered in December @ Libraries</p> <p>536 residents benefited from these activities</p>	<p>317 activities were delivered by your Library Team in FY2020/21</p> <p>3,420 residents benefited from the 317 activities in FY2020/21</p>
<p><b>Your hubs are more than bricks and mortar... Building communities through value</b></p>	<p>20 visits were undertaken to schools, kindergartens and childcare centres in December</p> <p>303 children benefited from the December visits.</p>	<p>Your Library Team visited 134 schools, kindergartens and childcare centres in FY2020/21</p> <p>2,367 children benefited from these visits in FY2020/21</p>
<p><b>Community partnerships</b></p>	<p>No activities were delivered jointly with community and other organisations in December</p>	<p>96 activities were delivered in FY2020/21</p>
<p><b>Reference and Information Service</b></p>	<p>645 Reference and Information Service were provided in December 2020</p> <p>15% decrease in request for reference and information service month-on-month</p>	<p>4,680 Reference and Information Service were provided in FY2020/21</p> <p>On average, your Library Team handled 780 reference and information services per month across the network</p>
<p><b>Building communities through value</b></p>	<p>66.50 hours invested in conducting and undertaking activities in December 2020</p>	<p>372 hours were expended in the delivery of activities in FY2020/21</p>

## Public WIFI

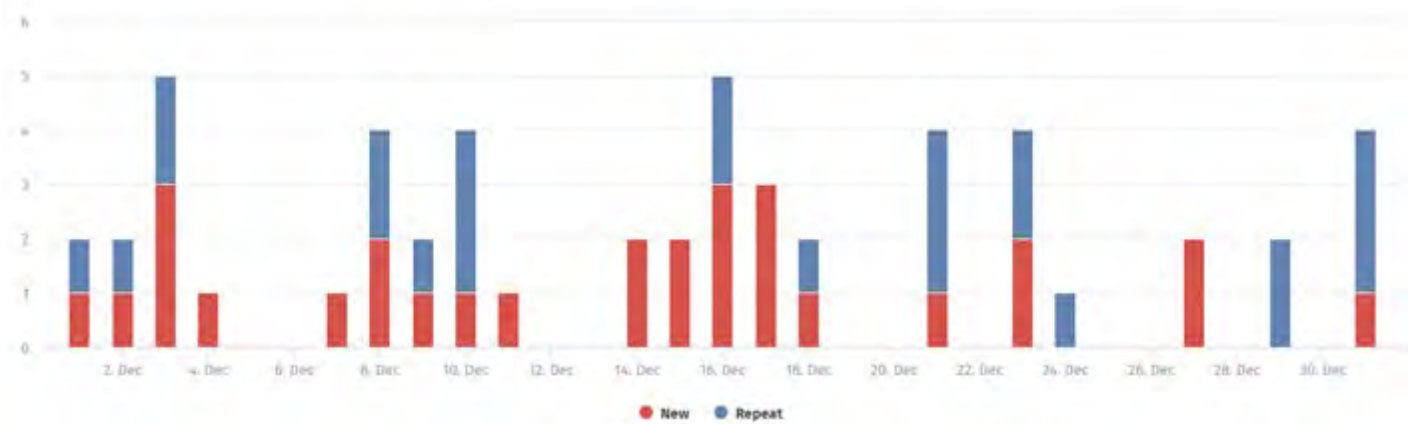
Council offers free public Wi-Fi to the residents in the libraries and surrounding areas. This service is available to the residents from 7am to 7pm daily. In December, there were 81 connections to the Wi-Fi network. Of the 58 visitors, 36 were unique visitors (not repeat log-ins). Average visit duration is 59 minutes. This represents 30 visits less compared to the previous month.



## New vs Repeat Visitors

There were 29 new visitors and 24 repeat visitors in December.

Total visitors between 1st Dec 2020 and 31st Dec 2020: 53



## Isaac Museums

<b>Clermont Historical Centre</b>	49 people visited the Clermont Historical Centre in December 2020  20% decrease in foot traffic month-on-month	1,109 people visited the Centre in FY2020/21
<b>Nebo Museum</b>	6 persons visited the Nebo Museum in December 2020  72% decrease in foot traffic month-on-month	137 people visited the Museum in FY2020/21
<b>Volunteering</b>	Total volunteer hours for December 2020 is 42	Our communities invested 347 hours in our Clermont Information Centre in FY2020/21

<b>Visitor Information</b>	46 tourists visited the Clermont Visitor Information Centre  45% decrease in visitor month-on-month	1,286 visitors utilised the Clermont Visitor Information Service in FY2020/21
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## Customer Service

<b>Call Volume</b>	1,291 calls received in December 2020  Almost a 35% decrease in call volume month on month	11,931 calls received in FY2020/21  An average of 1,989 calls per month
<b>Abandoned Calls</b>	30 (2%) calls were abandoned in December 2020  Constant number calls being abandoned month-on-month	197 (2%) calls were abandoned in FY2020/21
<b>Calls Transferred</b>	240 calls were transferred in December 2020	1,202 (19%) calls were transferred in FY2020/21
<b>Customer Requests</b>	385 CRs were created in December 2020, 221 less than November  302 (78%) CRs were completed in December 2020. 7% improvement in efficiency compared to last month with a corresponding decrease in CRs created	3,216 CRs were created in FY2020/21  2,148 (67%) CRs were completed in FY2020/21
<b>Transactions</b>	1,263 transactions were completed in December 2020 5% decrease month-on-month	12,733 transactions were completed in FY2020/21  On average, 2,122 transactions were undertaken each month

### *Total Customer Requests created in December*

<b>Classifications</b>	<b>Number of Requests</b>
Building	5
Community Facilities	6
Compliance	68
Environmental Diversity	11
Environmental Health	6
Facilities	44
Park and Recreation	16
Roads	48
TV Comms	0
Waste Services	63
Wastewater Services	12

Water Services

106

## Customer Requests by Division for the month of December 2020

Division	Current	Completed
1	16	20
2	9	31
3	7	16
4	11	29
5	14	27
6	10	17
7	7	26
8	18	17

