

NOTICE OF MEETING

Dear Committee Members

You are requested to attend the following meeting of Council.

ENGINEERING AND INFRASTRUCTURE STANDING COMMITTEE
MEETING OF
ISAAC REGIONAL COUNCIL

TO BE HELD ON
WEDNESDAY, 12 MARCH 2025
COMMENCING AT 9.30AM
COUNCIL CHAMBERS - MORANBAH

CALE DENDLE

Chief Executive Officer

ROBERT PERNA

Committee Officer

Director Engineering and Infrastructure

Committee Members:

Cr Jane Pickels (Chair)

Mayor Kelly Veava

Cr Viv Coleman

Cr Alaina Earl

Cr Rachel Anderson

Cr Terry O'Neill

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.

ENGINEERING AND INFRASTRUCTURE

STANDING COMMITTEE MEETING

OF ISAAC REGIONAL COUNCIL

TO BE HELD ON

WEDNESDAY 12 MARCH 2025

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

3. DECLARATION OF CONFLICTS OF INTEREST

4. CONFIRMATION OF MINUTES

Engineering and Infrastructure Standing Committee Meeting of Isaac Regional Council held in the Council Chambers, Moranbah, commencing at 9.30am on Wednesday 12 February 2025.

5. OFFICER REPORTS

5.1 ENGINEERING AND INFRASTRUCTURE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT – FEBRUARY 2025

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 2024-2025 Capital Works Program.

5.2 ASSET INSTALLATION AND MAINTENANCE LICENCE – WATERWAY CROSSING OFF ELLENSFIELD ROAD

EXECUTIVE SUMMARY

The report seeks to delegate the authority to the Chief Executive Officer to execute a Licence for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall.

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5.3 AUSTRALIAN CRICKET INFRASTRUCTURE FUND – CLERMONT JUNIOR CRICKET FIELD IRRIGATION

EXECUTIVE SUMMARY

This report seeks approval of Isaac Regional Councils submission to the Australian Cricket Infrastructure Fund (Major Grant) for financial contribution in the 2024-2025 financial year. Successful applicants will be notified prior to end of financial year.

5.4 MEMORIALS AND PLAQUES ON COUNCIL OWNED OR MANAGED LAND POLICY UPDATE

EXECUTIVE SUMMARY

This report seeks Council's consideration to review and adopt the updated Memorials and Plaques on Council Owned or Managed Land Policy EI-POL-144.

5.5 CORPORATE PROPERTIES DEPARTMENT OPERATIONAL UPDATE – DECEMBER 2024 TO FEBRUARY 2025

EXECUTIVE SUMMARY

This report is to provide Council with an update on the Corporate Properties operational program.

5.6 GALILEE AND BOWEN BASIN DEPARTMENT OPERATIONAL UPDATE – DECEMBER 2024 TO FEBRUARY 2025

EXECUTIVE SUMMARY

The intent of the report is to provide an update on the activities undertaken by the Galilee and Bowen Basin Operations department over the previous quarter.

5.7 INFRASTRUCTURE DEPARTMENT OPERATIONAL UPDATE – FEBRUARY 2025

EXECUTIVE SUMMARY

This report is to provide a monthly update to Council on the current operational status of the Infrastructure Department.

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5.8 PARKS AND RECREATION DEPARTMENT OPERATIONAL UPDATE - DECEMBER 2024 TO FEBRUARY 2025

EXECUTIVE SUMMARY

This report is to provide an update to Council on the current operational status of the Parks and Recreation Department.

5.9 QUARRY MANAGEMENT PLAN

EXECUTIVE SUMMARY

This report seeks endorsement of a Quarry Management Plan to guide operations in Council's gravel pits/quarries to ensure compliance with relevant State legislation and Council's permits and authorities for gravel extraction activities.

5.10 EXCEPTION BASED CONTRACTUAL ARRANGEMENTS - LOCAL GOVERNMENT REGULATIONS (2012) – MORANBAH DEPOT

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement for the appointment of Hahnlec Electrical to perform rectification works at the Moranbah Depot which has been subject to electrical faults tripping the circuit breaker. This appointment is requested under the exception provisions for entering into medium or large sized contractual arrangements within s235 (b) of the *Local Government Regulations 2012*.

7. GENERAL BUSINESS

8. CONCLUSION

UNCONFIRMED MINUTES

ENGINEERING AND INFRASTRUCTURE STANDING COMMITTEE MEETING
OF
ISAAC REGIONAL COUNCIL

HELD ON
WEDNESDAY, 12 FEBRUARY 2025
COMMENCING AT 9.30AM

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
ENGINEERING AND INFRASTRUCTURE
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON WEDNESDAY 12 FEBRUARY 2025

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ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE

ENGINEERING AND INFRASTRUCTURE

STANDING COMMITTEE MEETING

HELD IN COUNCIL CHAMBERS, MORANBAH

ON WEDNESDAY 12 FEBRUARY 2025 COMMENCING AT 9.30AM

ATTENDANCE

Cr Jane Pickels, Division Six (*Chair*)
Cr Terry O'Neill, Division One
Cr Alaina Earl, Division Five
Cr Viv Coleman, Division Eight (*Via Video Conference*)

**COMMITTEE
APOLOGIES**

Mayor Kelly Vea Vea
Cr Simon West
Cr Rachel Anderson

OBSERVERS

OFFICERS PRESENT

Mr Robert Perna, Director Engineering and Infrastructure
Mr Sean Robinson, Manager Galilee and Bowen Basin Operations
Mr Jason Frost, Manager Infrastructure
Mr Michael Buckley, Manager Parks and Recreation
Mr Darrin Anderson, Acting Manager Corporate Properties
Mr Malcolm Gardner, Acting Manager Fleet, Plant and Workshops
Mrs Tricia Hughes, Coordinator Executive Support, Office of the Mayor and CEO
Mrs Kylie Dowd, Executive Assistant, Engineering and Infrastructure
Ms Teika Kirkman, Executive Assistant, Office of the Mayor and CEO

1. OPENING

The Chair welcomed all in attendance and declared the meeting open at 9.30am 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 AND LEAVE OF ABSENCES

A request for a leave of absence has been received for Mayor Kelly Vea Vea as she is in Canberra, attending Australian Mining Cities Alliance Meetings behalf of Council.

Resolution No.: E&I0788

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That the Engineering and Infrastructure Standing Committee grants a leave of absence for Mayor Kelly Vea Vea.

Carried

That the Engineering and Infrastructure Standing Committee accepts the apologies received from Cr Simon West and Cr Rachel Anderson.

Resolution No.: E&I0789

Moved: Cr Viv Coleman

Seconded: Cr Terry O'Neil

That the Engineering and Infrastructure Standing Committee accepts the apologies received from Cr Simon West and Cr Rachel Anderson.

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interests declared this meeting.

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 1.00pm on Wednesday 20 November 2024.

Resolution No.: E&I0790

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the minutes from the Engineering and Infrastructure Standing Committee meeting held in Council Chambers, Moranbah on Wednesday 20 November 2024 are confirmed.

Carried

5. OFFICERS REPORTS

5.1 Engineering and Infrastructure 2024/2025 Capital Projects Progress Report – February 2025

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 2024/2025 Capital Works Program.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the monthly Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary Report for February 2025.***

Resolution No.: E&I0791

Moved: Cr Alaina Earl

Seconded: Cr Viv Coleman

That the Committee recommends that Council:

1. Receives and notes the monthly Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary Report for February 2025.

Carried

5.2 Infrastructure Department Monthly Update – January 2025.

EXECUTIVE SUMMARY

This report is to provide an update to Council on the current operational status of the Infrastructure Department within the Engineering and Infrastructure Directorate.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Notes the Infrastructure Department update for January 2025.*

Resolution No.: E&I0792

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Notes the Infrastructure Department update for January 2025.

Carried

5.3 Compensation Agreement ML1865

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the Compensation Agreement with Plentygold Miclere Pty Ltd.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Supports the negotiation to enter into a compensation agreement with Plentygold Miclere Pty Ltd in accordance with section 279 of the *Mineral Resources Act 1989 (Qld)*.**
- 2. Delegates authority to the Chief Executive Officer to negotiate, vary and execute the proposed Compensation Agreement in relation to ML1865 in accordance with section 279 of the *Mineral Resources Act 1989 (Qld)*.**

Resolution No.: E&I0793

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Supports the negotiation to enter into a compensation agreement with Plentygold Miclere Pty Ltd in accordance with section 279 of the *Mineral Resources Act 1989 (Qld)*.**
- 2. Delegates authority to the Chief Executive Officer to negotiate, vary and execute the proposed Compensation Agreement in relation to ML1865 in accordance with section 279 of the *Mineral Resources Act 1989 (Qld)*.**

Carried

5.4 Early Procurement for Identified 2025/2026 Capital Program – Infrastructure Departments

EXECUTIVE SUMMARY

This report seeks approval for the commencement of early procurement through a Request for Quote/Request for Tender process for selected Capital Projects identified for the 2025/2026 Capital program within the infrastructure departments.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Approves the commencement of early procurement through a Request for Quotation or Request for Tender process for the following identified projects proposed for the Engineering and Infrastructure 2025-2026 Capital Works program with award subject to the 2025/2026 budget process:***
 - a. ***Regional Sealed Surface Renewal Program***
 - b. ***Sealed Road Rehabilitation (including Reseal Prep)***
 - c. ***Regional Re-sheeting Program Rural Unsealed Network Resheeting (supply/preparation of gravel)***
 - d. ***Goonyella Road Intersection***
 - e. ***Various Unsealed Roads – Floodway Program***

Resolution No.: E&I0794

Moved: Cr Viv Coleman

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. **Approves the commencement of early procurement through a Request for Quotation or Request for Tender process for the following identified projects proposed for the Engineering and Infrastructure 2025-2026 Capital Works program with award subject to the 2025-2026 budget process:**
 - a. **Regional Sealed Surface Renewal Program**
 - b. **Sealed Road Rehabilitation (including Reseal Prep)**
 - c. **Regional Re-sheeting Program Rural Unsealed Network Resheeting (supply/preparation of gravel)**
 - d. **Goonyella Road Intersection**
 - e. **Various Unsealed Roads – Floodway Program**

Carried

5.5 Early Procurement for Identified 2025-2026 Capital Program – Fleet Department

EXECUTIVE SUMMARY

This report seeks the committee to approve early procurement of long lead time assets due for replacement in 2025-2026 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 recommends that Council:

- 1. Approves under delegated authority from Council Resolution No 8162, the Chief Executive Officer to commence early procurement of long lead time assets based on identified asset replacements in the 2025-2026 financial year of the 10 Year Fleet and Plant Replacement program.**

Resolution No.: E&I0795

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Approves under delegated authority from Council Resolution No 8162, the Chief Executive Officer to commence early procurement of long lead time assets based on identified asset replacements in the 2025-2026 financial year of the 10 Year Fleet and Plant Replacement program.**
- 2. Notes advice from officers that replacement of an additional two tractors should have been included in the report and that an addendum to this report to include these tractors will be prepared and included for presentation to Council in the February Ordinary Meeting.**

Carried

ATTENDANCE

Mr Joel Kuczynski, Recoverable Works Coordinator and Mr Luke Logan, Coordinator Infrastructure West entered the meeting room at 10.06pm.

