

# NOTICE OF MEETING

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Dear Committee Members

You are requested to attend the following meeting of Council.

ENGINEERING AND INFRASTRUCTURE STANDING COMMITTEE  
MEETING OF  
**ISAAC REGIONAL COUNCIL**

TO BE HELD ON  
**WEDNESDAY, 11 OCTOBER 2023**  
**COMMENCING AT 9.00AM**  
**COUNCIL CHAMBERS - MORANBAH**

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**DARREN FETTELL**

Acting Chief Executive Officer

**ROBERT PERNA**

Committee Officer

Director Engineering and Infrastructure

**Committee Members:**

Cr Jane Pickels (Chair)

Mayor Anne Baker

Cr Greg Austen

Cr Sandy Moffat

Cr Gina Lacey

Cr Simon West

## 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.

##### Section 254K Participating in meetings by audio link or audio visual link

- (1) A local government may allow a person to take part in a meeting of the local government by audio link or audio visual link.
- (2) A committee of a local government may allow a person to take part in a meeting of the committee by audio link or audio visual link.
- (3) A councillor or committee member who takes part in a local government meeting under subsection (1) or (2) is taken to be present at the meeting if the councillor or member was simultaneously in audio contact with each other person at the meeting.
- (4) In this section—  
**audio link** see the [Evidence Act 1977, section 39C](#).  
**audio visual link** see the [Evidence Act 1977, schedule 3](#).

##### 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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## ENGINEERING AND INFRASTRUCTURE

### STANDING COMMITTEE MEETING

### OF ISAAC REGIONAL COUNCIL

### TO BE HELD ON

**WEDNESDAY 11 OCTOBER 2023**

**COUNCIL CHAMBERS, MORANBAH**

1. OPENING OF THE MEETING
  - 1.1 ACCEPTANCE OF PARTICIPATION BY VIDEO CONFERENCE
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

- Mayor Anne Baker
- Cr Gina Lacey

## 3. DECLARATION OF CONFLICTS OF INTEREST

## 4. CONFIRMATION OF MINUTES

Engineering and Infrastructure Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, commencing at 9.00am on Wednesday 13 September 2023.

## 5. OFFICER REPORTS

### 5.1 ENGINEERING AND INFRASTRUCTURE 2022/2023 CAPITAL PROJECTS PROGRESS REPORT

#### EXECUTIVE SUMMARY

This report is to provide an update to the Engineering and Infrastructure Standing Committee and Council of the progress in delivery of the Engineering and Infrastructure 2023/2024 Capital Works Program.

### 5.2 TRANSPORT INFRASTRUCTURE DEVELOPMENT SCHEME FOUR YEAR WORKS PROGRAM 2024-2028

#### EXECUTIVE SUMMARY

This report seeks endorsement of the Transport Infrastructure Development Scheme (TIDS) four year works program (2024/25 – 2027/28) to be submitted to the Bowen Basin Regional Roads and Transport Group for consideration. Part of the responsibility of the group is the management of the Transport Infrastructure Development Scheme (TIDS) program and its investment on the regional transport network.

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## **5.3 EXCEPTION BASED CONTRACTUAL ARRANGEMENTS – PHILLIS PIT**

### **EXECUTIVE SUMMARY**

The purpose of this report is to seek retrospective endorsement for the use of gravel sourced from the Phillis Pit under the exception provisions for entering into medium or large sized contractual arrangements within s235 (a) of the Local Government Regulations 2012.

## **5.4 ADDITIONAL FULL TIME EQUIVALENT ROADS MAINTENANCE PERFORMANCE CONTRACT LABOURER POSITIONS**

### **EXECUTIVE SUMMARY**

The purpose of this report is to seek approval for the appointment of two (2) additional Fixed Term, Full Time Equivalent (FTE) of two (2) Roads Maintenance Performance Contract Labourer positions within the Infrastructure, Parks and Recreation Department, which are fully recoverable against the existing Roads Maintenance Performance Contract (RMPC).

The request is to ensure continued maintenance at rest area facilities located on state-controlled roads after failing to attract suitable and sustainable contract services through recent tender processes.

## **5.5 PROPOSED PRIVATE AND AFFORDABLE HOUSING RENTAL INCREASE - COUNCIL OWNED PROPERTIES**

### **EXECUTIVE SUMMARY**

The purpose of this report is to provide council with information on the current rental rates and proposed rental rate increases for council owned affordable and private rental properties.

### **CONFIDENTIAL REPORT**

Closed under 254J (3) (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

## **5.6 MORANBAH TOWN SQUARE DEVELOPMENT PROJECT**

### **EXECUTIVE SUMMARY**

The report provides an update to the current budget position of the Moranbah Town Square Development Project and seek direction from council on options for finalisation of the project.

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## 6. INFORMATION BULLETINS

### 6.1 ENGINEERING AND INFRASTRUCTURE INFORMATION BULLETIN – OCTOBER 2023

#### EXECUTIVE SUMMARY

The Engineering and Infrastructure Directorate Information Bulletin for October 2023 is provided for Committee review.

## 7. GENERAL BUSINESS

## 8. CONCLUSION

# UNCONFIRMED MINUTES

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ENGINEERING AND INFRASTRUCTURE STANDING COMMITTEE MEETING  
OF  
**ISAAC REGIONAL COUNCIL**

HELD ON  
**WEDNESDAY, 13 SEPTEMBER 2023**  
**COMMENCING AT 9.00AM**

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**ISAAC REGIONAL COUNCIL**  
**UNCONFIRMED MINUTES OF THE**  
**ENGINEERING AND INFRASTRUCTURE**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON WEDNESDAY 13 SEPTEMBER 2023**

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**ISAAC REGIONAL COUNCIL**  
**UNCONFIRMED MINUTES OF THE**  
**ENGINEERING AND INFRASTRUCTURE**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON WEDNESDAY 13 SEPTEMBER 2023 COMMENCING AT 9.00AM**

**ATTENDANCE**

Cr Jane Pickels, Division Seven (Chair)  
Mayor Anne Baker  
Cr Sandy Moffat, Division Two  
Cr Gina Lacey, Division Three (*by Video Conference*)  
Cr Simon West, Division Four  
Cr Viv Coleman, Division Eight

**OFFICERS PRESENT**

Mr Ken Gouldthorp, Chief Executive Officer  
Mr Sean Robinson, Manager Galilee and Bowen Basin Operations  
Mr Frank Nastasi, Manager Infrastructure Planning and Technical Services  
Mr Gordon Robertson, Manager Corporate Properties and Fleet  
Mr David Huxtable, Recoverable Works Coordinator  
Ms Trudi Liekefett, Senior Business Partner, People and Capability  
Mrs Tricia Hughes, Coordinator Executive Support  
Mrs Kylie Dowd, Executive Assistant, Engineering and Infrastructure

<b>1. OPENING</b>
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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

An Apology has been received from Cr Greg Austen.

**Resolution No.:** E&I0705

**Moved:** Cr Moffat

**Seconded:** Cr West

**That the Engineering and Infrastructure Standing Committee accepts the apology received from Cr Greg Austen.**

**Carried**

**Resolution No.:** E&I0706

**Moved:** Cr Lacey

**Seconded:** Cr West

**That the Engineering and Infrastructure Standing Committee accepts Cr Viv Coleman as an alternate member for today's meeting.**

**Carried**

## 3. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interests declared.

**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

Engineering and Infrastructure Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, commencing at 9.00am on Wednesday 9 August 2023.

**Resolution No.: E&I0707**

**Moved: Cr Moffat**

**Seconded: Cr West**

**That the minutes provided under separate cover (refer attachment 1) from the Engineering and Infrastructure Standing Committee meeting held in Council Chambers, Moranbah on Wednesday 9 August 2023 are confirmed.**

**Carried**

## 5. OFFICERS REPORTS

### 5.1 Engineering And Infrastructure 2023/2024 Capital Projects Progress Report

#### EXECUTIVE SUMMARY

This report is to provide an update to the Engineering and Infrastructure Standing Committee and Council of the progress in delivery of the Engineering and Infrastructure 2023/2024 Capital Works Program.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- Receives and notes the monthly Engineering and Infrastructure 2023/2024 Capital Projects Progress Summary Report.***

**Resolution No.: E&I0708**

**Moved: Cr Moffat**

**Seconded: Cr Lacey**

**That the Committee recommends that Council:**

1. **Receives and notes the monthly Engineering and Infrastructure 2023/2024 Capital Projects Progress Summary Report.**

**Carried**

## **5.2 Early Procurement of 2024-2025 Fleet and Plant Assets**

### **EXECUTIVE SUMMARY**

This report seeks the committee to approve early procurement of long lead time assets due for replacement in 2024-2025 financial year as per the requirements of the endorsed 10 Year Fleet and Plant Replacement Program and in line with Council Resolution No 8162. Early procurement of items identified in this report to commence once approval has been received.

### **OFFICER'S RECOMMENDATION**

*That the Committee:*

1. ***Approves under delegated authority from Council Resolution Number 8162, that the Chief Executive Officer commence early procurement of long lead time assets based on identified asset replacements in the 2024-2025 financial year of the 10 Year Fleet and Plant Replacement program.***

**Resolution No.: E&I0709**

**Moved: Cr West**

**Seconded: Cr Moffat**

**That the Committee:**

1. **Approves under delegated authority from Council Resolution Number 8162, that the Chief Executive Officer commence early procurement of long lead time assets based on identified asset replacements in the 2024-2025 financial year of the 10 Year Fleet and Plant Replacement program.**

**Carried**

## ATTENDANCE

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Mr Ken Gouldthorp left the meeting room at 9.14am and returned to the meeting room at 9.15am.

### 5.3 Replacement of Prime Mover

#### EXECUTIVE SUMMARY

This report seeks approval to bring forward the planned replacement of a Prime Mover from the 2024-2025 Fleet and Plant Capital Works program by requesting additional budget of \$350,000 to be funded from Fleet and Plant reserves into the 2023-2024 Fleet and Plant Capital Replacement Program.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- Approves the request to bring forward the planned replacement of a Prime Mover in the 2024-2025 Fleet and Plant Capital Replacement Program into the 2023-2024 financial year with an additional \$350,000 drawn from the Fleet and Plant Reserve for the "CW243222 Truck Replacements" project.***

**Resolution No.: E&I0710**

**Moved: Cr West**

**Seconded: Cr Moffat**

**That the Committee recommends that Council:**

- Approves the request to bring forward the planned replacement of a Prime Mover in the 2024-2025 Fleet and Plant Capital Replacement Program into the 2023-2024 financial year with an additional \$350,000 drawn from the Fleet and Plant Reserve for the "CW243222 Truck Replacements" project.**

**Carried**

## 5.4 St Lawrence Croydon Road Update

### EXECUTIVE SUMMARY

This report provides an update on the proposed private works agreement between the Lotus Creek Wind Farm proponents and Department of Transport and Main Roads for upgrade works along the St Lawrence Croydon Road. including their process for communication to key stakeholders.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- Notes for information only an update on the proposed private works agreement between the Lotus Creek Wind Farm and Department of Transport and Main Roads for upgrade works on St Lawrence Croydon Road.*

Resolution No.: E&I0711

Moved: Cr Moffat

Seconded: Cr Coleman

That the Committee recommends that Council:

- Notes for information only an update on the proposed private works agreement between the Lotus Creek Wind Farm and Department of Transport and Main Roads for upgrade works on St Lawrence Croydon Road.**

**Carried**

#### NOTE:

- The Committee have requested that communication is a priority regarding this project and request that Transport and Main Roads undertake proactive communication with impacted landholders and stakeholders including the general public.
- The Committee have requested that Council shares its historical knowledge of extreme weather events and reinforce the Disaster Management Planning obligations of developers/proponents.