### Community Engagement, Programs and Events

- 8 successful Australia Day Awards Ceremonies and Celebrations were delivered concurrently across the region. These were supported by the Australia Day Ambassador Jenny Woodward who presented to audiences in Middlemount, Dysart and Moranbah.
- A record 107 individuals participated in the annual Australia Day Triathlon in Moranbah. There was also a record number of volunteers involved with over 50 helpers from the Moranbah Bulldogs, Moranbah Boxing and Sporting Club, Moranbah CrossFit and Moranbah Highlanders Swim Club. For the first time, Civeo sponsored the community breakfast, cooked by the Freemasons.
- The Vision 2020 exhibition of textile art was opened in the Coalface Art Gallery, Moranbah. The exhibition curated by Brenda Gael Smith is focused on vision and the eye.
- Nominations for the Inspiring Women in Isaac Awards have opened.
- First5Forever Pop Ups @ The Park have recommenced for the new year, with continuation of the new Sprinkler Parties and Pop Ups @ The Pool.
- Minecraft Master Builder sessions have been delivered to a small group of Isaac youth who are working on building an Isaac Minecraft space for further programming.
- Children's art workshops were delivered in conjunction with the State of Diversity exhibition at the Coalface Art Gallery.
- Janice Mansfield, Community Relations Officer (Youth), has returned to her role. She will continue to be based in Dysart.

### EMERGING ISSUES

#### Community Hubs

- Water notices will be issued in mid-February.
- Clermont Historical Museum is closed for annual maintenance and preparation of a new mini exhibition.

#### Community Engagement, Programs and Events

- A group of the sporting clubs in Clermont have expressed concern regarding the management of the sports fields. The CEPE team are facilitating an on-site meeting with appropriate Council staff to assist the groups.
- Feros Care have approached the CEPE team to seek Council partnership on the delivery of a Disability and Services Fair in the region – conversations with Feros will continue.
- Community groups in Dysart and Clermont have expressed interest in hosting triathlons in their towns.
- Dysart Arts Inc. will be taking over the Dysart markets.

- MDSS are continuing to host 'Arts in the Park' events regionwide to connect with communities outside of Moranbah.
- The Programs' staff have engaged with MDSS about them attending Pop Ups and connecting with community.
- The Anglican Church in Clermont have confirmed that they will continue to host the fortnightly markets. These will recommence in March.
- The Clermont Community Business Group are launching the 'Clermont Telegraph', a local newsletter.
- Organisers of the Greenhill Anzac Day Dawn Service have indicated they are no longer in a position to continue coordinating the event, discussions regards alternate options are in progress
- The team are in the process of sourcing an appropriate space to store tech materials used for programming as the current space used in the Dysart Library is being repurposed. The storage cage at the Dysart Recreation Centre is being considered as a potential site, pending further discussions with the Community Facilities team.

## NEXT MONTH'S PROGRAM

### **Community Hubs**

- Taking advantage of a globally celebrated event, Valentine's Day, Isaac Regional Libraries are celebrating Library Lovers' Day throughout February with the community who love their libraries. 'Make a date with your Library' Come and share with us what you love about your library! There will be a little competition to encourage the community to write a few sentences what they love about their libraries and a piece of love-heart chocolate as a reward.
- Movies@your libraries will be launched by mid-February.
- Isaac Regional Libraries are celebrating Chinese New Year – the Year of Ox with creative take home craft pack for the communities.
- The Library Team will commence STEM training in February in preparation of technology sessions.
- Outreach to kindergartens will recommence in February.
- CRM onboarding will commence in February.
- Frontline Service Officers will be scheduled for cross-training assessment.

### **Community Engagement, Programs and Events**

- Arrangements are being made for the Inspiring Women in Isaac events being held in early March.
- Planning for Youth Week is underway – considerations are being made to spread activities across a month, given youth week coincides with the April school holidays when a lot of our community members are travelling elsewhere.
- The 3D scanning and modelling program will be delivered to students from Clermont SHS at the Clermont Historical Centre.
- School visits will recommence with digital, arts, STEM and literacy programming being delivered.
- First5Forever Busy Bags will be launched in March – the bags are extension on in-house library programming, providing a craft-based activity for families to complete together at home.

## FINANCIAL REPORT

### **Community Hubs**

*Not available at time of report preparation*

### **Community Engagement, Programs and Events**

*Not available at time of report preparation*

## ANNUAL OPERATIONAL PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C1	Provide, operate and maintain venues and community facilities to deliver, safe, efficient and cost and effective services	Library Operations	Provide a modern and engaged library service, including program delivery	100% Attendance at Library Programs	On Target	72 activities were delivered in December @ Libraries 536 residents benefited from these activities	Engaged Communities - Community Hubs	30-June-2021	50%
				A well utilised library service	On Target	3,899 people visited the libraries December 2020 17% decrease in foot traffic month-on-month. This could be due to Christmas and New Year season, more residents away from home	Engaged Communities - Community Hubs	30-June-2021	50%
				50% of population that are library members	On Target	46 new residents joined the libraries in December 2020 Of the 46 residents, 4 joined online in December 2020	Engaged Communities - Community Hubs	30-June-2021	50%
		C2	Facilitate a focused range of social, cultural, sporting, recreational, health and education services and programs that build thriving, connected and resilient communities	Museums & Galleries	Facilitate and deliver an calendar of events and programs which celebrate the Isaac Region, its diverse communities and interests	An Annual Calender of exhibitions	On Target	The Vision 2020 exhibition of textile art was opened in the Coalface Art Gallery, Moranbah. The exhibition curated by Brenda Gael Smith is focused on vision and the eye.	Engaged Communities - Community Hubs
30-June-2021	On Target					Seasonal closure of museum to allow resetting of collections and exhibition	Engaged Communities - Community Hubs	30-June-2021	50%
Cultural development	Collaborate on cultural development through initiatives			Administration of Regional Arts Development Fund Grant - Timely acquittals to Arts Queensland	On Target	RADF round 2 applications determined at January 2021 council meeting	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	50%
				Facilitate the bi-annual Queensland Music Festival	Monitor	Discussions ongoing with QMF	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	15%
				Undertake Unmet Needs of Isaac Youth Study	On Target	Study being undertaken in accordance with project plan	Engaged Communities - Community Engagement	30-June-2021	50%
C3	Facilitate and encourage strategic partnerships that enable self-sustainable community associations and volunteer groups to	Community Engagement	Deliver best practice community engagement initiatives	Effectively Support other Isaac Regional Council Business areas to develop and deliver other engagement	On Target	RFQ for online engagement solution occurring in February	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	50%