6. GENERAL BUSINESS

6.1 Thank You

Cr Terry O'Neill thanked the Engineering and Infrastructure team for being proactive in providing the Early Procurement request reports for identified 2025-2026 Capital Program works across the Fleet and Infrastructure departments.

6.2 St Lawrence Toilet Block – Capital Project Update

Cr Viv Coleman requested a capital project update on the St Lawrence sports ground toilet block.

Mr Robert Perna advised that a consultant has been engaged to undertake planning and design works with the aim of having a project shovel ready for possible grant funding in the 25/26 FY.

6.2 Thank You

Cr Jane Pickels offered a vote of thanks to the Parks and Recreation team for the maintenance of the parks and facilities, prior to the Australia Day events that took place across the region.

7. CONCLUSION

There being no further business, the Chair declared the meeting closed at 10.08pm.

These minutes will be confirmed by the Committee at the Engineering and Infrastructure Standing Committee Meeting to be held on Wednesday 12 March 2025 in Moranbah.

.....
CHAIR

..... / /
DATE

MEETING DETAILS	Engineering and Infrastructure Standing Committee Meeting Wednesday 12 March 2025
AUTHOR	Robert Perna
AUTHOR POSITION	Director Engineering and Infrastructure

5.1 ENGINEERING AND INFRASTRUCTURE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT – FEBRUARY 2025

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 2024/2025 Capital Works Program.

OFFICER'S RECOMMENDATION

That the Committee recommends Council:

- 1. Receives and notes the monthly Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary Report for February 2025.***

BACKGROUND

Progressive updates of the financial and physical position of projects in the 2024/2025 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 2024/2025 Capital Projects Progress Summary spreadsheet identifies the financial and physical position of all projects.

Compliance

To ensure that the Engineering and Infrastructure 2024/2025 Capital Works Program is achieved within the identified timeframes of the 2024/2025 financial year.

Benefits

Council can see a monthly progress report detailing progress of projects in the Engineering and Infrastructure 2024/2025 Capital Program. This report communicates risks/failures/delays that have been identified within the Engineering and Infrastructure 2024/2025 Capital Works program.

Project Highlights

The commencement of works on the Phillips Creek Bridge replacement and the Pave and Sealing of Eaglefield Road are major highlights this month. Progress is ahead of schedule for the bathroom repairs contract which will allow some properties to be returned to service much sooner than expected. A number of new light vehicles have been received however there are still a number outstanding, but suppliers have indicated they will be delivered prior to the end of the financial year.

CONSULTATION

- Director Engineering and Infrastructure
- Acting Manager Fleet
- Acting Manager Corporate Properties
- 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 Managers and the Director Engineering and Infrastructure oversee the scoping, procurement and the completion of the projects identified within the 2024/2025 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 2024/2025 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: 4 March 2025	Report authorised by: CALE DENDLE Chief Executive Officer Date: 5 March 2025
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ATTACHMENTS

- CONFIDENTIAL Attachment 1 – E&I Capital Project Progress Summary February 2025

REFERENCE DOCUMENT

- Nil

PAGES 19 TO 20 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS	Engineering and Infrastructure Standing Committee Meeting Wednesday 12 March 2025
AUTHOR	Sean Robinson
AUTHOR POSITION	Manager Galilee and Bowen Basin Operations

5.2 ASSET INSTALLATION AND MAINTENANCE LICENCE – WATERWAY CROSSING OFF ELLENSFIELD ROAD

EXECUTIVE SUMMARY

The report seeks to delegate the authority to the Chief Executive Officer to execute a Licence for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall.

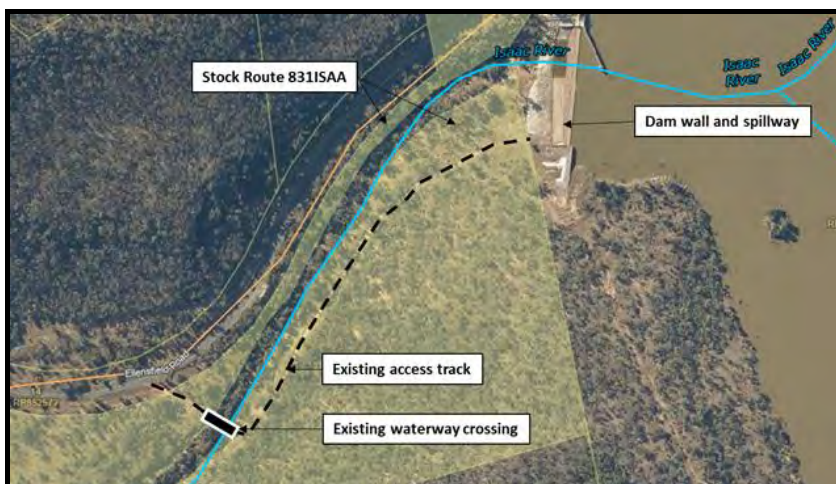
OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Delegates authority to the Chief Executive Officer to negotiate, execute and vary the Asset Installation and Maintenance Licence – Waterway Crossing off Ellensfield Road for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall in accordance with the terms attached.***

BACKGROUND

Centurion Coal Mining Pty Ltd, (Centurion) has taken ownership and control of a constructed 'at level' waterway crossing (Causeway) and access track (Access Track) within the Council controlled stock route 831ISAA adjoining the Burton Dam wall. The Causeway is within a waterway that flows when the dam spills over, and with the Access Track, provides Centurion access from Ellensfield Road to the far side of the Burton Dam wall and infrastructure under its care and control related to the Burton Dam.



Centurion have advised Council that the Causeway and Access Track (collectively referred to as the “Assets”) have become damaged and are presently unpassable. Centurion has approached Council, to undertake the necessary works within the stock route to repair and maintain the Causeway and Access Track for access to the southern portion of the dam wall area for inspections and other operational requirements. As these privately owned assets are not currently under any secured tenure arrangement, Centurion has been requested to enter into a licence arrangement with Council to formalise the obligations and liability arrangements between the parties.

LICENCE

The licence is based on Council’s template licence document utilised for private assets within the road corridor, modified as necessary to address the stock route. No external legal assistance has been engaged.

The licence contains the following key terms –

- The licence applies to the Causeway and Access Track as detailed in the licence and at the locations identified in Schedule 1.
- Centurion are responsible for the maintenance and removal of the Assets with specific works identified in Schedule 2 of the Licence.
- A security to the value of \$5,000 to be received upon execution and held to secure the obligations under this licence as detailed in clause 20.
- Clause 3.2 – Provides that Council may require Centurion to relocate the Causeway and/or all or part of the Access Track at their cost to a different location, upon suitable notice and at Centurion’s cost, if required.
- Clause 4 - Requirement to obtain a Works Approval before commencement of installation and removal works onsite.
- Clause 5 – requirement to carry out necessary maintenance to the Assets and remedy any defects caused by the Assets to the stock route.
- Clauses 8 and 9 - Indemnity and insurance provisions in the terms standard in other recently executed Council licences.
- Clause 10 and 11- Dispute resolution provisions including clauses for external expert determination of a dispute.
- Clause 18 – Centurion is liable for Council’s costs of preparation and execution of the licence and any reasonable costs of project managing the obligations.

IMPLICATIONS

The Galilee and Bowen Basin Operations Department shall ensure obligations under the Licence are met, facilitate processing of necessary works approvals and provide ongoing monitoring of those obligations.

Centurion shall undertake the works required to maintain and ultimately remove the Assets.

CONSULTATION

- Manager Governance and Corporate Services

-
- Manager Liveability and Sustainability
 - Program Leader - Environment and Sustainability
 - Environment and Sustainability Officer
 - Galilee and Bowen Basin Operations Officer
 - Centurion Coal Mining Pty Ltd

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Galilee and Bowen Basin Operations department to lead negotiations under the guidance of Director Engineering and Infrastructure and Chief Executive Officer.

Chief Executive Officer to execute the Licence.

Manager Galilee and Bowen Basin Operations to ensure a copy of the executed document is provided to the proponent and obligations under the Licence are adhered to.

KEY MESSAGES

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

Report prepared by:	Report authorised by:
ROBERT PERNA	CALE DENDLE
Director Engineering and Infrastructure	Chief Executive Officer
Date: 4 March 2025	Date: 4 March 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Draft Asset Installation and Maintenance Licence – Waterway Crossing off Ellensfield Road

REFERENCE DOCUMENT

- Capricorn Municipal Development Guidelines

PAGES 24 TO 75 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS	Engineering and Infrastructure Standing Committee Meeting Wednesday 12 March 2025
AUTHOR	Michael Buckley
AUTHOR POSITION	Manager Parks and Recreation

5.3 AUSTRALIAN CRICKET INFRASTRUCTURE FUND – CLERMONT JUNIOR CRICKET FIELD IRRIGATION

EXECUTIVE SUMMARY

This report seeks approval of Isaac Regional Councils submission to the Australian Cricket Infrastructure Fund (Major Grant) for financial contribution in the 2024-2025 financial year. Successful applicants will be notified prior to end of financial year.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approves Isaac Regional Council submitting an application to the Australian Cricket Infrastructure Fund (Major Grant) for the installation of an irrigation system at the Clermont Junior Cricket Fields including:***
 - a. Restoration of a Clermont bore***
 - b. Installation of power supply and underground irrigation mains***
 - c. Purchase of travelling irrigators***
- 2. Approves a co-contribution of an estimated \$150,000. The submitted application, if approved, would be funded through capital budget and commence in the 2025-2026 financial year with all funds to be used within a 2-year period.***

BACKGROUND

Queensland Cricket is investing strategically in community cricket facility projects through the Australian Cricket Infrastructure Fund (ACIF).

Through the ACIF, Queensland Cricket and Cricket Australia provide clubs, associations, schools, councils, and other cricket facility managers with the opportunity to apply for seed funding for cricket facility projects that are prioritised under the Queensland Cricket Infrastructure Strategy 2023-2028.