## **5.5 Proposed School Transport Infrastructure Program Funding – Moranbah State School**

### **EXECUTIVE SUMMARY**

This report seeks endorsement of the proposed projects and approval to submit a funding application under the School Transport Infrastructure Program (STIP).

### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

- 1. Approves the submission of a funding application under the School Transport Infrastructure Program seeking a 50% contribution for the Bacon Street concrete pathway extension and additional pedestrian crossing for a project value of \$260,000.*
- 2. Delegates authority to the Chief Executive Officer to execute and submit the funding application.*
- 3. Notes that should the grant application be successful, Council's contribution of \$130,000 will be included within the 2024-2025 financial year budget.*

**Resolution No.: E&I0712**

**Moved: Cr Lacey**

**Seconded: Cr Moffat**

**That the Committee recommends that Council:**

- 1. Approves the submission of a funding application under the School Transport Infrastructure Program seeking a 50% contribution for the Bacon Street concrete pathway extension and additional pedestrian crossing for safe pedestrian access to Moranbah State School for a project value of \$260,000.**
- 2. Delegates authority to the Chief Executive Officer to execute and submit the funding application.**
- 3. Notes that should the grant application be successful, Council's contribution of \$130,000 will be included within the 2024-2025 financial year budget.**

**Carried**

## ATTENDANCE

Frank Nastasi left the meeting room at 9.56am and returned to the meeting room at 9.59am.

## 5.6 Moranbah Fatigue Accommodation Benefits Analysis

### EXECUTIVE SUMMARY

This report is to provide a brief “Benefits Analysis” of the Acacia Street Fatigue Accommodation, the data provided is reflective of the 2022-2023 Financial year only, noting conservative assumptions have been made on external accommodation cost as a comparison if this facility was not available.

### OFFICER’S RECOMMENDATION

*That the Committee recommends that Council:*

1. **Notes the report outlining the benefits of the Moranbah Fatigue Accommodation Project.**

Resolution No.: E&I0713

Moved: Cr Coleman

Seconded: Cr Moffat

**That the Committee recommends that Council:**

1. **Notes the report outlining the benefits of the Moranbah Fatigue Accommodation Project.**

Carried

## 6. INFORMATION BULLETIN REPORTS

### 6.1 Engineering and Infrastructure Information Bulletin – September 2023

#### EXECUTIVE SUMMARY

The Engineering and Infrastructure Directorate Information Bulletin for September 2023 is provided for Committee Review.



## OFFICER'S RECOMMENDATION

*That the Committee:*

1. **Notes the Engineering and Infrastructure Directorate Information Bulletin for September 2023.**

**Resolution No.: E&I0714**

**Moved: Cr Moffat**

**Seconded: Cr West**

*That the Committee:*

1. **Notes the Engineering and Infrastructure Directorate Information Bulletin for September 2023.**

**Carried**

## 7. GENERAL BUSINESS

### 7.1 Renewal of Sales Permits - Native Title Compliances

Cr Gina Lacey requested a report to the Engineering and Infrastructure Standing Committee on the Native Title Compliance matters relating to the renewal of sales permits.

Mayor Anne Baker requested an initial briefing to Council on the Native Title Compliance impacts on renewal of sales permits.

**ACTION: DIRECTOR ENGINEERING AND INFRASTRUCTURE AND HEAD OF ADVOCACY AND EXTERNAL AFFAIRS**

### 7.2 Road Action Group Meetings

Mayor Anne Baker requested regular updates on the Road Action Group Meetings. What is happening with these groups?

**ACTION: MANAGER GAILILEE AND BOWEN BASINS OPERATIONS**

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<b>8. CONCLUSION</b>
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There being no further business, the Chair declared the meeting closed at 10.50am.

These minutes were confirmed by the Committee at the Engineering and Infrastructure Standing Committee Meeting held in Moranbah on Wednesday 11 October 2023.

.....  
CHAIR

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

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<b>MEETING DETAILS</b>	<b>Engineering and Infrastructure Standing Committee</b> Wednesday 11 October 2023
<b>AUTHOR</b>	Robert Perna
<b>AUTHOR POSITION</b>	Director Engineering and Infrastructure

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## 5.1 ENGINEERING AND INFRASTRUCTURE 2023/2024 CAPITAL PROJECTS PROGRESS REPORT

### EXECUTIVE SUMMARY

This report is to provide an update to the Engineering and Infrastructure Standing Committee and Council of the progress in delivery of the Engineering and Infrastructure 2023/2024 Capital Works Program.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Receives and notes the monthly Engineering and Infrastructure 2023/2024 Capital Projects Progress Summary Report.***

### BACKGROUND

Progressive updates of the financial and physical position of projects in the 2023/2024 Engineering and Infrastructure Capital Works program are required to ensure that Council is aware of the progress of and risk to the delivery of the program.

### IMPLICATIONS

The attached Engineering and Infrastructure 2023/2024 Capital Projects Progress Summary spreadsheet identifies the financial and physical position of all projects. A red flag indicates either a time or budget issues, yellow indicates the project is of concern and green indicates no issues. Commentary is provided to briefly explain the position of projects. Where the risk is considered low or of insignificant impact to council or community no additional commentary is provided. Where risks are significant separate commentary is provided in the Engineering and Infrastructure Issues Report.

### Compliance

To ensure that the Engineering and Infrastructure 2023/2024 Capital Works Program is achieved within the identified timeframes of the 2023/2024 financial year.

### Project Highlights

#### Rural Network Resheeting

The risk of not being able to use material from our quarries has significantly reduced with the issuing of the Sales Permit from the department. This has been a major effort across departments to address new legislative requirements associated with Native Title provisions. The work undertaken, specifically in the Advocacy and External Affairs department, is groundbreaking and will have an influence on how the new legislation is

implemented across the state. Failure to obtain the permit would have meant either increased cost to use purchased quarry material or a reduction in scope.

## Phillips Creek Bridge

The month also saw approval from the Federal Minister for the Phillips Creek Bridge replacement funding. Whilst the funding agreement has not yet been forwarded it is a strong indication that it will proceed.

## **Benefits**

Council can see a monthly progress report detailing progress of projects in the Engineering and Infrastructure 2023/2024 Capital Program. This report communicates risks/failures/delays that have been identified within the Engineering and Infrastructure 2023/2024 Capital Works program.

## **CONSULTATION**

- Director Engineering and Infrastructure
- Manager Infrastructure Planning and Technical Services
- Manager Corporate Properties and Fleet
- Manager Galilee and Bowen Basin Operations
- Manager Infrastructure Manager Parks and Recreation
- Department Coordinators

## **BASIS FOR RECOMMENDATION**

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

## **ACTION ACCOUNTABILITY**

That the Mangers and the Director of Engineering and Infrastructure oversee the scoping, procurement and the completion of the projects identified within the 2023/2024 Capital Projects Progress Summary spreadsheet. Furthermore, that the appropriate Managers and the Director Engineering and Infrastructure are held accountable for the delivery of the project stages are completed within the identified timeframes.

## **KEY MESSAGES**

That Council has open communication, oversight and transparency of the Engineering and Infrastructure 2023/2024 Capital Works Program, to ensure Isaac will have effective and sustainable infrastructure that supports the needs of the region's communities and economic sectors.

**Report prepared by:**  
ROBERT PERNA  
**Director Engineering and Infrastructure**  
Date: 29 September 2023

**Report authorised by:**  
DARREN FETTELL  
**Acting Chief Executive Officer**  
Date: X October 2023

## **ATTACHMENTS**

- CONFIDENTIAL Attachment 1 – E&I Capital Project Progress Summary Spreadsheet Oct-23

## **REFERENCE DOCUMENT**

- Nil

PAGES 22 - 23 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

<b>MEETING DETAILS</b>	<b>Engineering and Infrastructure Standing Committee</b> Wednesday 11 October 2023
<b>AUTHOR</b>	Frank Nastasi
<b>AUTHOR POSITION</b>	Manager Infrastructure Planning and Technical Services

## 5.2 TRANSPORT INFRASTRUCTURE DEVELOPMENT SCHEME FOUR YEAR WORKS PROGRAM 2024-2028

### EXECUTIVE SUMMARY

This report seeks endorsement of the Transport Infrastructure Development Scheme (TIDS) four year works program (2024/25 – 2027/28) to be submitted to the Bowen Basin Regional Roads and Transport Group for consideration. Part of the responsibility of the group is the management of the Transport Infrastructure Development Scheme (TIDS) program and its investment on the regional transport network.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- Endorses the new 4-year TIDS program (2024/25 to 2027/28) for submission to the Bowen Basin Regional Roads and Transport Group:**

Project	Description	Allocation Year (TIDS Contribution)			
		2024/25	2025/26	2026/27	2027/28
Golden Mile Road (Various Sections)	Pavement Rehabilitation			\$50,000	\$550,000
New Floodways (various roads)	Construct new floodways on unsealed rural roads	\$670,000	\$650,000	\$500,000	\$500,000
Peak Downs Mine Road	Pavement Rehabilitation	\$734,000	\$444,000		
Saraji Road	Pavement Rehabilitation	\$40,000	\$350,000		\$500,000
Moranbah Access Road	Pavement Rehabilitation			\$1,000,000	
<b>Total</b>		<b>\$1,444,000</b>	<b>\$1,444,000</b>	<b>\$1,550,000</b>	<b>\$1,550,000</b>

### BACKGROUND

Isaac Regional Council forms part of the Bowen Basin Regional Roads and Transport Group (BBRRTG). The Regional Roads Group (RRG) are responsible under the Roads Alliance Guidelines for the Management of the TIDS program and its investment on the regional transport network. As part of the responsibilities outlined within the Roads Alliance Operational Guidelines, preparation of a four year works program are required by the RRG.

On 26 October 2022, Council endorsed the TIDS Work Program (resolution 8093) from 2023/24 to 2026/2027 to be submitted to the Bowen Basin Regional Roads and Transport Group based on emerging needs see Table 1.