C5	pursue their diverse aspirations yet come together to tackle common opportunities and challenges	Grant Program	Administer annual Community and Cultural Grants Program	Number of applications received per quarter	On Target	Round 3 applications close mid-February for consideration at March round of meetings	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	50%
		Supporting Diversity	Develop and deliver programs, events, projects supported by external organisations, groups that celebrate all of our community and cultures facilities etc	30-June-2021	On Target	8 successful Australia Day Awards Ceremonies and Celebrations were delivered concurrently across the region. These were supported by the Australia Day Ambassador Jenny Woodward who presented to audiences in Middlemount, Dysart and Moranbah. A record 107 individuals participated in the annual Australia Day Triathlon in Moranbah. There was also a record number of volunteers involved with over 50 helpers from the Moranbah Bulldogs, Moranbah Boxing and Sporting Club, Moranbah CrossFit and Moranbah Highlanders Swim Club. For the first time, Civeo sponsored the community breakfast, cooked by the Freemasons. The Vision 2020 exhibition of textile art was opened in the Coalface Art Gallery, Moranbah. The exhibition curated by Brenda Gael Smith is focused on vision and the eye. Nominations for the Inspiring Women in Isaac Awards have opened. First5Forever Pop Ups @ The Park have recommenced for the new year, with continuation of the new Sprinkler Parties and Pop Ups @ The Pool. Minecraft Master Builder sessions have been delivered to a small group of Isaac youth who are working on building an Isaac Minecraft space for further programming. Children's art workshops were delivered in conjunction with the State of Diversity exhibition at the Coalface Art Gallery.	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	50%
	Cultural Heritage	Stage 2 Library Wall Artwork with Barada Barna Corporation	30-October-2020	On Target	Stage 2 artwork installed at end of Q2, to be officially commissioned during NAIDOC event on 25 October 2020	Engaged Communities - Community Engagement, Programs & Events	30-October-2020	100%	
G4	Deliver unique customer focused and responsive services that are based upon a program of continuous improvement	Customer Service	Frontline customer service delivery and effective relationship management	30-June-2021	On Target	Working with Systems team to deliver organisation-wide implementation of TechOne CRM	Engaged Communities - Community Hubs	30-June-2021	25%

## ECONOMY & PROSPERITY

### PREVIOUS MONTH'S ACHIEVEMENTS

The month seen several team changes with returning officers from leave and onboarding of the new Economic and Tourism Development Advisor and Mackay Tourism's Tourism development officer based in Isaac. With the pending starting of the Economic & Business resilience coordinator role in February, focus has been on review of work functions and project delivery.

#### Economic Development

- Onboarding of the Economic and Tourism Development advisor role on 18 Jan.
- Strategic Recovery Planning and delivery was a focus with development of business engagement plan to further inform recovery programs.
- Works on external grant program funding continued on the Regional Recovery Partnership funding, Building Better Regions funding and Mobile Black spot funding.
- Investment attraction framework and marketing collateral project handover to Advisor role
- Community chest program continuation.

#### Business Support

- Continuation of planning for the business engagement program in February/ March with business networking events, consumer and business confidence surveys and one on one business meetings with resilience officer.
- Works on the Shop Isaac program delivery – 2021 incentivised campaigns and prospectus, Mbh airport Shop Isaac billboard (Feb installation).
- Planning for Small business month may and doing business with Council workshops within that event.

#### Tourism

- A familiarisation with the Mackay tourism team (CEO, Development Manager and new Isaac based development officer) was conducted with tourism strategy project discussions and stakeholder introductions.
- Delivery of billboard concepts for Isaac coast (1 x St Lawrence wetlands, 1 x welcome to Isaac image) with installation in early February.
- Continuation of QPWS meetings on Peak Range product development.
- Works on a MIW Cross regional fishing project concept between the three regional councils, Mackay tourism and TEQ continued with a concept developed being under consideration.
- Engagement of collaboration with GWFN on the Provenance magazine.
- Engagement with QMF and Engaged communities on Isaac regional event concepts.
- St Lawrence wetlands event planning for delivery.
- Officers met with Moranbah Race club to provide feedback on the engagement with E&P department during the Moranbah Miners Memorial Spring Carnival Race Day and the conclusion of the current funding agreement, with further meetings proposed to discuss the events continuation and structure of delivery.

#### Asset Management

- Expression of interest for Clermont Saleyards non-exclusive agent agreement works.
- E&P continued Capital program delivery.

- Clermont Rodeo & show society Regional Agricultural show funded project delivery, Announcer's box and other shade structures awarded for construction.
- Nebo Showgrounds master plan, consultant engaged, and project planning meetings conducted – stakeholder meetings to be booked end February/March.
- Mt Britton asset movement to E&P proposal.

## **EMERGING ISSUES**

Nil to report, onboarding and review of team roles & responsibilities major focus.

## **NEXT MONTH'S PROGRAM**

As above onboarding of the new team members, Strategic Recovery plan project delivery, business networking events across the region, survey and introduction of new resilience officer, Shop Isaac campaign development, Nebo showgrounds master plan, Fossicking strategy, Clermont Saleyards and showgrounds advisory committee meetings and LDAC committee meetings the major priority projects.

## **FINANCIAL REPORT**

E&P have projected an increase Opex budget forecast in its Q2 review and expenditure primarily in the Saleyards, TCD and Aerodrome revenues and related increased cost of running costs to match.