The Major Grants funding is for projects such as new practice facilities, significant oval upgrades, sports lighting, change facility/pavilion upgrade and major refurbishments with a funding amount ranging from \$15,001 - \$40,000 excluding GST.

The primary objective of the ACIF is to improve the provision and quality of cricket infrastructure across all levels of community cricket in line with Australian Cricket's strategic priorities. On this basis, Council wishes to submit a grant application for an irrigation system to provide adequate irrigation of the cricket field. Currently,

there is no irrigation on the field which has caused issues such as prickles and weeds and raised safety concerns.



Clermont Junior Cricket Fields

The fields are currently occupied by the Clermont Bulls Junior Cricket Team who have had a large increase in participation and host regional matches and most of the season's games. This includes participants from surrounding townships such as Dysart, Middlemount and Capella. The location attracts both locals and visitors.

PROPOSAL

Delivery of a new irrigation system. Scope of works includes bore reinstatement, supply and installation of power, variable speed pumps, mainline supply and installation and purchase of travelling irrigators. Council through, through Water and Waste have sufficient existing underground allocation to provide water for irrigation.

IMPLICATIONS

Financial

The ACIF release 90% of grant funding to the successful applicant upon commencement of works with the remainder on completion. Cost exceeding the grant remain a co-contributed by Council.

Project Costs

	Council Cash Contribution	Australian Cricket Infrastructure Fund)
Estimated Cost (ex GST)	\$150,000	\$40,000
Total Project Cost (ex GST)	\$190,000	

Benefits

Should the grant be successful it will provide budget for the installation of irrigators and bring the cricket fields back to a standard the community and clubs can be proud of.

CONSULTATION

- Director Engineering and Infrastructure
- Program Leader – Compliance and IMS – Water and Waste
- Clermont Bulls Junior Cricket Team Cricket Club
- Manager Budgets and Statutory Reporting

BASIS FOR RECOMMENDATION

To ensure renewal of significant community assets.

ACTION ACCOUNTABILITY

Manager Parks and Recreation to oversee submission and if successful, deliver the works.

KEY MESSAGES

Isaac Regional Council is committed to the health and wellbeing of the Clermont youth and having irrigated sporting fields in conjunction encouraging junior sports and optimising opportunities.

Report prepared by:

MICHAEL BUCKLEY
Manager Parks and Recreation

Date: 4 March 2025

Report authorised by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 4 March 2025

ATTACHMENTS

- Attachment 1 – Australian Cricket Infrastructure Fund Guidelines 2024-25

REFERENCE DOCUMENT

- Nil



CRICKET
AUSTRALIA

AUSTRALIAN CRICKET INFRASTRUCTURE FUND

2024/25 Funding Guidelines



FUND OVERVIEW

Cricket Australia, in partnership with State and Territory Cricket Associations, is committed to developing high quality facilities that provide a welcoming environment for all players, officials, volunteers and fans.

The Australian Cricket Infrastructure Fund (ACIF) provides funding for community cricket facility projects, with a focus on growing participation, promoting accessibility and inclusivity and delivering upon Australian Cricket's strategic priorities.

The ACIF will contribute approximately \$5 million in 2024/25 into community facility projects, representing Cricket's continued commitment to infrastructure funding.

The ACIF is open to all clubs, associations, schools, councils and cricket facility managers, acknowledging the important role that these partners play in providing facilities for community cricket across Australia.

FUND OBJECTIVES

The objectives of the ACIF are to:

- Improve the provision and quality of cricket infrastructure across all levels of community cricket in line with Australian Cricket's strategic priorities
- Create inclusive and accessible environments for cricket participants and the broader community
- Collaborate with all levels of government and funding partners to invest in strategic cricket infrastructure priorities.

FUNDING CATEGORIES

The ACIF provides funding in the following two categories:

Category	Funding Amount	Types of Projects	Maximum Grant Amount
Community Cricket Infrastructure Grants — Minor	\$500 — \$15,000	Pitches, practice facility refurbishment, minor change facility/pavilion refurbishment, supporting infrastructure (e.g. shade/shelter)	Up to 50% of the total project cost
Community Cricket Infrastructure Grants — Major	\$15,001 — \$40,000	New practice facilities*, significant oval upgrades, sports lighting, change facility/ pavilion upgrade, major refurbishments	Up to 50% of the total project cost

Note 1: Australian Cricket reserves the right to propose an amended funding amount based on the proposed outcomes of the project and available funding.

Note 2: Grants from the ACIF are subject to GST. If your club/organisation is registered for GST, you will be paid the grant amount, plus GST. If your club/organisation is not registered for GST, you will be paid the grant amount only (no GST applies). Please take this into consideration when calculating your funding request.

Applications for more than \$40,000 will be considered on a case-by-case basis under the Strategic Cricket Infrastructure Funding category. In addition to aligning to ACIF funding conditions, projects under this category will generally be multi-faceted, provide a broad regional benefit for cricket and/or be recognised in an existing strategic planning document (e.g. State Cricket Infrastructure Strategy, Local Government Master Plan, Open Space Strategy etc).

Contact the Infrastructure Manager (or equivalent) in your state or territory to discuss any proposals for Strategic Cricket Infrastructure Funding.



TIP

Prior to submitting any new/upgraded practice facility applications, it is recommended you contact your State/Territory Infrastructure Manager (or equivalent) to discuss your project's scope, overall cost and potential funding amount.

FUNDING CONDITIONS

Projects submitted to the ACIF must meet the following conditions:

Align with Cricket Australia's [Community Cricket Facility Guidelines](#)*

Projects must be able to demonstrate alignment with Australian Cricket and state/territory strategic infrastructure priorities

Applications must relate to permanent facility development or upgrade projects. Equipment, temporary facilities and/or planning projects are not generally eligible for funding

Cricket lighting projects (outdoor and indoor facilities) must align with AS 2560.2 (Australian Standard for cricket lighting).

New/upgraded synthetic pitches (including centre pitches and training net pitches) must include junior cricket pitch markings in line with Cricket Australia's recommended guidelines

Retrospective proposals will not be supported (i.e. projects that have already commenced)**

Correspondence from the local council or land manager must be provided acknowledging their consent for the project

Adoption of Australian Cricket's Child Safety Framework

Funding beneficiary must provide a post-completion acquittal on the funded project/s

**Please contact your State or Territory Infrastructure Manager (or equivalent) prior to submitting your application if your project does not/is unable to meet recommended facility guidelines.*

***The ACIF does not generally support projects that have already commenced construction, however, should circumstances require prior commencement (e.g. the facility has been damaged and requires immediate rectification works) it is recommended applicants contact your State or Territory Infrastructure Manager (or equivalent) to discuss project eligibility.*

Projects submitted by applicants with the following will be **highly regarded and prioritised**:

- Clear demonstration of how the project will support both the attraction and retention 5–12-year-old participants
- Female teams and participation programs (e.g. aspiration to establish new/additional teams)
- Embedded Australian Junior Cricket Pathway:
 - Woolworths Cricket Blast Program
 - Junior cricket stages 1-3
- Reference(s) to specific environmentally friendly initiatives within project scope and/or methodology

If your project does not meet the funding guidelines, please make contact with your relevant State or Territory Infrastructure Manager (or equivalent) to discuss how we may be able to assist you to develop your project or seek other funding opportunities.

WHAT WILL/WILL NOT BE CONSIDERED FOR FUNDING

The 2024-25 ACIF program is focused on supporting projects that will help attract and grow participation in cricket and delivering upon Australian Cricket's strategic priorities. Providing a safe, accessible, welcoming and fit for purpose environment is central to the ACIF. The table below provides an overview of the types of projects that will/will not be considered for funding:

Primary Supported Projects	Synthetic pitches (including junior cricket pitch markings) Synthetic practice facilities/nets (including junior cricket pitch markings) Inclusive change rooms and supporting amenity upgrades (players and umpires) Pavilions / clubrooms Playing field surface upgrade/redevelopment works (including drainage and irrigation) Lighting (playing field or practice facilities) Turf pitch/table rejuvenation works Turf practice facilities (nets) rejuvenation works Permanent shade/shelter structures Water harvesting Solar panel installation
Secondary Supported Projects	New/additional turf pitches/table New/additional turf practice facilities (nets) Portable irrigation systems Storage facilities (\$15,000 maximum grant amount) Permanent scoreboard structures* (\$15,000 maximum grant amount) Synthetic pitch covers**
Non-eligible projects	Sporting equipment e.g. temporary nets, stumps, turf pitch covers Field of play fencing Sight screens Temporary facilities e.g. temporary shade, temporary storage Projects that have already commenced construction*** Routine maintenance works and/or maintenance equipment e.g. rollers, mowers Facilities that have been previously funded (unless delivering a new facility component/separate stage of works) Projects where works have been covered by insurance Facilities with none or limited public use Projects unable to demonstrate how they will support the overall growth of community cricket

**Funding for permanent scoreboard structures will only be considered if the project:*

- Can clearly demonstrate community cricket participation growth outcomes
- Has partner funding (e.g. local Council, co-tenant club/sporting code)

- Has the appropriate IT functionality (and power supply) to support Cricket's scoring requirements

***Synthetic cricket pitch covers will only be funded if linked to a new/upgraded synthetic cricket pitch project.*

****The ACIF does not generally support projects that have already commenced construction, however, should circumstances require prior commencement (e.g. the facility has been damaged and requires immediate rectification works) it is recommended applicants contact your State or Territory Infrastructure Manager (or equivalent) to discuss project eligibility.*

ASSESSMENT CRITERIA

The ACIF assessment criteria provides a framework for assessing infrastructure projects. Applicants should ensure all assessment criteria is addressed when submitting an application.

No.	Criteria	Weighting
1	The proposal aligns with both Australian Cricket and State/Territory Strategic Infrastructure Priorities	30%
2	The project specifically supports increased participation in cricket, particularly in priority segments such as 5–12-year-olds, women and girls and culturally and linguistically diverse (CALD) community members	30%
3	The project’s scope and methodology is well defined	20%
4	The proposal demonstrates support by partners, including local government and other land managers, and confirms financial contributions	15%
5	The project delivers a strong return on investment	5%



Tanunda Recreation Park
Highly Commended, Cricket Australia Community Facility Project of the Year (2023/24)
Image Courtesy of Sam Cox (Tanunda Cricket Club)

HOW TO APPLY

Applications to the ACIF must be submitted to your relevant State or Territory Cricket Association via an online application form. Your State and Territory Association will announce when the ACIF is open for applications.