Table 1 - 2023-2027 TIDS program

Project	Description	Allocation Year (TIDS Contribution)			
		2023/24	2024/25	2025/26	2026/27
Pioneer Road	Pave and Seal	\$94,515			
Golden Mile Road (Various Sections)	Pavement Rehabilitation	\$820,000			
New Floodways (various roads)	Construct new floodways on unsealed rural roads	\$550,000	\$670,000	\$650,000	\$550,000
Peak Downs Mine Road	Pavement Rehabilitation	\$70,000	\$734,000	\$444,000	
Saraji Road	Pavement Rehabilitation		\$40,000	\$350,000	
Moranbah Access Road	Pavement Rehabilitation				\$1,000,000
<b>Total</b>		<b>\$1,534,515</b>	<b>\$1,444,000</b>	<b>\$1,444,000</b>	<b>\$1,550,000</b>

Nomination of new projects for the 2027/28 Financial year are now required. The following is recommended

Project	Description	Allocation Year (TIDS Contribution)			
		2024/25	2025/26	2026/27	2027/28
Golden Mile Road (Various Sections)	Pavement Rehabilitation			\$50,000	\$550,000



New Floodways (various roads)	Construct new floodways on unsealed rural roads	\$670,000	\$650,000	\$500,000	\$500,000
Peak Downs Mine Road	Pavement Rehabilitation	\$734,000	\$444,000		
Saraji Road	Pavement Rehabilitation	\$40,000	\$350,000		\$500,000
Moranbah Access Road	Pavement Rehabilitation			\$1,000,000	
Total		\$1,444,000	\$1,444,000	\$1,550,000	\$1,550,000

Saraji Road and Golden Mile Road inclusions are based on existing condition of the roads and potential further deterioration. Strategy documents are currently being prepared for Golden Mile and the Moranbah Access Road to identify sections. Similar works will be undertaken for Saraji Road. As these planning documents are completed opportunity will exist to amend the TIDS program should priorities change.

The included program shall be provided to the RRG for consideration across all member Councils in the meeting scheduled for early-December 2023 for endorsement.

## IMPLICATIONS

The TIDS program has a funding constraint that Council must provide equal contribution for its nominated projects. The inclusion of these funds shall be included within the long-term budget forecast. It will also be subjected to the PAG budget bid process.

Design standards adopted for these projects will be based on consideration of fitness for purpose design.

The allocation of the TIDS program is subject to State Government Approval and may vary throughout the nominated delivery years, future reports shall be presented to endorse any changes.

## CONSULTATION

- Director Engineering and Infrastructure
- Manager Infrastructure, Parks and Recreation
- Manager Galilee and Bowen Basin Operations

## BASIS FOR RECOMMENDATION

The projects included within the works program are based on anticipated needs for the assets and would see benefit of investment within the region. On-site investigations, maintenance records, and costs as well as reference to the Roads Asset Register were carried out to achieve current priority list for pave and seal construction works.

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## ACTION ACCOUNTABILITY

Manager Infrastructure Planning and Technical Services to present the endorsed works program to the BBRRTG Technical Committee for approval.

## KEY MESSAGES

Continued investment on or road network provides improved safety for road users.

<b>Report prepared by:</b>	<b>Report authorised by:</b>
FRANK NASTASI	ROBERT PERNA
<b>Manager Infrastructure Planning and Technical Services</b>	<b>Director Engineering and Infrastructure</b>
Date: 29 September 2023	Date: 29 September 2023

## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- Roads Alliance Operational Guidelines

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<b>MEETING DETAILS</b>	<b>Engineering and Infrastructure Standing Committee Meeting</b> Wednesday 11 October 2023
<b>AUTHOR</b>	Jason Frost
<b>AUTHOR POSITION</b>	Manager Infrastructure Parks and Recreation

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## **5.3 EXCEPTION BASED CONTRACTUAL ARRANGEMENTS – PHILLIS PIT**

### **EXECUTIVE SUMMARY**

The purpose of this report is to seek retrospective endorsement for the use of gravel sourced from the Phillis Pit under the exception provisions for entering into medium or large sized contractual arrangements within s235 (a) of the *Local Government Regulations 2012*.

### **OFFICER'S RECOMMENDATION**

***That the Committee recommends that Council:***

- 1. Retrospectively, resolves it is satisfied that there is only 1 supplier who is reasonably available to source a supply of gravel in the local area, given the proximity of supply and associated costs and haulage impacts.***

### **BACKGROUND**

As part of the Engineering and Infrastructure 2022/2023 Capital Works Program, 12.95km of road upgrade was identified for Resheeting on Mackenzie River Capella Road. Initial intent was to utilise commercial supply and deliver of material, however tendered rates were significantly higher than expected and utilisation would mean additional budget would be required or scope reduced.

Alternative options were investigated to achieve both scope and cost. An existing pit, Phillis Pit is in close proximity to the project and its use provided a more cost-effective natural material source when compared to the manufactured gravel. The material was tested and deemed suitable for road construction.

Contact was made with the property owner regarding sourcing gravel from Phillis Pit and agreement was reached on a royalty rate lower than the rate provided for manufactured gravels.

The gravel was used as per the agreement however, there was an oversight in not seeking Council endorsement as per the exception provisions for entering into a medium or large sized contractual arrangements within s235 (a) of the *Local Government Regulations 2012*.

Accordingly, we are seeking retrospective endorsement for application of the exception provisions of section 235 of the *Local Government Regulations 2012*, where a local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if;

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available.

## IMPLICATIONS

### Financial

The sourcing of material from Phillis Pit is estimated at \$50 297 (inc GST). The commercial supply came in between \$641,748 (inc GST) and \$910,052 (inc GST).

### Road Network Impact

The use of the local pit minimised the impact of road haulage along local road and state-controlled roads within Isaac Region. This change reduced the haulage route from approximately 227.3km to 25.50km.

## CONSULTATION

- Senior Contracts and Procurement Officer
- Manager Infrastructure Parks and Recreation
- Director Corporate Governance and Financial Services
- Manager Infrastructure Planning and Technical Services
- Director Engineering and Infrastructure

## BASIS FOR RECOMMENDATION

Compliance with s235 of the *Local Government Regulations (2012)*.

## ACTION ACCOUNTABILITY

Manager – Contracts and Procurement; is accountable for compliance with s235 of the *Local Government Regulations (2012)*, and the Procurement Policy.

## KEY MESSAGES

The exceptions to the *Local Government Regulations 2012* under s235 (a) require Council resolution to ensure compliance.

<b>Report prepared by:</b>	<b>Report authorised by:</b>
JASON FROST	ROBERT PERNA
<b>Manager Infrastructure Parks and Recreation</b>	<b>Director Engineering and Infrastructure</b>
Date: 29 September 2023	Date: 29 September 2023

## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- Nil

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<b>MEETING DETAILS</b>	<b>Engineering and Infrastructure Standing Committee</b> Wednesday 11 October 2023
<b>AUTHOR</b>	Jason Frost
<b>AUTHOR POSITION</b>	Manager Infrastructure Parks and Recreation

---

## **5.4 ADDITIONAL FULL TIME EQUIVALENT ROADS MAINTENANCE PERFORMANCE CONTRACT LABOURER POSITIONS**

### **EXECUTIVE SUMMARY**

The purpose of this report is to seek approval for the appointment of two (2) additional Fixed Term, Full Time Equivalent (FTE) of two (2) Roads Maintenance Performance Contract Labourer positions within the Infrastructure, Parks and Recreation Department, which are fully recoverable against the existing Roads Maintenance Performance Contract (RMPC).

The request is to ensure continued maintenance at rest area facilities located on state-controlled roads after failing to attract suitable and sustainable contract services through recent tender processes.

### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

- 1. Approves, for a period of 3 years, two (2) additional fixed term, Full Time Equivalent Roads Maintenance Performance Contract Labourer positions within the Infrastructure, Parks and Recreation Department.***

### **BACKGROUND**

IRC is currently experiencing difficulty in obtaining contractors to maintain the rest area facilities located on state-controlled roads to the required standard as part of our RMPC contract with the Department of Transport and Main Roads (TMR).

Previously, sites were fully maintained by contractors however the last tender request provided no options for some sites and very high increased rates for other sites. Currently maintenance is undertaken utilising a mix of contractors and internal staff. This is placing significant constraints on the capacity of the internal staff to undertake their normal roles. The ability to have dedicated staff in conjunction with some contractors will ensure a reliable service can be provided.

The rest area maintenance is funded by TMR and this funding would be utilised to fund the additional FTE fixed term positions.

Details of the proposed schedule, costs and benefits follows:

**Refer to Attachment 1 - Rest Area Locations and Maintenance Schedule;**

- 
- Creating these fixed term positions will allow Council to maintain the rest areas to a high standard for the public and motorists to use throughout the Isaac region. The roles will increase the ability to deliver operational maintenance requirements - **Refer to Attachment 2 - Position Description.**
  - These positions will report to position 56,601.00 Overseer Road Network, which currently manages the external contractors engaged for this maintenance.
  - Council is currently contracted to provide these services on behalf of TMR until 30 June 2026, therefore, this is the proposed end date for the requested fixed-term positions.
  - It is proposed the positions are based in Moranbah to allow a central location for easier management, however open to a Clermont, Nebo or Dysart location if that is a preference for the most suitable candidates.

## IMPLICATIONS

The proposed amendment will have no cost impact to the Infrastructure, Parks and Recreation nett annual operating budget, noting that:

- Council receives annual funding of \$650,000 through TMR to maintain these rest area facilities with up to \$350,000 allocated towards staffing, which will fully offset the cost of these fixed-term positions including council supplied vehicles and equipment.
- Emptying of waste tanks would still be carried out by a Collection Well Technology Waste Contractor, which remains in budget.
- Employee costs have been reviewed and confirmed by Acting Manager Finance Services - **Refer to CONFIDENTIAL Attachment 3 - Budget information.**
- Managing these duties with internal resources adds to the effectiveness and efficiencies of the Infrastructure, Parks and Recreation Department and therefore the delivery reputation with TMR.

## CONSULTATION

- Senior Business Partner People and Capability
- Manager People and Capability
- Director Engineering and Infrastructure
- Director Corporate Governance and Financial Services

## BASIS FOR RECOMMENDATION

Internally resourcing and managing these fixed term positions will provide enhanced service delivery to external customers and remove difficulties in engaging contractors to maintain the facilities to the high standard required.

These fixed term positions will be externally funded by the current TMR contract and therefore have no cost impact on the Infrastructure, Parks and Recreation operational budget.

## ACTION ACCOUNTABILITY

People and Capability will manage recruitment process and onboarding as required.

Overseer Road Network will manage and support staff to maintain the rest areas to high standard.

## KEY MESSAGES

The above request will improve service delivery to TMR and maintain the rest areas to a high standard for public and motorist use across the Region with no impact on current operational budgets.