## **DEVIATION FROM BUDGET AND POLICY**

As above increase done in Q2 OPEX budget forecast.

## ANNUAL OPERATION PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C1	Provide, operate and maintain venues and community facilities to deliver, safe, efficient and cost and effective services Facilitate urgent and visible support during times of stress to the community (such as mental health support, crime prevention and assisting those from a lower socio-economic level)	Airstrips	Provide efficient and timely solutions to maintenance issues	90% compliance	On Target	Proactive and reactive maintenance activities being delivered, with proactive planning for pavement resealing being undertaken	Economy & Prosperity	30-June-2021	25%
C6		Recovery & Resilience	Maintain and ensure currently and awareness for the Isaac Recovery Plan	Implement Isaac Recovery Plan initiatives	On Target	Strategic Recovery Plan adopted in October, recruitment for Community resilience & Business resilience roles completed, business community engagement plan developed for Feb to April	Economy & Prosperity	30-June-2021	
EC1	Plan, design and provide sustainable infrastructure, facilities and services that encourage and support economic growth and development	Economic Development	Develop and deliver a sub-brand and marketing strategy to promote Isaac as a place to live, work, invest and do business	30-June-2021	On Target	Investment Attraction Framework, finalised and workshopped with stakeholders and being presented to Council for adoption. Marketing collateral continuing with Industry & Tourism profile documents completed.	Economy & Prosperity	30-June-2021	25%
		Asset Management	Conduct master planning for Council's Nebo Showgrounds	Plan & Advocacy document completed	On Target	Engagement plan completed, procurement of consultant completed and project progressing Q3/Q4	Economy & Prosperity	30-June-2021	25%
			Deliver the Revitalisation of the Clermont Saleyards & showgrounds	All funded projects delivered on time and to budget +/- 90%	On Target	Stage 1 projects complete, PAG project on Saleyards renewal progressing, Clermont Saleyards & showground shelter projects progressing, 4th run horse stables construction complete	Economy & Prosperity	30-June-2021	25%
			Effective and efficient asset management of Saleyards, Showgrounds,	90% compliance	On Target	Proactive and reactive maintenance activities being delivered with delivery of the PAG Capital renewal project in Q3 a proactive highlight	Economy & Prosperity	30-June-2021	25%
EC2	Proactively engage with and support all industry sectors, commerce and government to foster constructive partnerships to support and promote ongoing economic vitality	External Relationships	Continue to participate with GW3 and deliver the Isaac Region transformational project	30-June-2021	On Target	Draft scope completed, further engagement with stakeholders to progress	Economy & Prosperity	30-June-2021	25%
		Local Business Support	Develop, through engagement, the Isaac Region business alliance network	30-June-2021	On Target	Engagement with stakeholders continuing, business community engagement/networking events progressing in Q3 for recovery and progression of this project	Economy & Prosperity	30-June-2021	15%
EC3	Identify opportunities for economic development through strategic analysis	Economic Development	Implement the Economic Development	Action Plan developed and delivered to plan	On Target	Recovery plan adopted and onboarding of additional recovery resourcing and Advisor role to further inform, delivery timing of actions within the strategy. Updated delivery plan proposed end of Q3	Economy & Prosperity	30-June-2021	25%

# INFORMATION BULLETIN

	of regional resources and the provision of planning and policies that support sustainable economic development		Strategy Framework						
		Small Business Week	Delivery of Small Business Week Activities across region	Development and rollout of Educational Program - with 95% positive feedback	On Target	October Small Business month activities completed, with planning for May Small Business activities progressing	Economy & Prosperity	31-May-2021	65%
		Investment Attraction	Develop and adopt: Investment Attraction Policy, Investment Facilitation Guideline and industry-based investment prospectus	30-June-2021	On Target	Investment Attraction Framework, finalised and workshopped with stakeholders. To be presented to Council for adoption at January 2021 Ordinary Meeting. Marketing collateral continuing with Industry & Tourism profile documents completed.	Economy & Prosperity	30-June-2021	65%
		Clermont Saleyards	Engage in business development planning for the Clermont Saleyards	30-June-2021	On Target	Standing business item at Clermont Saleyards Advisory Committee meetings and continued engagement with the committee, local agents, and increased revenue and throughput and increased cattle sale bookings for 2021 has shown demonstrated outcomes.	Economy & Prosperity	30-June-2021	25%
		Land Development - IRC housing estates	Administer and promote IRC's land sales at Anne St Nebo & Jeffrey St Clermont	30-June-2021	On Target	Internal review of contract and marketing occurring, no sales enquiries received. Increased marketing Q3/Q4	Economy & Prosperity	30-June-2021	15%
		EC4	Undertake Council's commercial businesses with appropriate business and entrepreneurial acumen, as effective participants in the region's economic activity	Land Development	Through the Land Development Advisory Committee identify commercial opportunities	30-June-2021	On Target	Continued actions and reportable items to the Committee being met, real estate engagement and renewed Economic Indicator reports and Industry profile delivered in Q2	Economy & Prosperity
EC5	Promote and advocate for the region and our diverse range of industries, to attract people to live, invest in and visit the region	Tourism	Develop and implement the Tourism Strategy	30-June-2021	On Target	Some internal & external resourcing impacts to delivery, with delayed recruitment of the funded Mackay tourism development officer, but with finalised onboarding in early Q3 will support delivery. Renewed visitors guide a highlight from Q2	Economy & Prosperity	30-June-2021	25%
			Conduct master planning for Council's Theresa Creek Dam	30-June-2021	On Target	Resourcing did delay delivery with scoping and engagement to occur Q3	Economy & Prosperity	30-June-2021	15%
			Raise the Isaac Regions Tourism profile	30-June-2021	On Target	Ongoing development occurring, renewed visitor guide and recruitment of funded Mackay tourism position highlights	Economy & Prosperity	30-June-2021	25%
EC6	Proactively promote and support local businesses within the region	Local Business Support	Implement of Local Business Support Strategy	Implement and promote Isaac businesses through the Shop Isaac, Buy Local Program	On Target	Program support continuing with completion of 2020 Incentivised campaigns and development of full 2021 calendar year campaigns progressing.	Economy & Prosperity	30-June-2021	65%