The level of documentation expected to be provided with your application varies for minor and major funding categories. The minimum documentation in addition to the completed application form is:

- Minor category – cost estimate/quote, photos of the existing facility, consent from the local council/land manager
- Major category – plans/design documentation, cost estimates/quotes, photos of the existing facility, letters of support, confirmation of funding sources, consent from the local council/land manager

Applications that don't provide the minimum required documentation will not be considered for funding. For further information, contact your relevant State or Territory Infrastructure Manager (or equivalent):

State / Territory	Name	Email	Website
Australian Capital Territory	Lauren Coates	Lauren.Coates@cricketact.com.au	www.cricketact.com.au
New South Wales	Dean Hunter	Dean.Hunter@cricketnsw.com.au	www.cricketnsw.com.au
Northern Territory	Tim Shaw	Tim.Shaw@ntcricket.com.au	www.ntcricket.com.au
Queensland	Tom Gibson	Tom.Gibson@qldcricket.com.au	www.qldcricket.com.au
South Australia	Alicia Clutterham	AClutterham@saca.com.au	www.saca.com.au
Tasmania	Alison Turner	Alison.Turner@cricket.com.au	www.crickettas.com.au
Victoria	Callum Dean	CDean@cricketvictoria.com.au	www.cricketvictoria.com.au
Western Australia	Brodie Green	Brodie.Green@wacricket.com.au	www.wacricket.com.au

It is a condition of funding that all projects submitted to the ACIF align with Cricket Australia's **Community Cricket Facility Guidelines**.



Maroondah Edge, Jubilee Park (Ringwood)
Winner, Cricket Australia Community Facility Project of the Year (2023/24)
Image Courtesy of Maroondah City Council



AUSTRALIAN CRICKET INFRASTRUCTURE FUND

Revised August 2024

MEETING DETAILS	Engineering and Infrastructure Standing Committee Meeting Wednesday 12 March 2025
AUTHOR	Robert Perna
AUTHOR POSITION	Director Engineering and Infrastructure

5.4 MEMORIALS AND PLAQUES ON COUNCIL OWNED OR MANAGED LAND POLICY UPDATE

EXECUTIVE SUMMARY

This report seeks Council’s consideration to review and adopt the updated Memorials and Plaques on Council Owned or Managed Land Policy EI-POL-144.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Repeals Memorials and Plaques on Council Owned or Managed Land Policy (EI-POL-144) version 1.**
- 2. Adopts the revised Memorials and Plaques on Council Owned or Managed Land Policy (EI-POL-144) version 2.**

BACKGROUND

Council adopted the Policy in October 2024. With use and feedback from internal departments amendments have been identified.

Resolution No.:	8918		
Moved:	Cr Viv Coleman	Seconded:	Cr Rachel Anderson
That Council:			
1. Adopts the Memorials and Plaques on Council Owned or Managed Land Policy (EI-POL-xxx) subject to amendment of removal of restrictions of twelve months from deceased date.			
2. Adopts the amended Roadside Burning Policy (EI-POL-143).			
a. Notes the Roadside Burning Guideline.			
b. Notes the Application to Burn Roadside Reserves.			
Carried			

The policy has been updated to include the removal of the twelve-month restriction as per Resolution No. 8918 and also reflects the internal discussions and feedback with minor and major changes outlined below.

MINOR CHANGES

Objective

- Omission of “community” to incorporate all requests
- Inclusion of “facilities” to incorporate all Council owned or managed assets

Relocation and Removal

- Amendment of wording to include safety as rationale for removal or relocation of memorial/plaques and the process that will be followed by Council

Legislation and Related Guidelines

- Inclusion of reference to *Land Regulation 2020*

Other

- Various minor changes to provide clarity but not alter the intent of the overall policy

SIGNIFICANT CHANGES

Scope

- Inclusion of additional matters that are not covered by the policy:
 - Naming of roads/streets and Council-owned and managed infrastructure assets as this is covered under Council’s Naming of Roads and Community Infrastructure Policy
 - Upgrades or additional plaque installations covered under Council’s Moranbah Miners’ Memorial Policy
 - Donations covered under Council’s Original Material Collection Policy

Definitions

- Inclusion of additional definitions and amendments to existing entries to remove ambiguity

Eligibility Criteria

- Amended to include use of clearer language following consultation with internal departments
- Inclusion of additional criteria provide a basis for objective decision-making

Commemorative Trees and Plantings

- Inclusion of favourable considerations for planting of memorial trees in suitable locations to reflect Council’s commitment to the environment

Donated Assets

- Inclusion of manner by which a recognition of donation may be made to minimise onsite forms of recognition
- Inclusion of a clause to outlining Councils right to refuse any proposal or accept under the Original Materials Collection Policy.

Application and Installation/Requests and Installation

- Clarification of application process and Council's assessment process

IMPLICATIONS

The policies will assist Council in ensuring requests and works meet design standards and legislative obligations.

The policies have no financial implications to Council.

CONSULTATION

- Manager Infrastructure
- Manager Galilee and Bowen Basin Operations
- Manager Engaged Communities
- Manager Community Education and Compliance
- Manager Waste Services
- Safety Officers

BASIS FOR RECOMMENDATION

The policy has been updated to align with current processes, best practices and standards.

It provides clear direction to community and council and its staff in the management of Infrastructure Planning and Technical Services processes.

ACTION ACCOUNTABILITY

Director Engineering and Infrastructure is responsible for implementation of the policy.

Manager Governance and Corporate Services to update the Policy Register, ECM, IRIS and external website.

KEY MESSAGES

Council is committed to meeting its legislative responsibilities and ensuring effective Policies and Procedures support the operations of Council.

Report prepared by:	Report authorised by:
ROBERT PERNA	CALE DENDLE
Director Engineering and Infrastructure	Chief Executive Officer
Date: 4 March 2025	Date: 6 March 2025

ATTACHMENTS

- Attachment 1 – Draft Memorials and Plaques on Council Owned or Managed Land Policy EI-POL-144 - version 2
- Attachment 2 – Memorials and Plaques on Council Owned or Managed Land Policy – version 1

REFERENCE DOCUMENT

- Nil

MEMORIALS AND PLAQUES ON COUNCIL-OWNED OR MANAGED LAND

APPROVALS

POLICY NUMBER	EI-POL-144	DOC.ID	5281647
CATEGORY	Council Policy		
POLICY OWNER	Manager Infrastructure Planning and Technical Services		
APPROVAL DATE	30 October 2024	RESOLUTION NUMBER	8918

DRAFT

OBJECTIVE

The objective of this policy is to provide a framework that sensitively deals with the approval, installation and management of requests for plaques and memorials that publicly commemorate the life of a deceased person, a group of people, association or event on facilities or land owned or managed by Council.

SCOPE

This policy sets out guidelines for the installation, placement and management of plaques or memorials on Council-owned or managed facilities and land. This policy does not apply to:

- Significant cultural heritage sites defined under the *Aboriginal Cultural Heritage Act 2003* or *Torres Strait Islander Cultural Heritage Act 2003*.
- Memorials covered under Council's Roadside Memorials Policy.
- Naming of roads/streets and Council-owned and managed infrastructure or assets covered under Council's Naming of Roads and Community Infrastructure Policy.
- Public artwork such as statues, sculptures or murals.
- Plaques or memorials in Council-owned cemeteries including headstones monuments, inscription plates, gravestones, cenotaphs, tombstones or any other structure of physical object.
- Plaques or memorials to be installed in relation to a Council or Government-funded project.
- War memorials, sites and remembrance plinths established in conjunction with ex-service organisations (e.g. Royal Services League).
- Upgrades or additional plaque installations covered under Council's Moranbah Miners Memorial Policy.
- Donations covered under Council's Original Materials Collection Policy.

Council may, at its discretion, install a plaque or memorial on Council-owned or managed land outside the scope of this policy.

DEFINITIONS

TERM / ACRONYM

MEANING

Council	Isaac Regional Council
Donated Asset	<p>A physical object, item or artefact of enduring and significant interest and benefit to the community that represents, is related to, and commemorates the contribution made to the region's heritage, civic, cultural or political history by a person, group, place or event.</p> <p>Donated assets are voluntarily and irrevocably transferred by an individual, group or organisation to Council without any expectation of compensation or benefit</p>

	The installed item is usually accompanied by a plaque or inscription which explains its presence.
Memorial	<p>A two or three-dimensional object or feature designed to commemorate a person, group, place or event, including but not limited to:</p> <ul style="list-style-type: none">• a sculptural or artistic work;• a water, horticultural or landscape element;• bust or statue; or• donated asset. <p>A memorial is usually accompanied by a plaque or inscription which explains its presence.</p>
Plaque	A flat piece of metal, stone or other durable material with a two-dimensional face displaying text and/or images to commemorate a person, group, place or event. Plaques are fixed to inanimate objects such as pavements, buildings, outdoor furniture, poles, etc.

POLICY STATEMENT

Council recognises that members of the community may wish to publicly and visibly commemorate the life of a deceased person, a group of people, association, event or place. Additionally, Council is equally committed to minimising the risks and environmental impact of plaques or memorials and through this policy will ensure that public open spaces serve their intended purpose and do not become dominated by plaques or memorials.

This policy has been developed to ensure plaques and memorials are placed in a safe location, can be easily maintained, do not cause issues for adjacent property owners and will cause minimum distraction or create hazards for others.

ELIGIBILITY CRITERIA

In assessing proposals Council will consider the following factors in determining whether a proposal will be approved:

- The number of existing plaques or memorials at the location.
- Any masterplans, concept plans or future development of the location.
- Planning, building or other legislative requirements.

Council will apply the following principles when considering whether to commemorate an individual or association:

- If the proposal is to commemorate an individual, that individual must have been held in strong regard by the community (evidenced by supporting documents supplied with the proposal).

- Individuals that are still alive should not be commemorated as community attitudes and opinions can change over time.
- Plaque or memorial installations solely for personal or family-related purposes, or pets are not permitted.
- The plaque or memorial must relate to unique, significant contributions made to the region's heritage, civic, cultural or political history and must be of enduring interest to the community across generations. Such contributions must not have been directly enabled by any special advantage of paid employment, allowance while in office, other financial reimbursement, or similar payment.
- The subject of commemoration must have a strong association or significance to the proposed location of the memorial.
- The plaque or memorial must have direct historic, cultural, social or geographic relevance to the site where the installation is proposed and be in a place that enables it to be reflected on and allow for communities to gather.
- The commemoration must not identify a corporate, commercial or business entity.
- A financial contribution alone is not grounds for recognition.
- The person, group or event has not already been commemorated elsewhere in the region.
- The approval of a proposal does not result in any one location reaching saturation point
- The plaque or memorial preserves, contributes or enhances (and does not interfere with or detract from) the amenity, purpose or function of the proposed location.
- Council operations and community access can continue to occur in a safe, secure and efficient manner.
- Adverse impacts to the surrounding environment, businesses and residents are mitigated.
- The plaque or memorial does not, in the opinion of Council, have the potential to be offensive or have religious or political affiliation, discriminate or be offensive.
- Plaques or memorials may be considered for commemoration of the following:
 - An individual who is a member of, and made substantial contribution to, the region and their contribution was considered as significant, beyond what would be reasonably expected through paid or voluntary work and one that stands out from others who make or have made a valuable contribution.
 - A group or association in the region who have made an outstanding and substantial contribution to the region as described above.
 - A heritage or cultural event which has a deep connection to the community or is of national or state significance.