<b>Report prepared by:</b>	<b>Report authorised by:</b>
JASON FROST	ROBERT PERNA
<b>Manager Infrastructure Parks and Recreation</b>	<b>Director Engineering and Infrastructure</b>
Date: 29 September 2023	Date: 29 September 2023

## ATTACHMENTS

- Attachment 1 – Rest Area Locations and Maintenance Schedule
- Attachment 2 – Position Description RMPC Labourer
- CONFIDENTIAL Attachment 3 – Budget Information RMPC Labourers

## REFERENCE DOCUMENT

- Nil

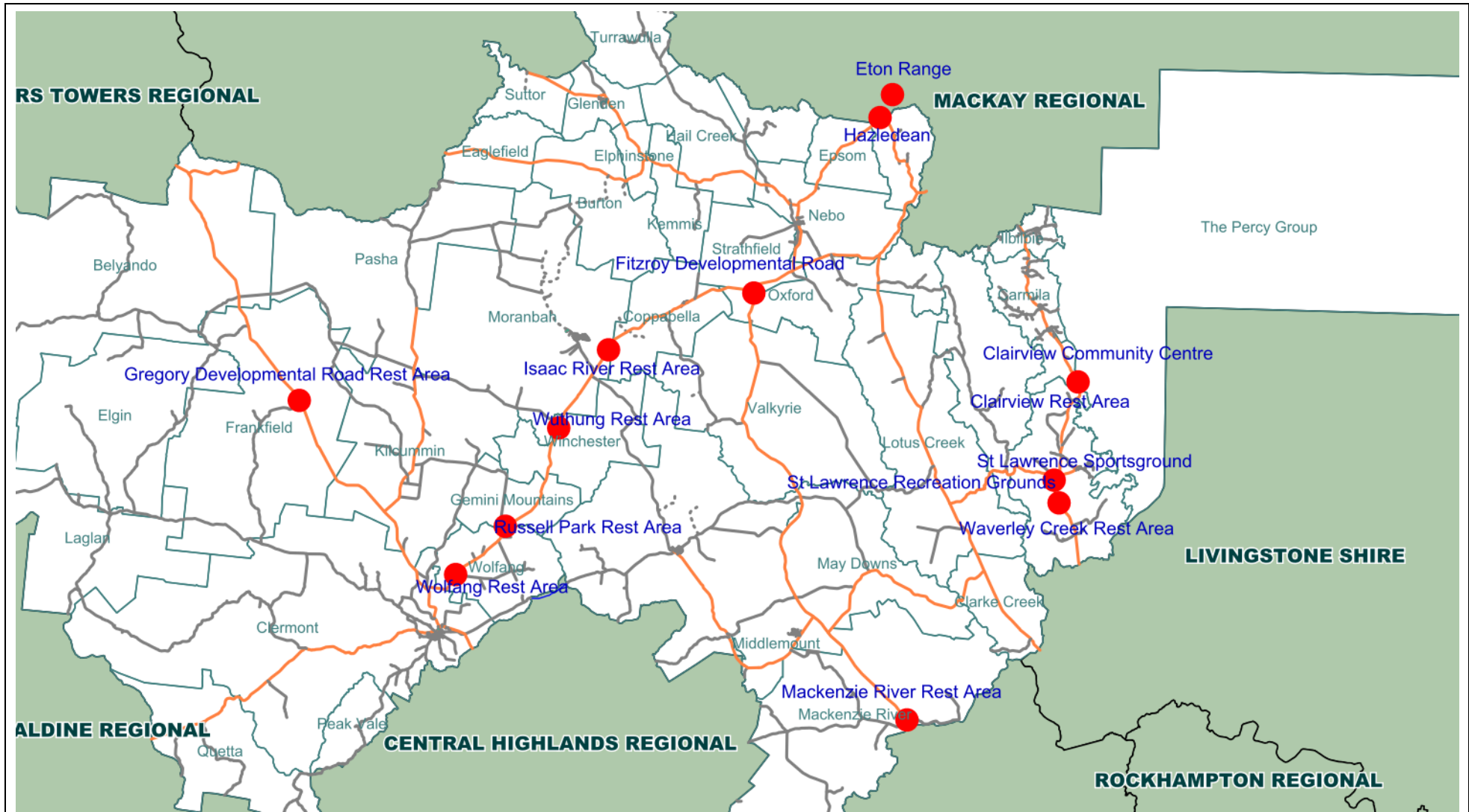
## Rest Area Locations

SEPARABLE PORTION	REST AREA / AMENITY	PRIMARY LOCATION	LOCATION DESCRIPTION
1	Eton Range Rest Area	Peak Highway Downs	Rest Area is located at <ul style="list-style-type: none"> <li>Chainage 51.35km East of Nebo &amp;</li> <li>Chainage 41.15km West of Mackay</li> </ul>
	Hazledean Rest Area	Peak Highway Downs	Rest Area is located at <ul style="list-style-type: none"> <li>Chainage 45.48km East of Nebo &amp;</li> <li>Chainage 46.9km West of Mackay</li> </ul>
	Rest Area at the Retreat	Peak Highway Downs	Rest Area is located at <ul style="list-style-type: none"> <li>Chainage 27.98km East of Nebo</li> </ul>
2	Isaac River Rest Area	Peak Highway Downs	Rest Area is located at <ul style="list-style-type: none"> <li>Chainage 97.32km East of Intersection with Gregory Highway &amp;</li> <li>Chainage 7.00km East of Moranbah Access road turn-off</li> </ul>
3	Wuthung Rest Area	Peak Highway Downs	Rest Area is located at <ul style="list-style-type: none"> <li>Chainage 69.77km North of Intersection with Gregory Highway &amp;</li> <li>Chainage 9.78km South of Moranbah Access road turn-off</li> </ul>
	Russell Park -Rest Area	Peak Highway Downs	Rest Area is located at <ul style="list-style-type: none"> <li>Chainage 33.8km from Intersection with Gregory Developmental Road</li> </ul>
	Wolfgang Access Road - Rest Area	Peak Highway Downs	Rest Area is located at <ul style="list-style-type: none"> <li>Chainage 11.57km from Intersection with Gregory Developmental Road</li> </ul>
4	Gregory Developmental Road – Rest Area	Gregory Developmental Road	Rest Area is located at <ul style="list-style-type: none"> <li>Chainage 72.23 to 72.79km from Intersection with Gregory &amp; Peak Downs Highway</li> <li>Chainage 0.6km North of Frankfield Road intersection</li> </ul>



## Cleaning and Services Maintenance Schedule

DESCRIPTION OF WORKS	FREQUENCY
<ul style="list-style-type: none"> <li>• Hosing or sweeping of floor internally and externally</li> <li>• Removal of insect and or cobweb accumulation internally and externally of facility</li> <li>• Top-up toilet paper, including supply of Jumbo 2 Ply toilet paper rolls</li> <li>• Mix a 1:20 ratio of Triple 7 Odour Control with water (or similar product - to be specified in Tender response)</li> <li>• Spray and wipe sink, taps and surrounds</li> <li>• Spray and clean pedestal and surrounds, in particular all stainless-steel sections</li> <li>• Spray and clean door frames and door hinges</li> <li>• Clean black pedestal cone with Triple 7 mix (or similar product - to be specified in Tender response)</li> </ul>	<b>WEEKLY</b>
<ul style="list-style-type: none"> <li>• Check water tank and plumbing connections</li> <li>• Check hand washing taps are in working order and not faulty</li> <li>• Check doors, hinges and door closers are in working order and no defects</li> <li>• Check condition of pedestals</li> <li>• Spray and clean any walls or areas not maintained under <u>weekly cleaning</u></li> <li>• Lubricate all door hinges with Selleys Ezyglide (or similar product - to be specified in Tender response)</li> <li>• Mowing of grounds surrounding this facility</li> <li>• Whipper-snipping of grounds surrounding this facility, water stand and around any tree(s) within the perimeters of area for mowing as identified above</li> <li>• Herbicide spraying of weeds and grasses around table and shade structure</li> <li>• Site inspection for vandalism, damage or general wear and tear. It is the Respondent's responsibility to report any defect(s) to the Principal</li> </ul>	<b>MONTHLY</b>
<ul style="list-style-type: none"> <li>• Removal of liquid waste from the collection well, (this must be performed by a CWT Waste Contractor)</li> <li>• Re-seeding of the collection well with 800L of non-potable water, this must be done straight after the removal of the liquid waste</li> </ul>	<b>NINETY (90) DAY</b>



Isaac Regional Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that IRC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.

Rest Area Sites

2/09/2022

1:1723530





# ENERGISE YOUR CAREER

BE PART OF OUR WORLD



**POSITION  
DESCRIPTION**



# POSITION DESCRIPTION



<b>POSITION TITLE</b>	RMPC Labourer	<b>CLASSIFICATION</b>	Level Two (2) – Level Three (3)
<b>DIRECTORATE</b>	Engineering and Infrastructure	<b>AWARD STREAM</b>	Queensland Local Government Industry Award – State 2017 Award Stream B
<b>DEPARTMENT</b>	Parks and Recreation	<b>REPORTS TO</b>	Overseer Road Network
<b>POSITION NO.</b>	56,620.00 / 56,621.00	<b>LAST REVIEW DATE</b>	September 2023

## A. ORGANISATION SUMMARY:

Isaac Region covers an area of around 58,000km<sup>2</sup> comprising 120 km of Great Barrier Reef coastline and extending over 400 km west to incorporate a rich agricultural and grazing heritage in addition to 27 operating coal mines producing the world's premier metallurgical coal. It has 7 service centres operated by Council to service 18 distinct communities. As such the Council is exposed to a range of global consumer and market influences which present unique challenges to the local government professionals who serve it. In order to address these challenges, the organisation is undergoing a cultural leadership program aimed at better focussing and enabling the organisation to deliver on the Isaac Vision which is Helping to energise the world. This work is being supplemented by a 5-year Isaac Capability Plan to help create the organisational settings which will be needed to address these external influences over the next 5-10 years.

## B. DIRECTORATE SUMMARY:

The Engineering and Infrastructure Directorate ensures an integrated approach and responsibility for Roads and Drainage Infrastructure, Parks and Recreation, Technical Services, Plant and Fleet and operations of Council.

## C. POSITION SUMMARY:

The RMPC Labourer position is responsible for carrying out maintenance of Council's community rest areas across the Isaac Regional Council road network.

## D. DUTIES:

### POSITION SPECIFIC ACCOUNTABILITIES / PERFORMANCE OBJECTIVES (INPUTS/OUTPUTS)

1. Undertake general maintenance and grounds maintenance for Council's community rest areas including cleaning, maintenance, mowing, whipper snipping, blowing, spraying, and graffiti removal.
2. Operate and maintain plant and equipment for maintenance and gardening requirements.
3. Report damage and work requirements.
4. Use of tradesman hand and electrical tools, construction tools, chainsaw and pole saws.
5. Undertake any other duties as reasonably directed within the limits of the employees skills, competence and training.

# POSITION DESCRIPTION



## E. KEY COMPETENCIES:

### Knowledge and skills

#### Essential

1. Relevant certification for the operation of plant and equipment, horticulture and poison operations and minimum twelve (12) months' experience is essential.