# INFORMATION BULLETIN



		Support Isaac region business in recovery of COVID-19 impacts	On Target	Program support continuing with completion of 2020 Incentivised campaigns and development of full 2021 calendar year campaigns progressing.	Economy & Prosperity	30-June-2021	25%
		Host small business week and delivery of education program	30-June-2021	On Target	October Small Business month activities completed, with planning for May Small Business activities progressing	Economy & Prosperity	30-June-2021

## COMMUNITY FACILITIES

### PREVIOUS MONTH'S ACHIEVEMENTS

#### Overview:

The month was characterised by normal operations at all sites under Departmental control. Special items included:

- Hosting of Australia Day festivities at Halls and Pools across the Region;
- The GCAC hosted the Australia Day Triathlon;
- The service streaming and wake for Julie-Ann Smith was hosted at the Moranbah Community Centre;
- Capital and Operational works continue across the portfolio assets;
- Random acts of vandalism were reported at Nebo Medical Centre, Monash Lodge (Clermont) and Blair Athol Hall (Clermont);
- St Lawrence Bowls Club was successful in it's grants applicant for a new kitchen to be installed at the St Lawrence Bowling Club;
- Learn to Swim classes have officially recommenced at the GCAC with outstanding patronage being recorded.

#### People:

All staff are fit and healthy. No adverse incidents were recorded for the month. Key highlights include:

- Taine Waerea completed a fixed term assignment in Glenden and has moved on to an Apprenticeship with a resource's operator;
- One report of a minor injury to a member of staff – the staff member injured a finger after it was caught in the elevator doors at the Moranbah office. No medical intervention or lost time was reported. The staff member has made a full recovery;
- The Moranbah Community Centre team has continued to perform well despite a heavy commitment schedule.

#### Assets:

All Departmental assets are functional and operational. Highlights include:

- Excellent patronage at Australia Day events has been reported;
- Coastal Halls and Centres painting will commence on Monday 8 February;
- Dysart Pool filter shade has been awarded; works are scheduled to be completed during Q4 (procurement underway);
- Dysart Pool shade is scheduled for completion on 19 February;
- MELC roofing repairs and drainage remediation is scoped and awaiting quotations from suppliers;
- Commercial grade contingency pumps have been acquired for regional pools under the CW program;
- Blair Athol Hall compliance works are awaiting final quotations;
- The GCAC Waterpark Survey was closed during the latter part of the month. In excess of 200 respondents were recorded. The results of the survey are currently being collated and a presentation prepared in anticipation of a Community Meeting;
- Swimming Pool tender documentation and leases are currently under legal review in anticipation of release during the latter part of February, early March;

- The Dysart Civic Centre air conditioning refurbishment has been awarded; negotiations are underway for a preferred start date.
- Clermont Pool amenities refurbishment scoping is underway with an anticipated commencement date late into the swimming season;
- Final design drawings for the Clermont Dive Blocks have been received, an RFQ is currently being prepared for imminent release;
- Acquisition of four portable “industrial” evaporative coolers to support events across the region;
- PAG bids completed – additional information queries are now being undertaken. The Department is attempting to consolidate works and identify projects that can be undertaken during this FY.

### **Leasing:**

Leasing status is reported within the CTFAC meeting. Highlights include:

- Glenden EOI's – Arts and Crafts, Bowls and Golf Clubs have been returned. Assessments are underway;
- Blair Athol EOI has been constructed and is ready for release once compliance works have been completed. Additional tree lopping has been delayed by the preferred supplier and a tardiness to supply insurance documentation;
- Nebo Medical Centre – An MOU between Council and the Nebo Medical Action Group is being prepared along with a series of LTO agreements for the medical practitioner and allied health users;
- Leasing documentation, terms and supporting records are currently under legal review for “future proofing”. It is anticipated that a suite of documents will be ready for review during mid-February;
- Leasing meetings continue to be scheduled in anticipation of the release of the reviewed tenure instruments;
- Moranbah Rugby League has been engaged in relation to land tenure – although only an initial meeting, indications are positive;
- MELC tenure renewal is before Council in February;
- Coastal Assets – management agreement documentation is under legal review and anticipated to proceed during February.

### **Cemeteries:**

Cemeteries report a number of queries and site inquiries throughout the month. Highlights include:

- Customer liaison in pre-planning of funerals to support plot identification and reservation;
- Customer liaison in plot improvements;
- Funeral service and wake support to the family of Julie-Ann Smith;
- Acquisition of new marquees for grave side services – Moranbah and Clermont;

### **Health and Safety:**

A single incident report relating to a staff member injuring a finger in the Moranbah office elevator has been received. No further incidents reported.

COVID-19 protocols are up to date and in place across all sites.

### **EMERGING ISSUES**

- Vigilance around COVID-19 developments continues;