DESIGN

The design, colour and size of plaques and memorials are required to:

- Be aesthetically suitable to the location and relate to the proposed site or contribute to the design or function of the building, space or site;
- Conserve the cultural character and natural environment of the building, space or site;
- Be free from logos or branding; and
- Be compliant with planning and/or building permit requirements, where applicable.

COMMEMORATIVE TREES AND PLANTINGS

Favourable consideration will be given to the planting of memorial trees in suitable locations (as determined by Council) across the region (i.e. parks, reserves etc.) in keeping with Council's direction for responsible management of the region's natural environment.

Where a new planting is proposed, Council reserves the right to select the tree species in accordance with the planting scheme at the requested site and timing of the planting will be scheduled in line with Council's works program. No more than one plaque per tree will be approved and will not be directly attached to the tree but placed in close proximity.

Proposals incorporating an existing tree or grove of trees will be managed as a proposal for a plaque.

Council will not be responsible for the establishment and ongoing maintenance of trees or plantings and cannot guarantee their longevity. Any future replacement of commemorative trees or plantings required will be at the applicant's cost.

DONATED ASSETS

From time to time, Council may consider proposals for donated assets that serve a commemorative and/or community purpose. Such proposals will be considered in the following circumstances:

- The donation aligns with Council's service standards, strategies, plans and policies.
- The provision and installation does not present a considerable cost to Council.
- The location is to be determined at Council's sole discretion having regard for the circumstances and intent of the proposal.
- The asset is acceptable for inclusion in Council's asset management processes and system.

Recognition of all donations may be made by direct acknowledgment to the donor (e.g. letter of acknowledgment, social media post, etc) to minimise on-site forms of recognition. A donor's request for anonymity included within their proposal will be respected with only direct acknowledgement.

Council may choose to refuse any proposal due to the whole of life costs, relevance to the region, existing and/or similar assets, available space associated with provision of the asset. Council reserves the right to request to receive the proposed donation under its Original Materials Collection Policy where they deem it more appropriate to manage the asset under that policy and principles.

Council does not guarantee the retention of any asset beyond its serviceable life.

REQUESTS AND INSTALLATION

Applicants should submit a proposal in writing and include supporting documentation to Council for approval. The request should include the following:

- Background information on the proposed memorial or plaque, justification for such an installation and addressing the principles within this policy;
- Evidence of strong community support through consultation on the proposal (e.g. letters of support);
- Preferred location plans and/or photographs of the surrounding location so that it may be accurately located by Council;
- Specific details of design, size, wording, shape, construction materials and installation requirements;
- Written consent from the association or the individual's next of kin;
- Any other pertinent information.

Factual information associated with the proposal must be thoroughly researched by the applicant, broadly accepted by the community and able to be easily verified by Council. Any request for the placement of a plaque or memorial within public space that is managed by but not owned by Council will initially be assessed by Council referring to this policy. If assessed by Council as conforming to this policy, the request will be referred to the landowner for final approval. Approval from other responsible authorities may be required if a plaque or memorial is proposed on land controlled by legislation

Council may install or assist in the installation of approved memorials or plaques to ensure its placement is in accordance with Council requirements and consideration is given for the safety of others. Council accepts in good faith that information provided by the applicant is true and correct and that they are acting in accordance with family/organisations wishes. Therefore, Council accepts no responsibility for any dispute between relatives or the community over approvals, content, wording, location, etc.

Council reserves the right to impose certain conditions on any approval upon assessment and consideration of the proposal.

Where there are existing plaques or memorials in the region that predate this policy, the existence of an existing plaque or memorial should not be taken as a precedent for the approval of any future plaques or memorials.

MANAGEMENT OF PLAQUES AND MEMORIALS

Upon installation the plaque or memorial becomes the property of Council. Council will not accept responsibility for the maintenance or replacement of any memorial or plaque, or the loss, damage, removal or relocation that may occur due to operations, maintenance, construction activities, theft or vandalism.

Plaques and memorials deemed to present a safety hazard will immediately be removed by Council.

Plaques and memorials and their location are not set in perpetuity but remain effective until such time as it is deemed that they should be relocated or removed (see following section).

RELOCATION AND REMOVAL

Council has authority to relocate, remove or retain plaques and memorials at their discretion. Reasons for relocation and/or permanent removal includes (but is not limited to):

- Poor condition, vandalism, theft or other malicious acts.
- A safety concern, objection, complaint or issue arises regarding any aspect of the plaque or memorial, including the activity of visitors to the site.
- The asset to which the plaque or memorial is attached to has reached the end of its useful life.
- Ongoing maintenance or restoration costs have become prohibitive.
- The use of the overall site has changed significantly.
- The person/body/entity being commemorated has been discredited or dishonoured.
- There is very strong community desire to remove.
- The acknowledgement is duplicated elsewhere in the region.
- Any other reason deemed appropriate at Council's discretion.

All circumstances surrounding the potential relocation or removal of plaques or memorials will be carefully considered. If the plaque or memorial is required to be removed, Council will make every endeavour to contact the donor to return plaques and memorials but cannot guarantee that this will be possible in all cases.

There may be times when works are required at the location of a memorial or plaque. When this is needed, Council will safely and carefully relocate the plaque or memorial for the duration of the works and then replace it, where possible (the plaque or memorial still meets the eligibility criteria post-works).

LEGISLATIONS AND RELATED GUIDELINES

- *Local Government Act 2009* (LGA)
- *Land Act (Qld) 1994*
- *Land Regulation 2020*
- Local Law No. 4 (Local Government Controlled Areas, Facilities & Roads)

DOCUMENT ID/NAME

NIL

MEMORIALS AND PLAQUES ON COUNCIL OWNED OR MANAGED LAND

APPROVALS

POLICY NUMBER	EI-POL-144	DOC.ID	5281647
CATEGORY	Council Policy		
POLICY OWNER	Manager Infrastructure Planning and Technical Services		
APPROVAL DATE	XXXX	RESOLUTION NUMBER	XXXX

VERSION

OBJECTIVE

The objective of this policy is to provide a framework that sensitively deals with the approval, installation and management of community requests for commemorative plaques and memorials that publicly commemorate the life of a deceased person, a group of people, association or event on land owned and managed by Council.

SCOPE

This policy sets out guidelines for the for installation, placement, maintenance and removal of plaques and memorials on Council owned or managed land. This policy does not apply to:

- Significant cultural heritage sites defined under the *Aboriginal Cultural Heritage Act 2003* or *Torres Strait Islander Cultural Heritage Act 2003*.
- Memorials covered under Council's Roadside Memorials Policy.
- Public artwork such as statues, sculptures or murals.
- Plaques, memorials or monuments in Council-owned cemeteries.
- Plaques or memorials to be installed in relation to a Council or Government funded project.
- War memorials, sites and remembrance plinths established in conjunction with ex-service organisations (e.g. RSL).
- The Moranbah Miners Memorial.

Council can at its discretion install a memorial or plaque on Council-owned or managed land outside the scope of this policy.

DEFINITIONS

TERM / ACRONYM	MEANING
Council	Isaac Regional Council
Plaque or Memorial	An object or feature designed to recognise a person, group or event.

POLICY STATEMENT

Council recognises that members of the community may wish to publicly commemorate the life of a deceased person, a group of people, association or event through the provision of a memorial or plaque. Additionally, Council is equally committed to minimising the risks and environmental impact of memorials and plaques and through this policy will ensure that public open spaces serve their intended purpose and do not become dominated by memorials.

This policy has been developed to ensure memorials and plaques are placed in a safe location, can be easily maintained, do not cause issues for adjacent property owners and will cause minimum distraction or create hazards for others.

ELIGIBILITY CRITERIA

When considering whether to commemorate an individual or association, Council will apply the following principles:

- Ensuring that if the proposal is to commemorate an individual, that individual must have been held in strong regard by the community.
- Avoiding commemorating individuals that are still alive because community attitudes and opinions can change over time.
- Commemorations of individuals that have been deceased for less than twelve (12) months will generally not be considered except under exceptional circumstances.
- The approval of a proposals does not result in any one location reaching saturation point or interfering with the intended purpose of the region's parks, gardens, facilities, open spaces or reserves.
- There is no negative impact on future land use planning or maintenance expenditure of Council.
- Council operations and community access should be able to occur in a safe, secure and efficient manner.
- Adverse impacts to the surrounding environment, businesses and residents are mitigated.
- The name must not identify a corporate, commercial or business entity and financial contribution alone is not grounds for recognition.
- The person, group or event has not already been commemorated elsewhere in the region.
- The commemoration does not have the potential to be offensive or have religious or political affiliation, discriminate or be offensive.

DESIGN

Design of memorials and plaques are required to:

- Be aesthetically suitable to the location;
- Relate to the proposed site or contribute to the design or function of the building/space;
- Conserve the cultural character and natural environment of the building/space;
- Where applicable be compliant with planning and/or building permit requirements

COMMEMORATIVE TREES AND PLANTINGS

Council reserves the right to select the tree species in accordance with the planting scheme at the requested site and timing of planting will be in line with Council's works program. No more than one plaque per tree will be approved and will not be directly attached to the tree but placed in close proximity.

Council will not be responsible for the establishment and ongoing maintenance of trees or plantings and cannot guarantee their longevity. Replacement of commemorative trees or plantings will be at the applicant's cost.

DONATED ASSETS

From time to time, Council may consider proposals for donated assets that serve a commemorative and/or community purpose. Such proposals will be considered in the following circumstances:

- The donation aligns with Council's service standards, strategies, plans and policies.
- The provision and installation does not present a cost to Council.
- The location is to be determined at Council's sole discretion having regard for the circumstances and intent of the proposal.
- The asset is acceptable for inclusion in Council's asset management processes and system.

Council may choose to refuse any proposal due to the whole of life costs associated with provision of the asset. Council does not guarantee the retention of any asset beyond its serviceable life.