#### Experience

1. Knowledge and experience in basic mechanics, general maintenance and gardening is required.

#### Qualifications

2. 'LR' class licence is desirable.
3. Blue/White Construction Card.
4. Ability to pass pre-employment functional assessment and/or behavioural testing.
5. The role requires the possession of a current C Class Open Australian Drivers Licence.

## F. PHYSICAL DEMAND CATEGORY:

- Sedentary Work  
 Light Duty - Frequent lifting / carrying of objects weighing up to 5kgs.  
 Medium Work - Frequent lifting / carrying of objects weighing up to 10kgs.  
 Heavy Work - Frequent lifting / carrying of objects weighing up to 25kgs or more.

### Audio-Visual Demands:

- Depth Perception     Colour Discrimination     Peripheral Vision     Hearing (Avg)

### Specific Actions Required:

This job may include:

- | Standing/Walking                              | Sitting  | Driving                                       |
|---|--|---|
| <input type="checkbox"/> None                 | <input type="checkbox"/> None                  | <input type="checkbox"/> None                 |
| <input type="checkbox"/> Occasional           | <input checked="" type="checkbox"/> Occasional | <input type="checkbox"/> Occasional           |
| <input type="checkbox"/> 1 - 4 Hrs            | <input type="checkbox"/> 1 - 4 Hrs             | <input checked="" type="checkbox"/> 1 - 4 Hrs |
| <input type="checkbox"/> 4 - 6 Hrs            | <input type="checkbox"/> 4 - 6 Hrs             | <input type="checkbox"/> 4 - 6 Hrs            |
| <input checked="" type="checkbox"/> 6 - 8 Hrs | <input type="checkbox"/> 6 - 8 Hrs             | <input type="checkbox"/> 6 - 8 Hrs            |

### Work Environment:

- | Attribute:    | Yes                                 | No                       |
|---------------|-------------------------------------|--------------------------|
| Chemicals     | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Cold          | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Dampness      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Fumes/Gases   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Heat/Humidity | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Heights       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Noise         | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

### Repetitive Motions:

- Simple Grasping     Fine Manipulation     Pushing & Pulling     Finger Dexterity     Foot Movement

### This Job Will Require:

- | Manoeuvre | Frequent                            | Occasional                          | None                     |
|-----------|-------------------------------------|-------------------------------------|--------------------------|
| Bending   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| Squatting | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| Climbing  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



# POSITION DESCRIPTION

Twisting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Reaching	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## G. DELEGATED AUTHORITY AND ACCOUNTABILITY (in accordance with the Delegated Authorities Register):

Delegations as detailed in Council's Delegation of Authority register.

### EXTENT OF AUTHORITY:

Position exercises a degree of autonomy and works under general direction with the freedom to act within established policies practices. The position must understand that their powers are limited to their delegated authority, and know and comply with any authority/obligation that comes with their powers.

## H. WORK HEALTH SAFETY, QUALITY AND ENVIRONMENTAL OBLIGATIONS:

### Workers and Others authorities and responsibilities include the following:

1. Take reasonable care for their own health and safety.
2. Ensure actions or omissions do not adversely affect the health and safety of others or the environment.
3. Comply with any and all policy, procedures and work instructions to ensure the requirements for health, safety, quality and environment are adhered to.
4. Comply with any reasonable instruction to comply with the Work Health and Safety Act Qld (2011).
5. Immediately notifying their Manager or Supervisor of any workplace hazard identified and rectify hazard if possible.
6. To participate in risk assessments utilising the 'Think ISAAC' risk model and ensure personal safety through the use of the personal risk assessments 'Take an Isaac Instant'.
7. To use personal protective equipment if the equipment particularly is provided by Council and you are instructed in its use.
8. Raise any non-conformances with their supervisor.
9. Ensure that you are fit for work at all times and are not adversely affected by either drugs or alcohol as specified in Councils 'Fitness for Work Policy'.
10. Participate in Councils rehabilitation and return to work processes as required.
11. Actively contribute to prevention of environmental harm, by compliance with any and all procedures.
12. Informing your supervisor as soon as possible of anything which may be harmful to the environment, for example, spills and leaks.
13. Consider and respond to internal and external customer needs in timely fashion.

### Equipment Operated

1. Computer, motor vehicle

## I. RESPONSIBILITIES:

### Corporate Responsibilities Code of Conduct

# POSITION DESCRIPTION



1. Compliance with Council's Code of Conduct, management directives and policies and procedures, ensuring that behaviour and conduct;
  - a. is in line with the expectations of Council as specified in the Code of Conduct, and
  - b. decisions are made based on the principles of sound ethics and sound judgement.
2. Act at all times in line with the Principles as outlined in Council's Code of Conduct. Specifically;
  - a. Integrity and Impartiality
  - b. Promoting the Public Good
  - c. Commitment to the system of government
  - d. Accountability and transparency

## **Conflict of Interest**

1. Employees of Council have specific obligations relating to conflict of interest and where there may be a conflict of interest with Council activities or there may be a detrimental effect on the performance of the employee, other employment or contracts will not be undertaken without prior written approval from the CEO.

## **Other**

- Commitment to Council's Corporate Plan.
- Commitment to Equal Employment Opportunity, Diversity and Merit principles.
- Commitment to ensuring a workplace free from harassment and discrimination.
- Efficient and effective utilisation of resources as allocated under the level of responsibility for this position.

## **J. GENERAL OBLIGATIONS:**

1. This is a description of the job as it is at presently constituted. It is the practice of this organisation periodically to examine employees' job descriptions and to update them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed. This procedure is jointly conducted by each manager in consultation with direct reports and may involve a representative of Human Resources. You will, therefore, be expected to participate fully in such discussions. It is the organisation's aim to reach agreement to reasonable changes where identified.
2. Employees may be required to undertake a variety of duties not related to their substantive role in times of disaster or significant organisational crisis.
3. All employees are responsible for making and keeping records in accordance with legislation, information standards and other relevant guidelines and procedures.
4. All employees shall be required by the Council to obtain and to maintain the necessary registration and licences that such employee would normally be required to hold in order to fulfil their position.

## **K. CERTIFICATION:**

1. The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.



# POSITION DESCRIPTION

	EMPLOYEE	DEPARTMENT MANAGER
NAME		
SIGNATURE		
DATE		

## Isaac Regional Council

We're delivering in a changing world


 **OUR VISION**

Helping to energise the world.  
A region that feeds, powers and builds communities, now and for the future.

 **OUR GOAL**

To pursue long-term sustainable futures for Isaac's communities.

 **OUR VALUES**

**COMMUNITY FOCUS** 

We engage and communicate authentically with all Isaac communities to understand both their common and specific needs.

We will continuously improve how we address those needs to help future-proof our region.

**TEAMWORK** 


We expect respectful relationships in our work together, to achieve.

We cultivate commitment through shared purpose, to create value.

**CARING** 

We are committed to working safely and caring for the safety and wellbeing of our people and communities.

We believe that people matter.

**POSITIVE WORK ETHIC** 

We do our best every day to have pride and enjoyment in our work.

We display accountability, transparency, procedural consistency and integrity.

We seek the highest possible practical outcomes in everything we do.



We practice the knowledge that how we do things is just as important as what we do.

At Isaac, the how matters.

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Date Effective: 24/07/2018  
This document is uncontrolled when printed.

Document Owner: Manager People and Performance  
Version 1  
Page 5 of 5

[ISAAC.QLD.GOV.AU](http://ISAAC.QLD.GOV.AU)  
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ISAAC REGIONAL COUNCIL ABN 39 274 142 600



PAGE 42 HAS INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

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<b>MEETING DETAILS</b>	<b>Engineering and Infrastructure Standing Committee</b> Wednesday 11 October 2023
<b>AUTHOR</b>	Gordon Robertson
<b>AUTHOR POSITION</b>	Manager Corporate Properties and Fleet

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## **5.5 PROPOSED PRIVATE AND AFFORDABLE HOUSING RENTAL INCREASE - COUNCIL OWNED PROPERTIES**

### **EXECUTIVE SUMMARY**

The purpose of this report is to provide council with information on the current rental rates and proposed rental rate increases for council owned affordable and private rental properties.

### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

- 1. Endorses the proposed increase in Housing - External Private Rental Rates.***
- 2. Endorses the proposed increase in Housing - Affordable Rental Rates.***
- 3. Endorses the implementation of the prescribed rate increases over a two-year period.***
- 4. Endorses proposed rental rates for all new tenancies subject to Recommendations 1 and 2 above.***

### **BACKGROUND**

In around 2018/2019 council was made aware that rental rates for council owned properties (Affordable and Private Rentals) needed to be added to annual fees and charges to enable us to be able to charge a fee.

- Fees were increased in 2019/2020 as part of the fees and charges review.
- Fees remained the same in the 2020/2021 fees and charges review.
- Fees remained the same in the 2021/2022 fees and charges review.
- Fees increased in 2022/2023 fees and charges review in line with CPI.
- 2023-2024 fees and charges review – after consultation it is understood that the intent historically was to maintain council owned property rental rates in line with IAHT rental rates so as not to create competition for affordable housing in the region.

It was discussed that IAHT have their own process around rental increases which did not align with Councils annual fees and charges review, it was then determined to amend the 2023/2024 fees and charges to be POA to provide some flexibility to align council owned affordable rental rates with IAHT rental rates as required to maintain comparable rates going forward.

Whilst working through this process and engaging with the Corporate Properties Tenancy Officer it was advised that they were not aware that the above rates had been added to fees and charges and no annual increases had occurred.

For consistency the following definitions apply:

Private rental – Council owned properties which may be available to Community or Business Entities (for staff), that provide essential services to the region.

Affordable housing – Council owned properties available to Community or individuals which requires an eligibility criteria to be met and is subject to income assessment.

NOTE: AS PER RTA ACT 01/07/2023 - Rent increase frequency changes On 1 July 2023, new legislation came into effect limiting rent increases to no more than once every 12 months.									
Classification	Description	GST Inclusive	2018/2019 fee as per fees and Charges	2019/2020 fee as per fees and Charges	2020/2021 fee as per fees and Charges	2021/2022 fee as per fees and Charges	2022/2023 fee as per fees and Charges	Actual Current Rate as at 30/6/2023	PROPOSED 2023/2024 Rate
<b>ACCOMMODATION</b>									
Housing – Affordable Rental – 1 Bedroom	Periodic General Tenancy Agreement – Unfurnished – Weekly Fee – Subject to IRAS Affordable Housing and Council Conditions per week	Yes	110	130	130	130	\$135.00	110	\$143.00
Housing – Affordable Rental – 2 Bedroom	Periodic General Tenancy Agreement – Unfurnished – Weekly Fee – Subject to IRAS Affordable Housing and Council Conditions per week	Yes	170	190	190	190	\$196.50	170	\$208.00
Housing – Affordable Rental – 3 Bedroom	Periodic General Tenancy Agreement – Unfurnished – Weekly Fee – Subject to IRAS Affordable Housing and Council Conditions per week	Yes	200	220	220	220	\$228.00	200	\$242.00
Housing – External Private Rental – 1 Bedroom	Periodic General Tenancy Agreement – Unfurnished per week	Yes	160	180	180	180	\$186.00	140	\$197.00
Housing – External Private Rental – 2 Bedroom	Periodic General Tenancy Agreement – Unfurnished per week	Yes	200	220	220	220	\$228.00	170	\$242.00
Housing – External Private Rental – 3 Bedroom	Periodic General Tenancy Agreement – Unfurnished per week	Yes	250	270	270	270	\$279.00	200	\$296.00

## IMPLICATIONS

- Number of tenants affected by proposed rental increases to Affordable Housing – 12.
- Number of tenants affected by proposed rental increases to Private Rental – 15.
- As per RTA ACT 1 July 2023 - Rent increase frequency changes, new legislation came into effect on 1 July 2023 limiting rent increases to no more than once every twelve months.
- Two months' notice in writing must be given to tenants prior to a rental amount increase.
- Increase over a two-year period to minimise financial impact to tenants.