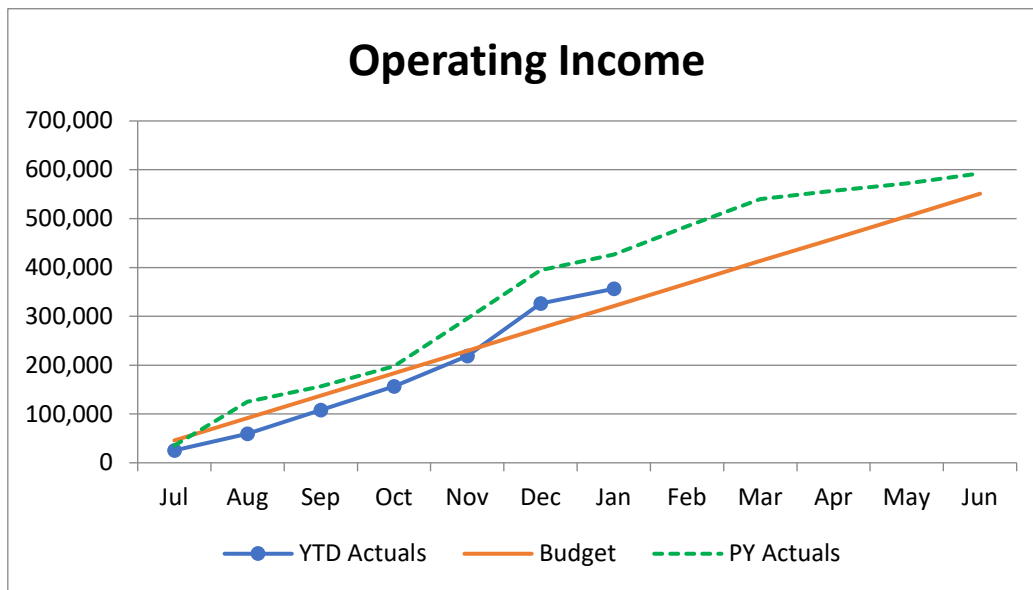


- The MCC Cook vacancy-is being reviewed;
- Complications with some Community groups losing committees is being monitored and remains a challenge to Community Leasing.

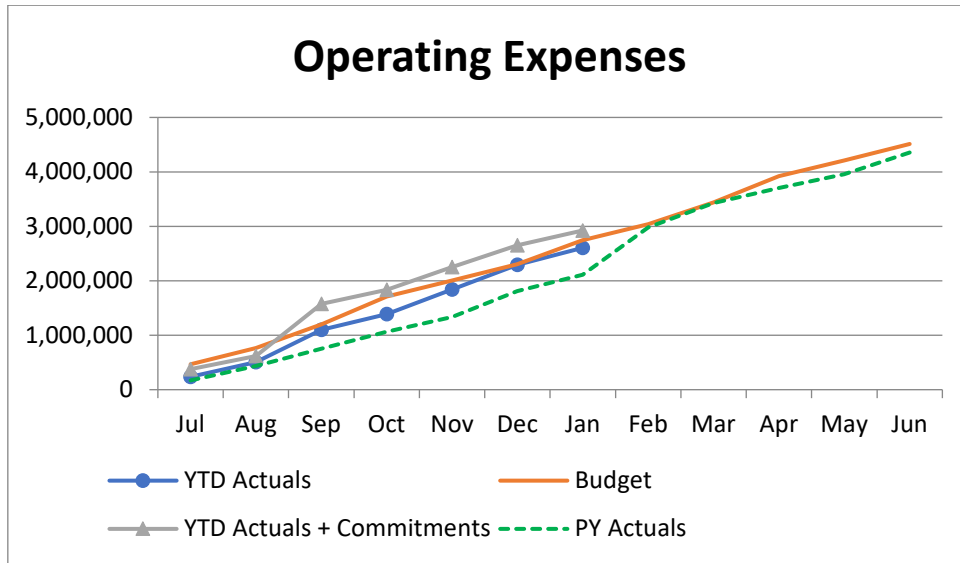
## NEXT MONTH'S PROGRAM

- Ongoing management of operational responses – reactive and scheduled;
- Ongoing management of works program;

## FINANCIAL REPORT



- Income from the GCAC continues to headline the operating income – swimming classes, school carnivals and private hire are the greater contributors;
- Dysart Halls continue to perform well with a good booking stream developing for 2021;
- Moranbah Community Centre remains under budget, however, it is anticipated that 2021 bookings will reverse this trend;
- A number of outstanding charges for the Glenden Recreation Centre have been identified and will reflect in next month's reporting;
- Cemetery fees remain constant and unpredictable.



- Greg Cruickshank Aquatic Centre expenses have increased as a consequence of: labour costs, chemicals and WHS remediation activities;
- Moranbah Cemetery operating expenses reflect the acquisition of new equipment (marquees);
- Glenden Recreation Centre operating expenses reflect the acquisition of a new card scanner for the gymnasium to provide member access afterhours.

**DEVIATION FROM BUDGET AND POLICY**

- GCAC Operating expenses – labour, vehicle and chemicals.

## ANNUAL OPERATION PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C1	Provide, operate and maintain venues an community facilities to deliver, safe, efficient and cost and effective services	IRC Halls & Centres Recreation Halls and Gyms	Provide and operate halls and centres to deliver safe, efficient and cost-effective services	75% overall satisfaction	On Target	The reporting period did not identify any adverse complaints or service level failures.	Community Facilities	30-June-2021	100%
			Provide effective and timely solutions to maintenance issues	90% compliance	On Target	Reactive maintenance continues to be resolved within suitable operational and customer time frames.	Community Facilities	30-June-2021	100%
			Deliver annual capital works program	Schedules program delivered by 30 June 2020	On Target	Departmentally managed works are on track to be delivered by the end of the FY.	Community Facilities	30-June-2021	45%
		IRC Aquatic Centres	Undertake regular audits to ensure an efficiently run and customer service focused environment	4 Inspections/per quarter	On Target	Lessee meetings continue along with regular interaction with sites across the region. Inspections will be formalised with the introduction of an I Auditing tool.	Community Facilities	30-June-2021	50%
			One (1) x Customer surveys per year	65% + customer satisfaction	On Target	The survey is scheduled for release in February	Community Facilities	30-June-2021	40%
			Deliver annual capital works program - Maintain sustainable community facilities to deliver safety and efficiency to the community users	Scheduled program delivered by 30 June 2020	On Target	Departmentally managed works are on track to be delivered by the end of the FY.	Community Facilities	30-June-2021	45%
C7	Improved engagement/partnerships with service providers to improve outcomes for the region	Community Leasing	Deliver the community leasing program to support efficient and effective use of community facilities	Adopt updated Leasing Strategy with associated Policies	Monitor	Leasing documentation is currently being reviewed by external legal advisors. The intent will be to compile the strategy based on legal advice and the various operational nuances that are being identified on regular basis.	Community Facilities	30-June-2021	40%