APPLICATION & INSTALLATION

Applicants shall submit documentation in writing to Council for approval. This documentation should include:

- Background information on the proposed memorial or plaque and justification for such an installation;
- Evidence of community support through consultation for the application (e.g. letters of support);
- Location plans and photographs of the surrounding location so that it may be accurately located by Council;
- Details of design, wording, construction materials and installation requirements; and
- Written consent from the association or from the family (next of kin) of the individual.

In assessing applications Council will consider the following factors in determining whether an application will be approved:

- The number of existing memorials or plaques at the location.
- Any future development of the location.
- Planning, building or other legislative requirements.

Council may install or assist in the installation of approved memorials or plaques to ensure its placement is in accordance with Council requirements and consideration is given for the safety of others.

Council will not consider applications under this policy that commemorates a person, event or occasion already memorialised in the region or one which will interfere with the purpose and use of the proposed location.

RESPONSIBILITIES

Council will not accept responsibility for the maintenance of any memorial or plaque, or the loss, damage, removal or relocation that may occur due to operations, maintenance, construction activities or vandalism.

Memorials and plaques presenting a safety hazard will immediately be removed by Council.

Any objection or complaint regarding an aspect of a memorial, including the activity of visitors to the memorial, will be carefully considered and if necessary, the memorial may be relocated or removed by Council.

RELOCATION AND REMOVAL

There may be times when works are required at the location of a memorial or plaque. When this is needed, Council will safely and carefully relocate the memorial/plaque for the duration of the works and then replace it if practicable. Every attempt will be made by Council to contact and consult those affected prior to the removal or relocation.

Approved plaques, memorials may be permanently removed due to:

- Poor condition, vandalism, theft or other malicious acts.
- The asset to which the plaque or memorial is attached to has reached the end of its useful life.
- Ongoing maintenance or restoration costs have become prohibitive.
- The use of the overall site has changed significantly.
- The person/body/entity being commemorated has been discredited or dishonored.
- There is very strong community desire to remove.
- The acknowledgement is duplicated elsewhere in the region.
- Any other reason deemed appropriate at Council's discretion

LEGISLATIONS AND RELATED GUIDELINES

- *Local Government Act 2009* (LGA)
- Local Law No. 4 (Local Government Controlled Areas, Facilities & Roads)

DOCUMENT ID/NAME

NIL

MEETING DETAILS	Engineering and Infrastructure Standing Committee Meeting Wednesday 12 March 2025
AUTHOR	Darrin Anderson
AUTHOR POSITION	Acting Manager Corporate Properties

5.5 CORPORATE PROPERTIES DEPARTMENT OPERATIONAL UPDATE – DECEMBER 2024 TO FEBRUARY 2025

EXECUTIVE SUMMARY

This report is to provide Council with an update on the Corporate Properties operational program.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the Corporate Properties Department Operational Update – December 2024 – February 2025.**

BACKGROUND

The below information highlights the operational activities of the Corporate Properties Department.

MANAGER HIGHLIGHTS

Special congratulations to the dedicated team who have been working diligently to ensure the ongoing operation of our services notwithstanding our staff shortages. The attitude and achievements are a credit to them all.

Our team has successfully managed to maintain control over the BMR (Building Maintenance Requests) lists and ensure that our maintenance contracts are organised and scheduled. They have also been proactive in addressing maintenance contracts that are nearing expiration by going out to market for renewals. The following are some examples of the teams recent works:

- 1. RCD Testing and Tagging:** The testing and tagging of Residual Current Devices (RCDs) at our facilities, these are being completed through the collaborative efforts of the team. This critical work ensures the safety and compliance of our facilities.
- 2. Air Conditioner Maintenance:** The team has been handling numerous BMRs related to air conditioner breakdowns in both our housing stock and facilities buildings. The absence of a preventative maintenance program for air conditioners has led to multiple units failing during the hotter months. Industry standards recommend servicing air conditioning units every 1-2 years. We have requested additional funds in next year's budget to facilitate this servicing.
- 3. Roof Gutter Maintenance:** There has been a noticeable increase in roof gutter leaks, likely due to debris accumulation. This issue has also been attributed to the lack of a preventative maintenance program. We have submitted a PAG (Project Approval Group) bid for next year's capital program to engage a contractor to clean, inspect, and report on the condition of our gutters. This will enable us to develop a scope of work

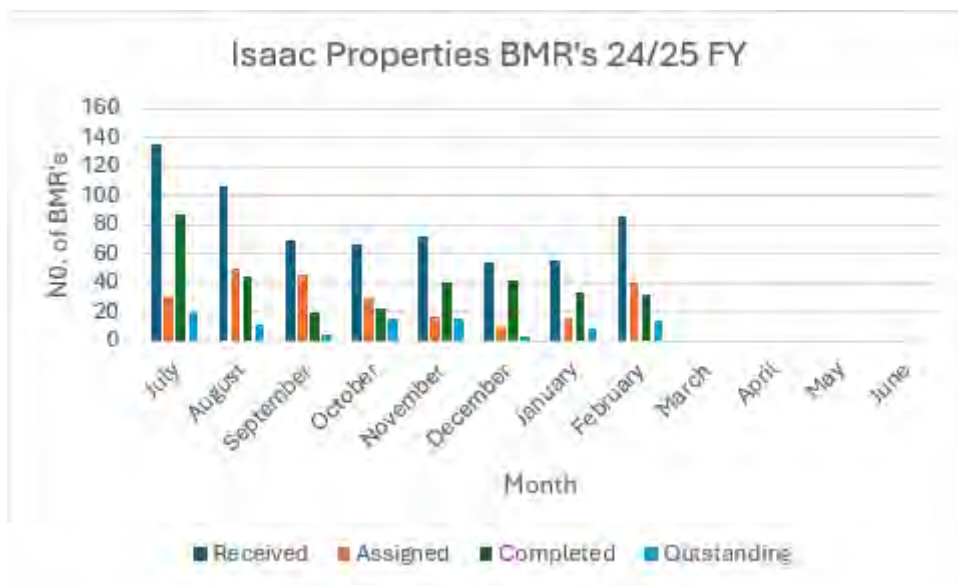
for necessary repairs or replacements. Our ultimate goal is to install high-quality gutter guards to prevent debris buildup, thereby reducing BMR requests.

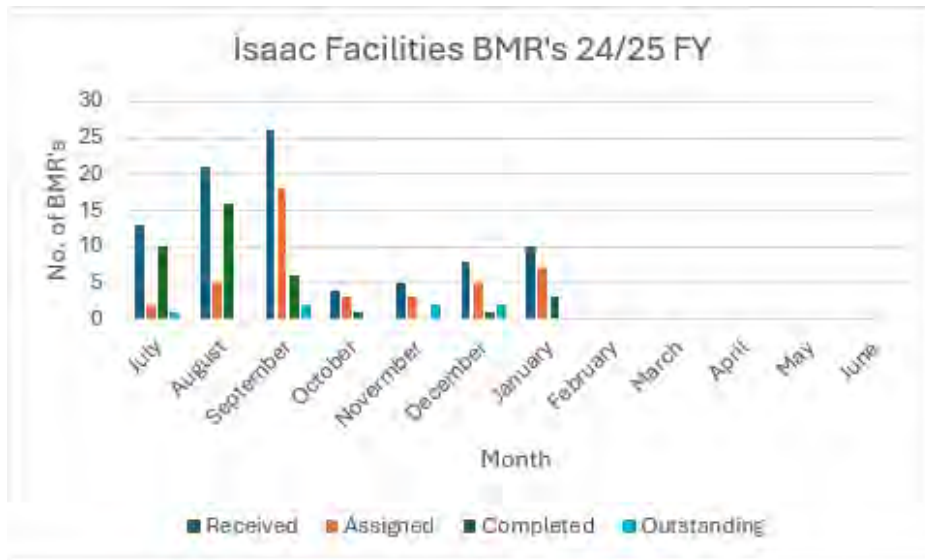
4. *Remediation water damaged office in P&C area:* An air conditioner drainpipe was blocked and water overflowed into wall frame. The team organised for a contractor to attend and complete this job.



BUILDING MAINTENANCE REQUESTS

Below are two charts illustrating the BMR activity.

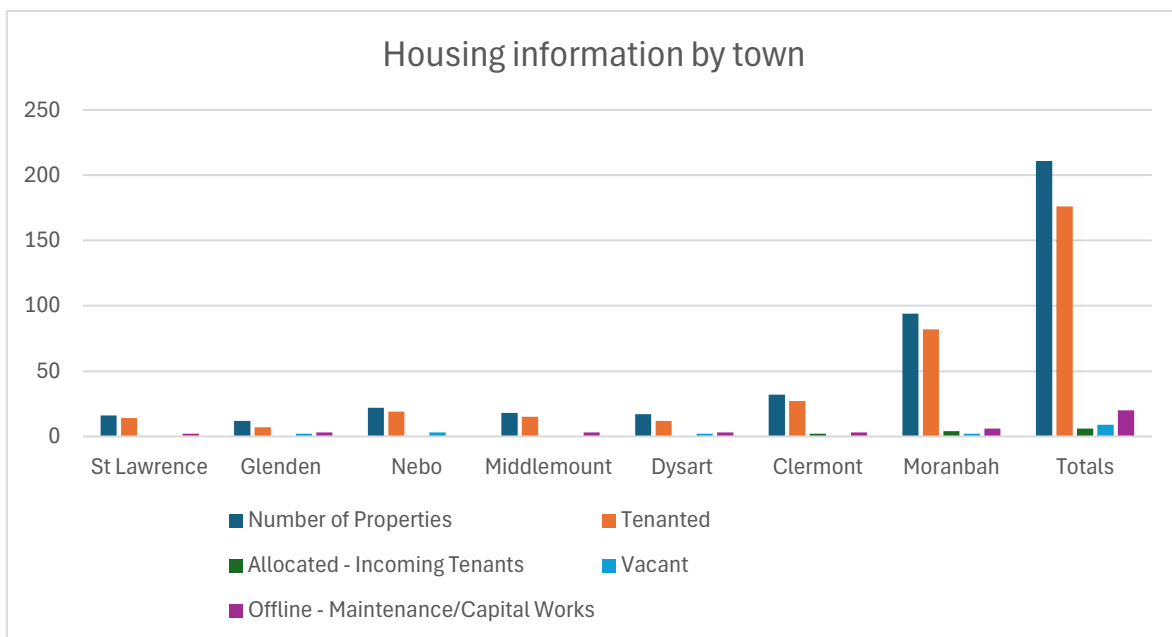




Property Management

We have been working closely with the People and Culture (P&C) Department to ensure that housing is prepared and ready for incoming new staff members.