Classification	Increase delivery schedule					
	Letter of notification of increase date	New Rate Effective as of 30/11/2024	1st increase per week	Letter of notification of increase date	New Rate Effective as of 30/11/2025	2nd increase per week
<b>ACCOMMODATION</b>						
Housing - Affordable Rental - 1 Bedroom	30-11-23	\$127.00	\$17.00	30-11-24	\$143.00	\$16.00
Housing - Affordable Rental - 2 Bedroom	30-11-23	\$189.00	\$19.00	30-11-24	\$208.00	\$19.00
Housing - Affordable Rental - 3 Bedroom	30-11-23	\$221.00	\$21.00	30-11-24	\$242.00	\$21.00
					\$0.00	
Housing - External Private Rental - 1 Bedroom	30-11-23	\$168.00	\$28.00	30-11-24	\$197.00	\$29.00
Housing - External Private Rental - 2 Bedroom	30-11-23	\$206.00	\$36.00	30-11-24	\$242.00	\$36.00
Housing - External Private Rental - 3 Bedroom	30-11-23	\$248.00	\$48.00	30-11-24	\$296.00	\$48.00

## CONSULTATION

- Executive leadership team
- Manager People and Capability
- Acting Manager Corporate Properties

## BASIS FOR RECOMMENDATION

To ensure council owned residential property revenue reflects current market conditions and still provides a positive benefit to the community.

Deliver proposed increases over a two-year period and review annually once prescribed rate have been fully implemented.

Proposed increases are still well below current market rates indicated in table 1 below.

Table 1. Market data as of 18 September 2023

<b>Moranbah Unit Data Snapshot</b>		
The median unit rent in Moranbah is <b>\$550 per week</b> based on 73 rental listings in the past 12 months – that’s an increase of 10%. Rental demand has increased by 42% in the same period.		
<b>Bedrooms</b>	<b>Median Price</b>	<b>Leased</b>
1 bedroom	-	-
2 bedrooms	\$500 pw	21
3 bedrooms	\$550 pw	42

## **ACTION ACCOUNTABILITY**

Corporate Properties to facilitate appropriate process to implement the rental increases and manage the communications with existing tenants.

Manager of Corporate Properties to review rental rates annually and provide council report for any proposed changes in line with Fees and Charges annual review.

## **KEY MESSAGES**

Implementation of proposed rental increases which will still provide affordable housing for the community at rates that are well below current market.

<p><b>Report prepared by:</b> GORDON ROBERTSON <b>Manager Corporate Properties and Fleet</b> Date: 29 September 2023</p>	<p><b>Report authorised by:</b> ROBERT PERNA <b>Director Engineering and Infrastructure</b> Date: 29 September 2023</p>
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## **ATTACHMENTS**

- Nil

## **REFERENCE DOCUMENT**

- Nil

PAGES 47 - 53 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

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<b>MEETING DETAILS</b>	<b>Engineering and Infrastructure Standing Committee</b> Wednesday 11 October 2023
<b>AUTHOR</b>	Robert Perna
<b>AUTHOR POSITION</b>	Director Engineering and Infrastructure

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## 6.1 ENGINEERING AND INFRASTRUCTURE INFORMATION BULLETIN – OCTOBER 2023

### EXECUTIVE SUMMARY

The Engineering and Infrastructure Directorate Information Bulletin for October 2023 is provided for Committee Review.

### OFFICER'S RECOMMENDATION

*That the Committee:*

- 1. Notes the Engineering and Infrastructure Directorate Information Bulletin for October 2023.**

### BACKGROUND

The Information Bulletin for October 2023 provides an operational update on the Engineering and Infrastructure Directorate for Council review.

### IMPLICATIONS

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

### CONSULTATION

- Engineering and Infrastructure Directorate Staff

### BASIS FOR RECOMMENDATION

This is an information only report.

### ACTION ACCOUNTABILITY

Information only report.

### KEY MESSAGES

Operational update to Elected Members.

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<b>Report prepared by:</b> ROBERT PERNA <b>Director of Engineering and Infrastructure</b> Date: 29 September 2023	<b>Report authorised by:</b> DARREN FETTELL <b>Acting Chief Executive Officer</b> Date: 29 September 2023
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## ATTACHMENTS

- Attachment 1 – Engineering and Infrastructure Information Bulletin - October 2023

## REFERENCE DOCUMENT

- Nil



DATE: October 2023

## ENGINEERING AND INFRASTRUCTURE

### DIRECTORATE HIGHLIGHTS

- September was a busy time for evaluating tenders with several major road tenders under consideration.
- Special thanks is extended to the Advocacy and External Affairs Department for the works undertaken in address the new legislative requirements introduced by the Queensland Government for quarry permits. The requirements relate to obtaining approval from Native Title holder prior to issuing of Quarry sales permits. This issue had the potential to affect the resheeting program and the work undertaken has limited that risk.
- The school holiday period has again seen a significant increase in vandalism of community infrastructure particularly in Moranbah. The parks team continue to repair however it is disappointing that activity continues, we are working with Queensland Police to try and address the issue.

### INFRASTRUCTURE

#### PREVIOUS MONTH'S ACHIEVEMENTS:

#### 2022/23 CAPITAL WORKS PROGRAM STATUS

Capital Works	Project Name/Description	Status Update
<b>CW233088</b>	Eaglefield Road – Pave and Seal	<ul style="list-style-type: none"> <li>Project has been put on hold pending funding. All procurement has now ceased. It is expected that funding will be confirmed sometime in 23/24 FY.</li> </ul>
<b>CW233089</b>	Pioneer Road – Pave and Seal	<ul style="list-style-type: none"> <li>Signage to be installed</li> </ul>

#### 2023/24 CAPITAL WORKS PROGRAM STATUS

Capital Works	Project Name/Description	Status Update
<b>CW243196</b>	REG – Footpath Treatments	<ul style="list-style-type: none"> <li>Works are in final planning stages, preparations for procurement process to occur shortly.</li> </ul>
<b>CW243198</b>	REG – Rural Network Resheeting	<ul style="list-style-type: none"> <li>Procurement commenced</li> </ul>
<b>CW243199</b>	Sealed Road Pavement Rehab	<ul style="list-style-type: none"> <li>Tender is in the process of being awarded - estimated start date of mid-November.</li> </ul>

#### Minor Works:

Pothole Patching Works:	<ul style="list-style-type: none"> <li>Huntley Road – Completed</li> </ul>
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	<ul style="list-style-type: none"> <li>• Clermont Alpha Road – Completed</li> <li>• Dysart Town Streets – Completed</li> <li>• Clermont Dysart Road – ongoing due to fragile seal</li> <li>• Moranbah Access Road – Completed</li> <li>• Saraji Road - ongoing due to fragile seal</li> <li>• Grasstree Road – Completed</li> <li>• Golden Mile Road</li> <li>• Peak Downs Mine Access Road - ongoing due to fragile seal</li> </ul>
Slashing Works:	<ul style="list-style-type: none"> <li>• Mount Stuart Bedford Wier Road – Completed</li> <li>• Slashing on hold due to high fire danger.</li> </ul>
Other Works	<ul style="list-style-type: none"> <li>• Avon Road – Guidepost</li> <li>• Twin Hills – Guidepost</li> <li>• Saraji Road – Edge breaks</li> <li>• Pegged out Charlton Pit – to start fencing.</li> <li>• Gravel Patching – No Name Road</li> <li>• Bacon Street – Line marking and signage replacement.</li> <li>• Dysart/Clermont Road – Shoulder Grading</li> <li>• Peak Downs Mine Access Road – Guidepost</li> <li>• Saraji Road – Guidepost</li> <li>• Riley's Crossing Road- Vegetation Clearing</li> </ul>
<b>Maintenance Grading:</b>	
Programmed Works:	<ul style="list-style-type: none"> <li>• Avon Road</li> <li>• Twin Hills Road.</li> <li>• Mt Gregory road.</li> <li>• Joe Lodge Road</li> <li>• Turrawulla Road</li> </ul>
<b>Resheeting:</b>	
Programmed Works:	<ul style="list-style-type: none"> <li>• Gravel testing completed with rock crusher (Barmount, Charlton Park, Amaroo, and Riverview Pits)</li> </ul>
<b>RMPC:</b>	
Pothole Patching Works:	<ul style="list-style-type: none"> <li>• Gregory Highway (27B)</li> <li>• Gregory Highway (27C)</li> <li>• Peak Downs Highway (98A)</li> </ul>

	<ul style="list-style-type: none"> <li>• Fitzroy Development Road</li> <li>• Dysart Middlemount Road</li> <li>• Gregory Development Road</li> </ul>
Slashing Works:	<ul style="list-style-type: none"> <li>• No slashing has occurred due to increased fire risk across shire</li> </ul>

## CURRENT ISSUES:

- Dry weather conditions have caused a high fire risk across the shire with slashing operations paused until conditions are more favourable. It is also causing water points for maintenance grading to dry up. This will become more of an issue in the coming months if no rain is forthcoming.