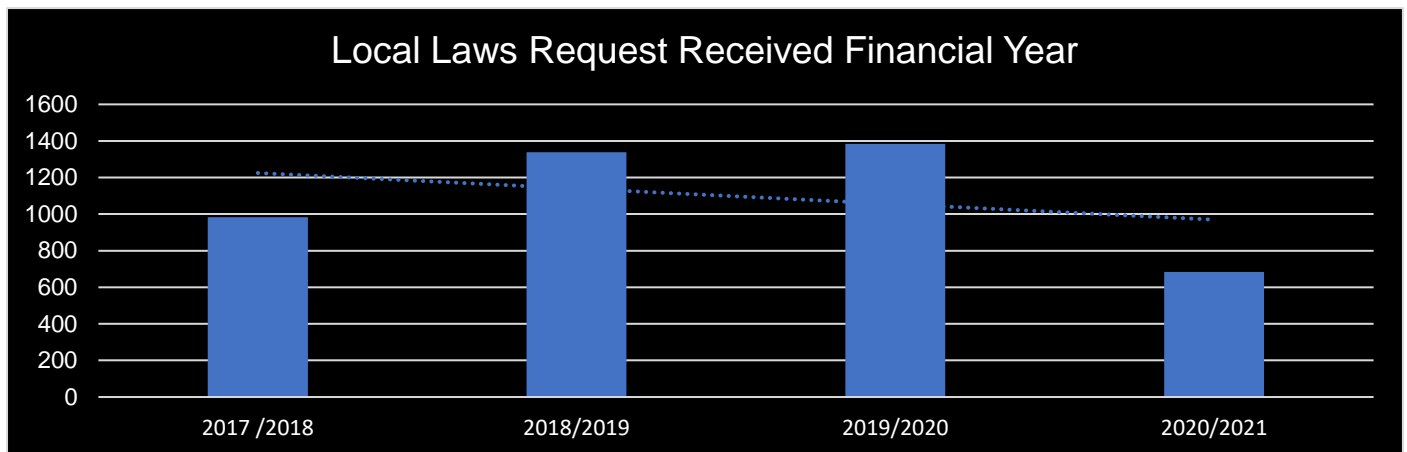
**COMMUNITY EDUCATION & COMPLIANCE**

**PREVIOUS MONTH'S ACHIEVEMENTS**

Animal Management - Registered Dogs

Description	November 2020	December 2020	January 2021	Financial YTD
New Dogs Registered	53	30	26	281
Puppy Registrations (inc in registration numbers)	18	9	7	101
Dog Registration Renewals	11	10	2	1060
<b>Total Registered</b>				<b>1341</b>
Dog Registration – non renewals				853

Local Laws Compliance Customer Request Activity



The Local Laws unit received 114 requests in January 2021 resolving 75 requests during the period.

***Building Services***

Description	November 2020	December 2020	January 2021	Financial YTD
Concurrence Applications	3	0	0	13
Building Works Application	0	0	0	3
<b>Total Received</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>16</b>
<b>Total Decided</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>16</b>

# INFORMATION BULLETIN

Description	November 2020	December 2020	January 2021	Financial YTD
Building Inspections	1	3	2	25
Pool Safety Inspections	0	0	0	0
Building Compliance Inspections - internal leasing	0	0	0	0
Building Property Searches	13	6	18	85
Archiving of private other certifier approvals	6	11	7	78

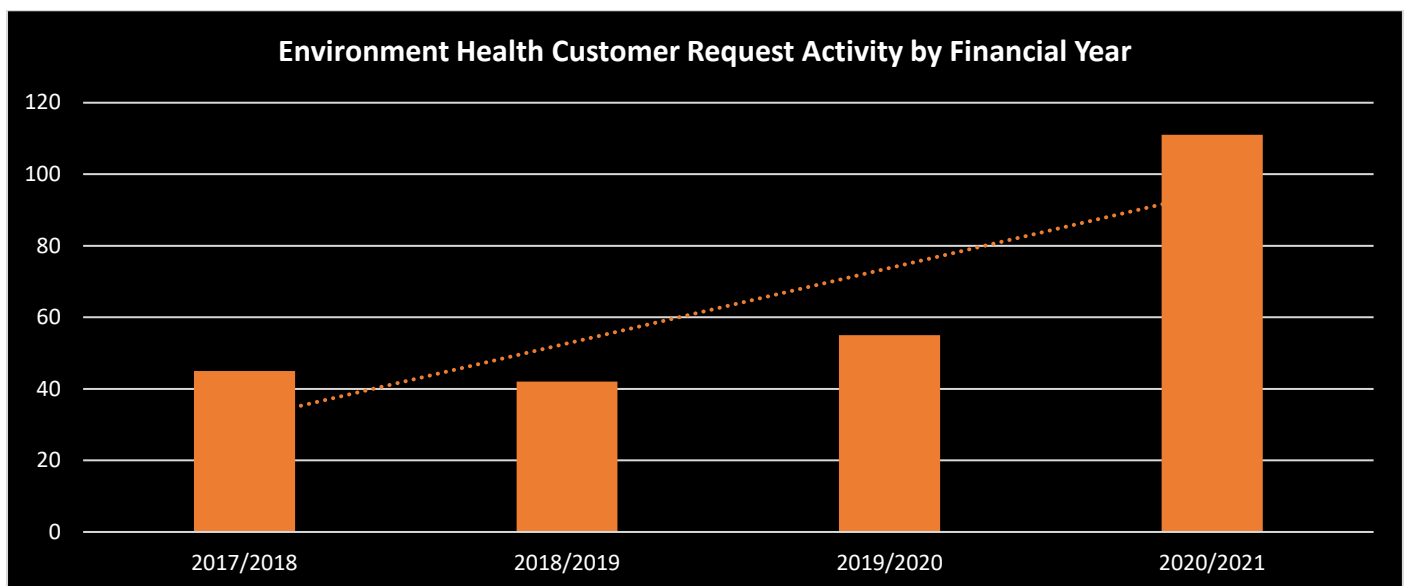
## Plumbing Services

Description	November 2020	December 2020	January 2021	Financial YTD
New Applications	4	7	5	57
<b>Total Decided</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>49</b>

Description	November 2020	December 2020	January 2021	Financial YTD
Plumbing Inspections	35	21	12	146
Trade Waste Audits	11	5	0	36
Backflow Testing	4	13	4	99

## Environmental Health Services



The Environmental Health Services received 17 requests in January 2021, resolving 9 requests during the period.