In our effort to improve our services, we are currently in the process of improving our tenancy reporting system. This system will eventually enable us to capture more accurate and reportable data, which will be available for future planning and decision-making.



Capital Works:

The capital works program is on track for completion by the end of June, with only one potential carryover, CW243246 - Isaac Solar due to engineering challenges with the Moranbah building. We remain optimistic about bringing this project back on schedule.

Our trades team is currently operating with only four members. Due to this shortage, the team has been primarily focused on the smaller capital projects and maintenance tasks, while the larger projects are being outsourced to contractors.

One of the larger projects is the refurbishment of eight properties affected by waterproofing issues. These properties are expected to be fully refurbished and returned to the housing stock by the end of May or early June. The contractor is ahead of the original schedule and anticipates possibly handing over two to three of the properties by early April, allowing them to be reoccupied sooner than expected.

I would like to commend all of the Corporate Properties team for their hard work and dedication during this difficult period. Their efforts have been crucial in maintaining our operational and capital works programs.

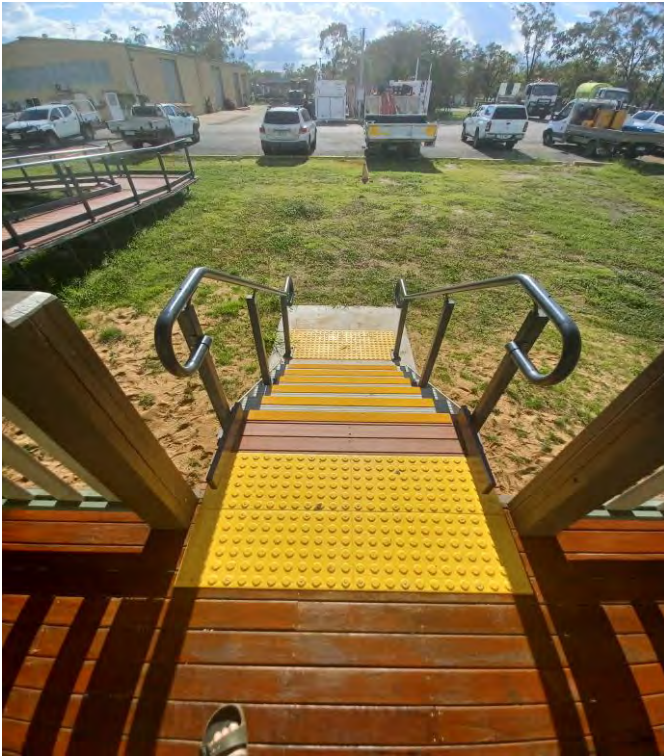
CW243246 - Isaac Solar

The project is to install solar panels on the Moranbah building and has been delayed with difficulty locating the “as constructed plans” for the building. We require these plans as the solar panels will create additional uplift forces to the building and we need to know if the existing tie down fixtures will cover the added uplift or if not, we need to know how much additional tie down is required and where. An engineering firm has been engaged to complete this review.

CW243214 – Nebo Depot Amenities Upgrade

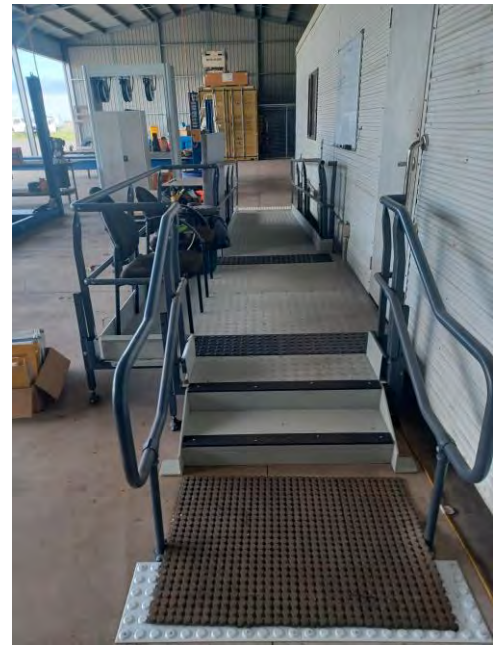
This project included the design and construction of a disabled access ramp and stairs, enhancing accessibility to the depot side of the building. The toilet fixtures have been upgraded, and the roof cladding has been thoroughly cleaned. Additionally, the polycarbonate roof cladding has been removed and replaced to ensure durability. Both the internal and external wall claddings have been painted, and new toilet systems have been installed. The demountable office adjacent to the Amenities has also been renovated, with the external wall cladding replaced, providing a refreshed workspace for our staff.






CW243207 - CORP - 5 Year Depot Upgrades

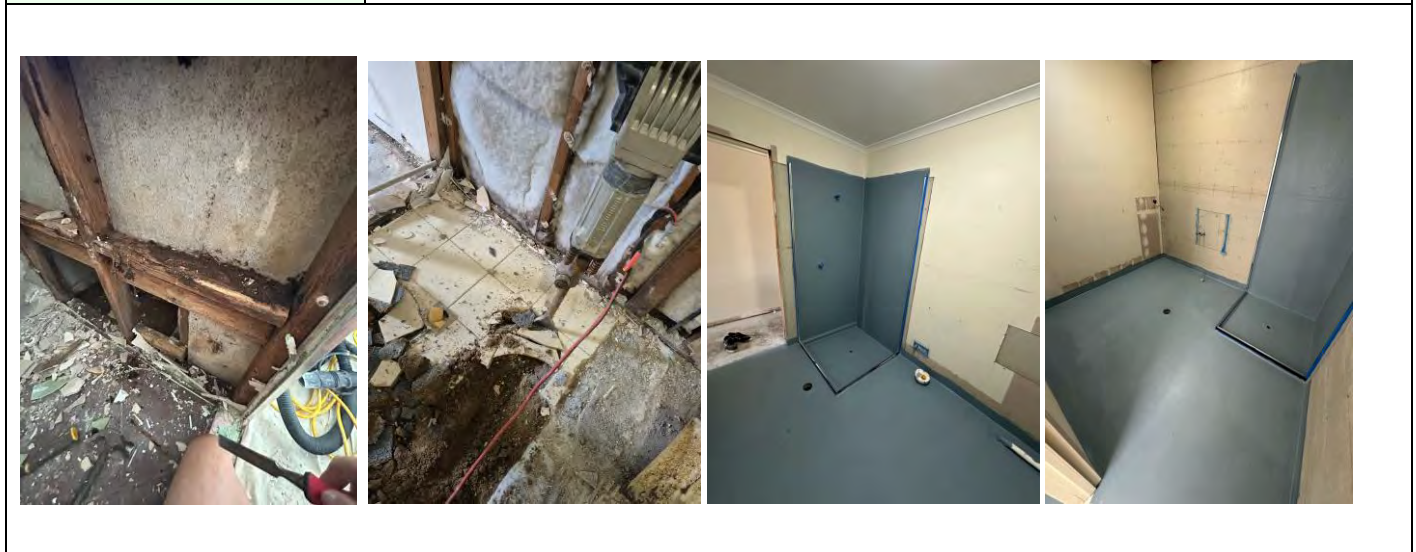
This project involved the design and construction of a disabled access ramp to facilitate access to the demountable office building within the fitters shed. The project is nearing completion, with only the installation of a suitably sized door and frame remaining to allow wheelchair access.



CW253311 Residential Renewals 2025

<u>2 Bovey St, Nebo</u> Completed November	Painting of the deck and carport ceiling, general maintenance internally, remove and replace floor coverings in bedrooms, lounge room, hallway and dining area, new window furnishings
<u>1 Fisher St, Dysart</u> Completed December	Bathroom strip out due to cracked bath, completely new bathroom & laundry, internal repaint, remove, replace & paint two external entrance doors, removal and rectification of rear patio
<u>73 Clarence Baker Dr</u> Completed January	Repair termite damages to walls and repaint, exterior painting of gable and associated posts. Remove and replace window, door and window furnishings.
<u>34 McCool St</u> In progress	Scheduled March 2025. Demolition, design & rebuild of non-compliant deck, fence installation, exterior cladding rectification, painting of cladding and deck.
<u>27A Archer Dr, Moranbah</u> In progress	Scheduled May 2025. Remove and replace four internal doors, remove and replace rear decking boards, rectification of external cladding, removal & rectification of non-compliant rear patio, external & internal painting, install new concrete slab
<u>2 Cook Cr, Dysart</u> In progress	Scheduled April 2025. Demolition, design & rebuild of non-compliant rear patio deck, internal and external paint, new clothesline and concrete path, floor coverings, window and door new window furnishings & air conditioners.
<u>4 Kitchener St, Clermont</u> In progress	Scheduled March 2025. General cosmetic carpentry including flyscreens, door locks, adjusting cupboards and doors, rectification of windowsills, remove and replace window gaskets and window locks, internal & external paint. Nearly ready for occupancy, just awaiting flooring and window furnishings.
<u>10 Kemmis street</u> In progress	Scheduled to start late March and be completed mid-May. Rectification of non-compliant and poorly finished bathroom and house upgrades. Demolition, remediation and replacement of bathroom, kitchen and toilet areas. Remove and dispose wall sheeting to hallway, rebuild linen cupboard in hallway, remove kitchen splash back tiles and wall sheeting to inspect wall frame, repair wall frames internal repaint & new window furnishings.
<u>55 Water St, Nebo</u> Procurement	Project is in the final stages of being awarded. Demolition, remediation and replacement of bathroom Demolition and rectification of non-compliant work done by past Trades Team, general carpentry maintenance, remove and replace electrical and plumbing fixtures and new floor coverings internal repaint. Project is expected to be completed by June 2025.
<u>3 Brennan St, Dysart</u> Procurement	Project is in the final stages of being awarded. Remove old fencing and replace with colourbond fencing to perimeter of house. Demolition, remediation and replacement of bathroom, kitchen and toilet areas. Remove and replace with modern fittings & fixtures, removal of box A/Cs and rectification of the hole left in the wall. Project is expected to be completed by June 2025.
<u>12 Hannay Street</u> In progress	Scheduled April 2025. Demolition, remediation & replacement of bathroom, ensuite and toilet areas, full internal & external repaint & new window furnishings.

	
<p><u>Bathroom Rectifications</u></p> <p><u>5x units – 17 Utah Drive, Moranbah</u></p> <p>In progress</p>	<p>Scheduled April 2025. Demolition, remediation & replacement of bathroom and toilet areas. Remove, dispose & replace all floor coverings, full internal repaint & new window furnishings.</p>



ACTION ACCOUNTABILITY

The Acting Manager Corporate Properties and the leadership team are accountable for delivery of effective works across the region.