## NEXT MONTH'S PROGRAM:

<b>Minor Works:</b>	
Pothole Patching Works:	<ul style="list-style-type: none"> <li>• Peakvale Road</li> <li>• Percy Albert Drive</li> <li>• Saraji Road</li> <li>• Golden Mile Road</li> <li>• Dysart Clermont Road</li> </ul>
Slashing Works:	<ul style="list-style-type: none"> <li>• Slashing on hold due to fire hazards</li> </ul>
Other Works	<ul style="list-style-type: none"> <li>• Drainage Work on Edge Street</li> <li>• Desilting Gowrie Creek floodway - Kenlogan Road (Contractors)</li> <li>• Bacon Street – Signage</li> <li>• Peak Downs Mine Access Road – Signage</li> <li>• Belyando Avenue – Drainage Clearing</li> </ul>
<b>Maintenance Grading:</b>	
Programmed Works:	<ul style="list-style-type: none"> <li>• Laglan Road</li> <li>• Dysart Clermont Road – Shoulder Grade</li> <li>• Fire Breaks for Middlemount, Dysart, and Moranbah</li> </ul>
TMR RMPC WORKS	<ul style="list-style-type: none"> <li>• May Downs Maintenance Grade</li> <li>• St Lawrence Croydon Road Maintenance grade</li> <li>• DRFA works pricing</li> <li>• May Downs Road (Pothole Patching Works)</li> </ul>

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	<ul style="list-style-type: none"><li>• Fitzroy Development Road (Pothole Patching)</li><li>• Dysart Middlemount Road (Pothole Patching Works)</li><li>• Suttor Development Road (Pothole Patching Works)</li><li>• 33B Peak downs Highway (Pothole Patching)</li><li>• 33A Peak Downs Highway (Pothole Patching)</li></ul>
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## **CLERMONT WORK CAMP**

### **CLERMONT WORK CAMP – SEPTEMBER ROTATION**

September Rotation Included:

- Belyando Performance Horse Inc – camp draft set up and pack down.
- Clermont Kindy mud kitchen
- Refurbishing of Clermont Pony Club jumping rails
- Clermont Mens Shed assistance.
- Moranbah Race club toilet block painting
- Music train refurbishment for Parks and Gardens Moranbah

### **CLERMONT WORK CAMP – NEXT ROTATION**

Previous months work will continue.

- Clermont Kindy mud kitchen
- Vegetation management of various sites
- Assistance at Clermont Saleyards
- Clermont Pony Club refurbishing on jumping rails.
- Clermont Mens Shed assistance.
- Moranbah Race club toilet block painting
- Music train refurbishment for Parks and Gardens Moranbah

## PARKS AND RECREATION

### PREVIOUS MONTH'S ACHIEVEMENTS:

2022/23 CAPITAL WORKS PROGRAM STATUS		
Capital Works	Project Name/Description	Status Update
<b>CW233084</b>	CAR - Park Furniture	<ul style="list-style-type: none"> <li>Concrete slab to be widened.</li> <li>Quotation to be issued in November</li> </ul>
<b>CW233083</b>	REG - Base Building and Electrical (Managed by Corporate Properties)	<ul style="list-style-type: none"> <li>Project in scoping and document preparation</li> </ul>
<b>CW233077</b>	REG – BBQ Replacement	<ul style="list-style-type: none"> <li>Middlemount and Glendon BBQs installed.</li> <li>Additional electrical works required for Moranbah and this is approved and progressing.</li> </ul>
<b>CW212904</b>	GLN Lions Park Renewal IRCQ-GLN4-1222-1198	<ul style="list-style-type: none"> <li>Demolition completed 20/09</li> <li>New works commencing on 02/10 Est completion end Oct 23</li> </ul>
<b>CW233070</b>	CLM – Solar Lighting Replacement Centenary Park	<ul style="list-style-type: none"> <li>Still missing 2 lights with contractor to provide an updated ETA</li> </ul>
2023/24 CAPITAL WORKS PROGRAM STATUS		
Capital Works	Project Name/Description	Status Update
<b>CW243191</b>	CORP Playground surfacing upgrades	<ul style="list-style-type: none"> <li></li> </ul>
<b>CW243229</b>	Nebo Hoop and Marking	<ul style="list-style-type: none"> <li>LRCI funding approved.</li> <li>Scope document to be updated with more specific information.</li> </ul>

### Previous Months achievements

Regions:	
Clermont	<ul style="list-style-type: none"> <li>Fertilized the Top &amp; Bottom field of the Sportsgrounds.</li> <li>Sprayed the Lagoon for Salvinia.</li> <li>Sprayed all trees in town streets for white ants.</li> <li>Sportsgrounds grass height adjusted for cricket season.</li> <li>Poisoned main parks for weeds.</li> <li>Organised irrigation &amp; bollards for Apex Park (Hoods Lagoon Flying-Fox Management Plan)</li> </ul>

	<ul style="list-style-type: none"> <li>• Crack filling at Tennis/Netball Courts (ongoing)</li> <li>• General maintenance</li> </ul>
Dysart	<ul style="list-style-type: none"> <li>• Chainsaw tickets completed.</li> <li>• All parks and reserves have been mowed.</li> <li>• Pruned all alley ways and walkways.</li> <li>• Spraying of queen Elizabeth drive and Centenary medium strip</li> </ul>
Middlemount	<ul style="list-style-type: none"> <li>• AFL lights – light towers installed and tested. Field still under the control of contractors.</li> <li>• Netball lights – trenching for cabling completed.</li> <li>• Irrigation audit – all irrigated areas tested. Leaks found in Brolga and Kookaburra Park and fixed.</li> <li>• 18 Clarence Baker drive (council vacant house) – yard cleaned up and trees removed.</li> <li>• Civic Centre yard tidied up for function.</li> <li>• All mowing and whipper snipping up to date.</li> </ul>
Moranbah	<ul style="list-style-type: none"> <li>• Daily mowing, general garden Maintenance at Parks &amp; Recreation areas.</li> <li>• Cleaning playground equipment.</li> <li>• Irrigation Inspections – Town Square – Belyando Footpaths, Griffin Footpaths, Cunningham Way Gardens, Mills Avenue Med 10,</li> <li>• Irrigation Repairs – IRC &amp; contractor – Mills Ave, Skate Park, Touch, Town Square, Shop Fronts, Belyando Footpaths, Griffin Footpaths, Belyando Median, Sunshine Park</li> <li>• Park Light Timer Repairs - In progress – Sunshine Park, Coughlan Park</li> <li>• SES – Garden Maintenance Completed</li> <li>• Compliance Slashing – Utah – Completed</li> <li>• Bernborough Park – New rope bridge parts fitted.</li> <li>• Vandalism – Belyando State School Reserve – Graffiti painted.</li> <li>• Mouat Park – Graffiti Removed.</li> <li>• Bernborough, Lions, Sunshine, Binda Park – New Magpie signage installed.</li> <li>• Belyando Avenue – Repairs to Irrigation Sign pole.</li> <li>• Sports Ovals – Irrigation Field Trench Repairs</li> <li>• BBQ removed ready for new unit to be installed at Apex Park</li> </ul>
Glenden	<ul style="list-style-type: none"> <li>• Lions Park Playground demolition complete ready for new playground install on 3 October.</li> <li>• Switchboard re-labelled at Maddern Oval Facilities</li> <li>• Soft fall topped up at Flying Fox in Town centre.</li> <li>• Irrigation line removed at Lions Park for new playground install.</li> <li>• Golf club machinery returned to Moranbah.</li> </ul>
St Lawrence/Coast	<ul style="list-style-type: none"> <li>• Herbicide spray Greenhill gutters and Fire break at dump</li> <li>• Trees pruned at Greenhill Road</li> <li>• Herbicide spraying - Carmila gutters, median strip, road furniture and depot.</li> <li>• Herbicide spraying - Clairview road furniture</li> <li>• Herbicide spraying - all intersections on Bruce Highway</li> <li>• Herbicide spraying - St Lawrence cemetery, airstrip, and gutters</li> </ul>

	<ul style="list-style-type: none"> <li>• Slash Carmila Beach Road and Old Bruce Highway, Carmila West Road and Garnham's road</li> <li>• Guideposts along Settlement Road, Bar Plains Road, Hausens road</li> <li>• Sign audit Carmila depot</li> <li>• Pruned trees along Carmila West Road</li> <li>• Pothole Patch and Edge repairs - Colonial Drive Clairview</li> <li>• Mow and snip Lotus Creek camp</li> <li>• Prune StLawrence local roads. Art &amp; crafts\library buildings</li> <li>• Mowed the plane parking area at StLawrence Airstrip</li> </ul>
Nebo	<ul style="list-style-type: none"> <li>• Mowing and spraying activities in Nebo Township, airstrip, and showgrounds</li> <li>• Centenary Park mowed.</li> <li>• Bougainvillea's pruned along Peak Downs Highway</li> <li>• Resource recovery centre mowed.</li> </ul>

## PREVIOUS MONTH'S ISSUES:

General	
Clermont	<ul style="list-style-type: none"> <li>• NIL</li> </ul>
Dysart	<ul style="list-style-type: none"> <li>• NIL</li> </ul>
Middlemount	<ul style="list-style-type: none"> <li>• NIL</li> </ul>
Moranbah	<ul style="list-style-type: none"> <li>• Irrigation Potable Water Service– No Water Shop Fronts Bi Rite Area</li> <li>• Irrigation Effluent Mains– Leaking at Goonyella Rd</li> <li>• Irrigation Effluent– Low pressure</li> <li>• Flagtrax Poles – Ergon Safety Advice – Mills Ave Pole Removed</li> <li>• .</li> <li>• Vandalism Previous – Binda Park Fence Panels and gate – Temporary Patch Jobs Completed – Quote submitted for steel fence panels. Pending budget approval.</li> <li>• Vandalism New – Town Square Amenities Storage Area – Access Gained.</li> <li>• Vandalism New – Bernborough Park – Gate/Fence Damage</li> <li>• Vandalism New – Binda Park/Anglo Park Sign Damaged</li> <li>• Vandalism New – Mouat Park Graffiti and Electrical Box Hasp &amp; Stape Broken – Padlock missing.</li> <li>• Vandalism New – Lions Park Copper Pipe/Tap Damaged.</li> <li>• Vandalism – Belyando State School Reserve</li> </ul>
Glenden	<ul style="list-style-type: none"> <li>• Lake Elphinstone amenities regularly blocked by RV toilet cassettes being emptied into them.</li> </ul>

Coast	<ul style="list-style-type: none"> <li>Issues with the backup generator at Clairview tripping out. Electricians have attended twice, and we are now seeking quote to fix.</li> </ul>
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## GALILEE AND BOWEN BASIN OPERATIONS

### PREVIOUS MONTH'S ACHIEVEMENTS:

2021/22/23 CAPITAL WORKS PROGRAM STATUS		
CW	Project Name/Description	Status Update
CW212933	MBH Town Square water feature upgrade	<ul style="list-style-type: none"> <li>Stage 1 fountain replacement works have been completed. Stage 2 lighting works delayed and report to be provide to council in October for guidance on scope to complete.</li> </ul>
CW223048	Peak Downs Mine Rd – Saraji Rd Inter Design	<ul style="list-style-type: none"> <li>Tender evaluation completed, prices exceeded budget, negotiation underway with funding proponents.</li> </ul>
CW233078 CW233071	LRCI 3 MMT Football and Netball Lighting	<ul style="list-style-type: none"> <li>AFL and Netball nearing completion.</li> </ul>
2023/24 CAPITAL WORKS PROGRAM STATUS		
CW	Project Name/Description	Status Update
CW243195	REG Floodway's Construction Program	<ul style="list-style-type: none"> <li>Awarded</li> </ul>
CW243201	Peak Downs Mine Rd Rehab Design Program	<ul style="list-style-type: none"> <li>Brief with Manager GBBO</li> </ul>
CW243193	MBH Asphalt Renewal	<ul style="list-style-type: none"> <li>Tender advertised</li> </ul>
CW	Pavement Rehabilitation	<ul style="list-style-type: none"> <li>Tender closed 5/9/23, in evaluation</li> </ul>
CW243197	REG Regional Reseals	<ul style="list-style-type: none"> <li>Tender awarded</li> </ul>
CW	Golden Mile Road- Pavement Rehabilitation	<ul style="list-style-type: none"> <li>Current under evaluation</li> </ul>
CW243194	MBH Goonyella Road Intersection Upgrade	<ul style="list-style-type: none"> <li>Design underway</li> </ul>
CW	Dysart Clermont Road widening	<ul style="list-style-type: none"> <li>ROSI project on hold due to funding review</li> </ul>
CW	Cooroora Creek bridge replacement	<ul style="list-style-type: none"> <li>Project on hold due to funding review</li> </ul>
CW	Nebo Footpaths	<ul style="list-style-type: none"> <li>Tender was reissued, closed and under evaluation</li> </ul>