Service Level	Target	January 2021	Current Performance %	Service Level Type
Annual inspection of licensed food businesses undertaken	173 premises	10	41.04%	Operational
Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken	3 premises	1	33.33%	Operational

Applications Received	January 2021
Number of Food Business Licence Applications	0
Number of Short-Term Food Business Licence Applications	0
Number of Mobile Food Business Licence Applications	0
Total Number of Approved Food Business Licences	2
Personal Appearance Service	0
Annual Food Licence Renewals Received	6
Annual Food Renewal Licences Issued	4
Licences/Inspections	Financial YTD
Total Number of Annual Inspections for Food Business Licences undertaken	71

## Highlights

**Illegal Dumping Community Survey:** An illegal dumping community survey was rolled out in January as part of the Councils adopted Illegal Dumping Management and Intervention plan. The survey closes on the 12 February. The survey will help the Council better understand the complexity of illegal dumping, community perceptions on illegal dumping and reporting to develop a longer-term strategic approach to prevent illegal dumping in our region.

**Chip N Check Clinics:** The pilot 'Chip N Check' Microchipping Pop-Up Clinics concluded with a fifth and final clinic in Nebo in January. Overall, 49 dogs were microchipped, and 65 dog registrations were issued across the five clinics that took place between October 2020 and January 2021. It also means there are further 65 dogs in the community that can be returned home if found wandering through identification via microchip and dog registration if necessary. These clinics were a joint initiative of Isaac Regional Council with Moranbah Veterinary Clinic and Clermont Vet Surgery. A debrief of the event will be undertaken with the vets and relevant Council staff in the coming weeks, and a learnings report will be tabled at a future Domestic Dog Advisory Committee meeting.

**Compliance Trainee Commencement:** The Compliance Trainee, Sam Bailey commenced with Council on the 18 January 2020. Sam has completed a two-day introduction to Council structure, responsibilities and procedures and now commenced the supervised on the job training. This is the third such compliance traineeship the department is facilitating to bring bright people into Council and potentially begin them on a lifelong career in local government.

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## **EMERGING ISSUES**

In December 2020 two Compliance Officers and one Environmental Health Officer based in Moranbah separated from Council. The resignations reduce both the Compliance and Environmental Health team by 50%. The compliance team's current revised operational program is for the two officers from Middlemount to work on a two- and three-day rotating roster for covering the Moranbah, Nebo and Glenden areas. The aim is to address high-risk items whilst managing officer fatigue for three months, starting on 4 January 2021 to carry the team across the recruitment period till the vacancies are filled, and the new staff have been orientated to function independently. The plan and its currency will be reviewed fortnightly to ensure that it remains valid and identify any impacts on staff.

In January the community Education Officer also separated from Council and recruitment is prioritised.

## **NEXT MONTH'S PROGRAM**

Recruitment of the vacant positions are the highest priority whilst managing operations and officer fatigue.

Roll out of the of free microchipping vouchers to the dog owners living in Carmila, Clairview, Flaggy Rock, St Lawrence, Notch Point, Greenhill and Ilbilbie in lieu of attending a Chip N Check pop up microchipping clinic for the service will be undertaken next month.

## ANNUAL OPERATION PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C2	Facilitate a focused range of social, cultural, sporting, recreational, health and education services and programs that build thriving, connected and resilient communities	Community Education	Develop and implement a Community Education and Compliance Regime	30-June-2021	On Target	Animal Management Education Plan Developed.	Community Education & Compliance	30-June-2021	40%
		Regulatory Compliance	Approved Inspection program	30-June-2021	Not Proceeding	Deferred to frugal budget	Community Education & Compliance	30-June-2021	
C7	Improved engagement/partnerships with service providers to improve outcomes for the region	Community education	Develop and adopt a Risk & Outcome Based Compliance Policy to support compliance activities with industry (building, environmental health, food, plumbing, etc)	30-June-2021	On Target	Reported to the PECS Standing Committee 1 December 2020	Community Education & Compliance	30-June-2021	80%
EN5	Partner with industry and community to minimise environmental harm through appropriate education and regulation	Compliance	Community compliance education	Develop and adopt a Compliance Policy	Completed	Reported to the PECS Standing Committee 1 December 2020	Community Education & Compliance	30-June-2021	80%
		Compliance	Community compliance education	Develop and implement a community compliance education program	On Target	Animal Management Education Plan Developed.	Community Education & Compliance	30-June-2021	80%
EN6	Through proactive communication and partnering, increase community awareness of the benefits of having a healthy and diverse environment	Community Compliance	Develop and implement engaging education and awareness program to ensure the community is aware of both the rules that apply throughout the Region	30-June-2021	On Target	Follow my lead campaign, walking dogs on leash -campaign launched in July 2020 Chip N Check – campaign launched in October with the support of the community vets.	Community Education & Compliance	30-June-2021	50%
		Environmental Health – Illegal dumping	Reduction of illegal dumping through education campaign	30-June-2021	On Target	Illegal dumping pilot plan was approved by Council in August 2020 and the initial community surveying is programmed for November 2020	Community Education & Compliance	30-June-2021	20%
G2	Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness	Community Compliance	Develop and implement a Risk Based Compliance & Enforcement Strategy	30-June-2021	On Target	Reported to the PECS Standing Committee 1 December 2020	Community Education & Compliance	30-June-2021	80%



# INFORMATION BULLETIN

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**Report Authorised By:**  
JEFF STEWART-HARRIS  
**Director Planning, Environment and Community  
Services**

Date: 03 February 2021

## ATTACHMENTS

- Nil