<b>CW243190</b>	Rubyvale Road Floodway Replacement	<ul style="list-style-type: none"> <li>Tender closed and under review</li> </ul>
<b>CW243192</b>	CORP Sports and Rec area lighting	<ul style="list-style-type: none"> <li>Electrical condition assessment procurement underway</li> </ul>
<b>CW243202</b>	MMT Nolan Drive – Drainage Design	<ul style="list-style-type: none"> <li>Under Review with consultants</li> </ul>

## Negotiation and Engagement

BHP	<ul style="list-style-type: none"> <li>Peak Downs Mine/Saraji Road Intersection</li> </ul>
Vitrinite	<ul style="list-style-type: none"> <li>Peak Downs Mine/Saraji Road Intersection</li> <li>Saraji Road Re-alignment</li> <li>Notifiable Road Use</li> <li>Negotiating road impact assessment associated with expansion.</li> </ul>
Pembroke	<ul style="list-style-type: none"> <li>Assessment of Management Plans</li> <li>Commencement of Maintenance Works</li> </ul>
North Queensland Minerals	<ul style="list-style-type: none"> <li>Establishment of waste gas processing facility and associated road impact assessments.</li> </ul>

## CORPORATE PROPERTIES AFLEET

### WORKSHOP, PLANT AND FLEET

#### PREVIOUS MONTH'S ACHIEVEMENTS:

- New Mobile Mechanical Fitter commenced – Based in St Lawrence
- 2024-2025 10 Year Fleet Replacement program completed
- 2024-2025 Replacement Schedule Completed

## 2023/24 CAPITAL WORKS PROGRAM STATUS

Capital Works	Project Name/Description	Status Update
<b>CW243218</b>	Replace – 2 Attachments	<ul style="list-style-type: none"> <li>Due Dec 2023</li> </ul>
<b>CW243219</b>	Replace – Grasscutter	<ul style="list-style-type: none"> <li>Remaining due by Dec 2023</li> </ul>
<b>CW243220</b>	Replace – Trailers	<ul style="list-style-type: none"> <li>Due Feb 2024</li> </ul>
<b>CW243221</b>	Replace – 25 Passenger Vehicles	<ul style="list-style-type: none"> <li>Some units due Oct/Nov 2023</li> </ul>

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<b>CW243222</b>	Replace – 3 Trucks	<ul style="list-style-type: none"> <li>• Due April 2024</li> </ul>
<b>CW243223</b>	Replace – Small Plant	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
<b>CW243224</b>	Replace – 3 x Earthmovers	<ul style="list-style-type: none"> <li>• Backhoe due Oct 2023</li> </ul>
<b>CW243225</b>	Replace – 6 x Forklifts	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
<b>CW243226</b>	Replace – 3 x Sprayer	<ul style="list-style-type: none"> <li>• Due Feb 2024</li> </ul>



- Delivery of IRC replacement Grader
- Set up with Topcon 2D Machine control with 3D Capability Wired in

## PREVIOUS MONTH'S ISSUE:

- Nil

## CURRENT INITIATIVES:

- Commencing comms and specifications for early procurement of long lead items in the 2024/2025 replacement program
- Dysart depot washdown pad oil/water separator replacement in progress
- Depot upgrade scope and specification commenced

## CORPORATE PROPERTIES

### PREVIOUS MONTH'S ACHIEVEMENTS:

2021/22 CAPITAL WORKS PROGRAM CARRY FORWARDS		
Capital Works	Project Name/Description	Status Update
CW223055	Nebo QFRS & SES Sheds	<ul style="list-style-type: none"> <li>• Construction works continuing. Communication with QFRS &amp; SES has been productive with moving this project to an end. Completion expected end of Oct 2023</li> </ul>
2022/23 CAPITAL WORKS PROGRAM		
Capital Works	Project Name/Description	Status Update
CW233095	Depots – 5 Year Renewal Plan	<ul style="list-style-type: none"> <li>• Nearing completion</li> </ul>
CW233096	MBH - Residential Proactive Upgrades/ Renewal	<ul style="list-style-type: none"> <li>• Nearing completion</li> </ul>
CW233103	MBH – West Wing Grosvenor Complex Air Conditioning	<ul style="list-style-type: none"> <li>• Flagged carry over 2024</li> </ul>
2023/24 CAPITAL WORKS PROGRAM		
Capital Works	Project Name/Description	Status Update
CW243206	CLM Admin security Pool Car Parking Area	<ul style="list-style-type: none"> <li>• Scope and Procurement commenced</li> </ul>
CW243207	CORP – Depot Upgrades	<ul style="list-style-type: none"> <li>• Scope and Procurement commenced.</li> </ul>

<b>CW243208</b>	CORP Residential Renewals	<ul style="list-style-type: none"> <li>• Scope and Procurement commenced.</li> </ul>
<b>CW243209</b>	CORP Admin Regional Proactive Works	<ul style="list-style-type: none"> <li>• Scope and Procurement commenced.</li> </ul>
<b>CW243210</b>	STL Admin Building Disabled Access	<ul style="list-style-type: none"> <li>• Scope and Procurement commenced.</li> </ul>
<b>CW243211</b>	MMT Admin BLD Concrete Slab Subsidence	<ul style="list-style-type: none"> <li>• Engineer has inspected. We are waiting for reports and advice/ direction for the subsidence.</li> </ul>
<b>CW243212</b>	CORP – Fatigue Accommodation Upgrades	<ul style="list-style-type: none"> <li>• Scope and Procurement commenced.</li> </ul>
<b>CW243213</b>	MBH Convert Gas to Electric HW 17 Utah	<ul style="list-style-type: none"> <li>• Works commenced.</li> </ul>
<b>CW243214</b>	NBO Depot Amenities Renewal	<ul style="list-style-type: none"> <li>• Scope and Procurement commenced.</li> </ul>
<b>CW243215</b>	MBH Council Chambers Options Analysis	<ul style="list-style-type: none"> <li>• Consultant has been engaged and department has started consultation process</li> </ul>

## DEVELOPING INITIATIVES:

- Trades training to keep up with current demands to maintain & upgrade our housing.
- Upskilling our current trades team and operational staff to better meet the needs of our community and their assets.

## DEVELOPING ISSUES:

- Specialist trades contractors’ plasters, tilers etc Recruitment still challenging in current market.

## INFRASTRUCTURE PLANNING AND TECHNICAL SERVICES

### PREVIOUS MONTH’S ACHIEVEMENTS:

2020/21 CAPITAL WORKS PROGRAM CARRY FORWARDS		
Capital Works #	Project Name/Description	Status Update
<b>CW212913</b>	Clermont Cycle Network	<ul style="list-style-type: none"> <li>• Report on alternative treatments presented to E &amp; I Standing Committee</li> </ul>

	Moranbah Road Investment Strategy	<ul style="list-style-type: none"> <li>Draft report presented to Council Staff additional roughness and rutting information being considered.</li> </ul>
<b>2021/22 CAPITAL WORKS PROGRAM CARRY FORWARDS</b>		
Capital Works #	Project Name/Description	Status Update
<b>CW223015</b>	Bully Creek Bridge redesign	<ul style="list-style-type: none"> <li>DA has been submitted to DAF, relocation of road reserve underway.</li> </ul>
<b>2023/24 CAPITAL WORKS PROGRAM</b>		
Capital Works #	Project Name/Description	Status Update
<b>CW243200</b>	Rural Construction Water Points	<ul style="list-style-type: none"> <li>Investigation expected to re-commence in October 23 with commencement of Natural Resources Coordinator.</li> </ul>
<b>CW243200</b>	Federation Walk to Airport	<ul style="list-style-type: none"> <li>Investigation underway</li> </ul>
	Bacon Street Safety Audit Recommendations	<ul style="list-style-type: none"> <li>40 km/hr speed signs have been installed.</li> <li>VMS to remain in place for 2 weeks</li> <li>Prioritising of remaining recommendations underway with a report expected to Council in November.</li> </ul>
	CCTV	<ul style="list-style-type: none"> <li>Ongoing consultation with ICT iro corp comms &amp; infrastructure requirements</li> <li>Locations prioritised, based on vandalism data logged since 2015</li> <li>High level estimate of \$3k - \$6k per installation (camera) depending on location</li> <li>Further costs likely, associated with data storage</li> <li>ICT advise/recommend that a consultant be engaged to scope and quote</li> <li>Currently consulting with QPS, iro monitoring, funding and their priorities</li> <li>No target date for report possible as yet</li> </ul>

## IPTS ACTIVITIES COMPLETED

Description	Activity	Outcome
Golden Mile Link Study	Complete link study for Golden Mile .	<ul style="list-style-type: none"> <li>Amended report received further investigations underway</li> </ul>
Permits	Works on Road Corridor	<ul style="list-style-type: none"> <li>Received new – 8</li> <li>Issued – 2</li> <li>Withdrawn/Not required – 2</li> <li>Current Outstanding – 4</li> </ul>
	Works on Road Corridor – IRC	<ul style="list-style-type: none"> <li>Received new – 0</li> <li>Issued – 0</li> <li>Current Outstanding - 0</li> </ul>
	Land Access Activity	<ul style="list-style-type: none"> <li>Received new – 7</li> <li>Issued – 4</li> <li>Current Outstanding - 3</li> </ul>
	Driveway/Crossover	<ul style="list-style-type: none"> <li>Received – 0</li> <li>Issued - 0</li> <li>Current Outstanding - 0</li> </ul>
	Installation of Grid	<ul style="list-style-type: none"> <li>Received - 0</li> <li>Issued – 0</li> <li>Current Outstanding – 0</li> </ul>
	Conditionally Registered Vehicle Permit	<ul style="list-style-type: none"> <li>Received new – 0</li> <li>Issued – 0</li> <li>Current Outstanding – 0</li> </ul>

**Report authorised by:**  
 ROBERT PERNA  
**Director Engineering and Infrastructure**  
 Date: 29 September 2023

## ATTACHMENTS

- Nil