KEY MESSAGES

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

<p>Report prepared by: DARRIN ANDERSON Acting Manager Corporate Properties Date: 3 March 2025</p>	<p>Report authorised by: ROBERT PERNA Director Engineering and Infrastructure Date: 4 March 2025</p>
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS	Engineering and Infrastructure Standing Committee Wednesday 12 March 2025
AUTHOR	Sean Robinson
AUTHOR POSITION	Manager Galilee and Bowen Basin Operations

5.6 GALILEE AND BOWEN BASIN DEPARTMENT OPERATIONAL UPDATE – DECEMBER 2024 TO FEBRUARY 2025

EXECUTIVE SUMMARY

The intent of the report is to provide an update on the activities undertaken by the Galilee and Bowen Basin Operations department over the previous quarter.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the operational update provided for the Galilee and Bowen Basin Operations Department – December 2024 to February 2025.**

BACKGROUND

Quality and Compliance

Quality Management

As part of the documentation required to support the effective and efficient delivery of works by our internal crews, the Galilee and Bowen Basin Operation (GBBO) team administers the internal Quality system. This system aims to ensure that our works are compliant to current standards, focusing on road maintenance and resheeting works, however consultation is extending across to supporting other departments within engineering and infrastructure. Key activities include

- Reviewing existing documentation to ensure compliance with current standards and operational requirements.
- Auditing of completed project Quality documentation.
- Administering Non-Conformance Reports (NCR) where activities undertaken by our internal crews do not comply with the required standards
 - A total of 9 NCR's were raised for works completed in December - February
 - 7 remain outstanding and are with the applicable Infrastructure Coordinator/Manager
 - 2 have been closed out

Heavy Vehicle National Law

The below image is intended to provide a comparison to the number of permits processed across financial years. There is a trend demonstrating a reduction in permits issued, however it is unable to determine reasons why.

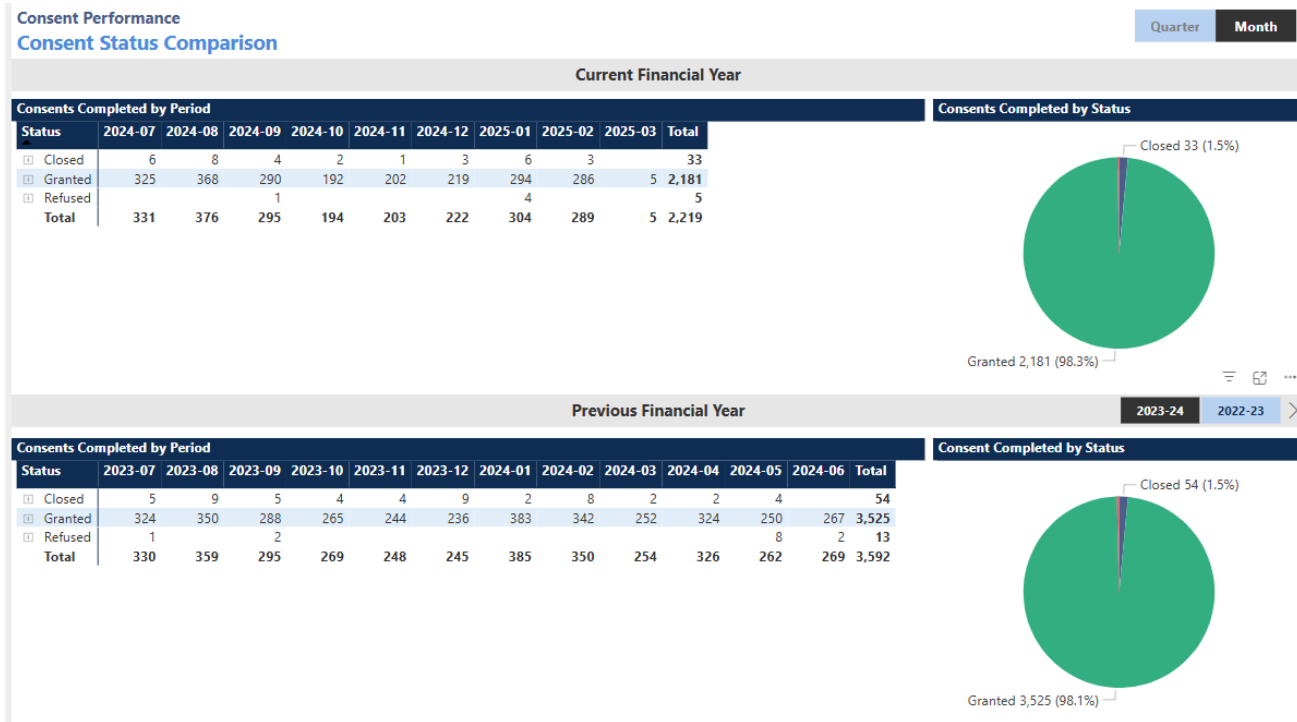


Figure 1: Financial Year comparison for permits issued

In addition to the total number of permits issued, the team continues to maintain an average processing time of well within the statutory 21 days in which we have for route assessments. This is facilitated through effective understanding of the network from our permit officers and collaboration with industry to establish effective pre-approved routes. These pre-approvals improve efficiency for industry while reducing the day-to-day workload for internal permit officers.

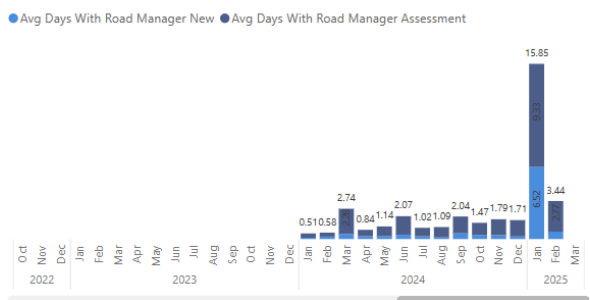
Consent Performance

Consent Performance by month

Average days with Road Managers

All figures below are averages for the selected period
Due to inconsistencies in consent tracking, Total Time will not currently reflect the sum of New and Assessment time.
New and Assessment times are given for trend level analysis and guidance.

New Time The period between receipt and allocation	0.32
Assessment Time The period of assessment prior to completion	1.09
Total Time The total time the consent was in the system	1.41



Total Consents

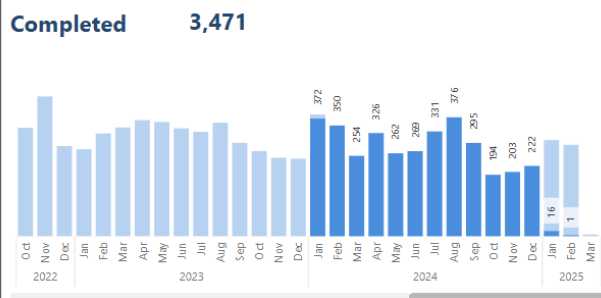
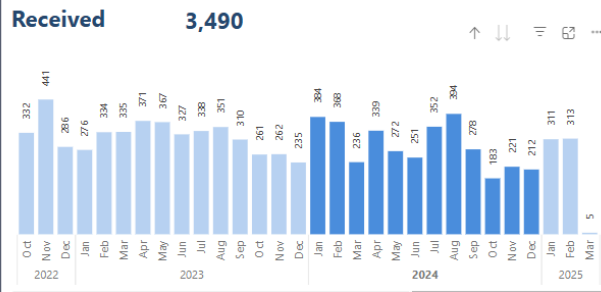


Figure 2: Permit performance including average processing time

Other areas of activity under the Heavy Vehicle National Law

- As part of delivering Council’s capital program, there has been a risk identified with Council contractors requesting to work roster arrangements without accreditation for fatigue management under HVNL. While this risk predominately lies with the Contractor, Council is implicated to some degree under Chain of Responsibility obligations.
- Council’s Permit Officer has been working with the National Heavy Vehicle Regulator to publish improved mapping to B-Double Notice. This extends and improves the clarity in which B-Doubles are able to access Council’s Road network without the requirement to apply for a permit.
- Council’s permit officer has been undergoing an internal engagement process to inform developing improved mapping for Type 2 Road Train Notice.

Impact Assessment and Advocacy

In addition to supporting Liveability and Sustainability Team and Brand Media Communications team, throughout the last quarter, the following proponents have been engaged:

- Lotus Creek Windfarm
 - Ongoing mitigation measures
 - Opportunity for private works to maintain St Lawrence Croyden Road – Expected to hand over to Infrastructure in next quarter for implementation
- Queensland pacific Metals – Gas Pipeline and power station
- Capricornia Energy Hub – Access Road to project

- Lizzie creek Road
- Foxleigh Mining
 - Relocating Mine Access from through lake Lindsey to off Barwon Park Middlemount Road
 - Including Road Upgrades
 - Reinvigorating negotiations for maintenance contributions
- BHP
 - Relocation of Red Hill Road
 - Peak Downs Continuation Project
 - Broadmeadow Southern Access Road
- Vitrinite
 - Early engagement for Callan Coking Coal Project
- Peter and Joy Newman
 - Relocation of road away from Laglan Homestead

Project Delivery

Key highlights for the previous quarter include

- Graduate Project - Business case for LED Street Light conversion completed and approved by ELT.
Initial Benefits include:
 - Expected reduction in energy bill of approx. \$20,000/year due to incorrect ownership of streetlights
 - Improved Asset Register
 - Improved financial reconciliation and budgetingDirection from ELT to seek grant funding to complete remaining deliverables
 - Future Council report expected for delegation to apply for grant funding
- Floodway renewal and construction completed
 - Project cost less than expected allowing an additional floodway to be constructed on Pioneer Road with minimal additional budget required (approved in Q2 budget update)
- Completion of Dysart Clermont Road widening project
 - Project cost less than expected allowing extension of a further 700m.
- Reseals completed.
 - Included a trial of crumb rubber on some rural roads and the full town of Dysart – resulted in 3800 tyres being diverted from Landfill
- Rehab completed across Local and State controlled roads
- Peak Downs Mine Road Rehabilitation tender advertised
- Commencement of works at Phillips Creek Bridge began in February.



Figure 3: Phillips Creek Bridge Timelapse Camera 2/3/25

Key issues for the previous quarter include:

- Peak Downs Intersection received a stop works notice due to the contractor not supplying adequate quality documentation to allow sign off on hold and witness points.
- Goonyella Road Intersection design has been delayed due to works required for water main relocation design and standpipe installation.

Overall, from a physical construction perspective, the capital works are on track for completion of the 2024-25 Capital Budget (within the target 90%). There is a lag financially as contractors are slow in submitting progress claims. This has been addressed with active contracts. With the commencement of Phillips Creek Bridge, expenditure is expected to accelerate.

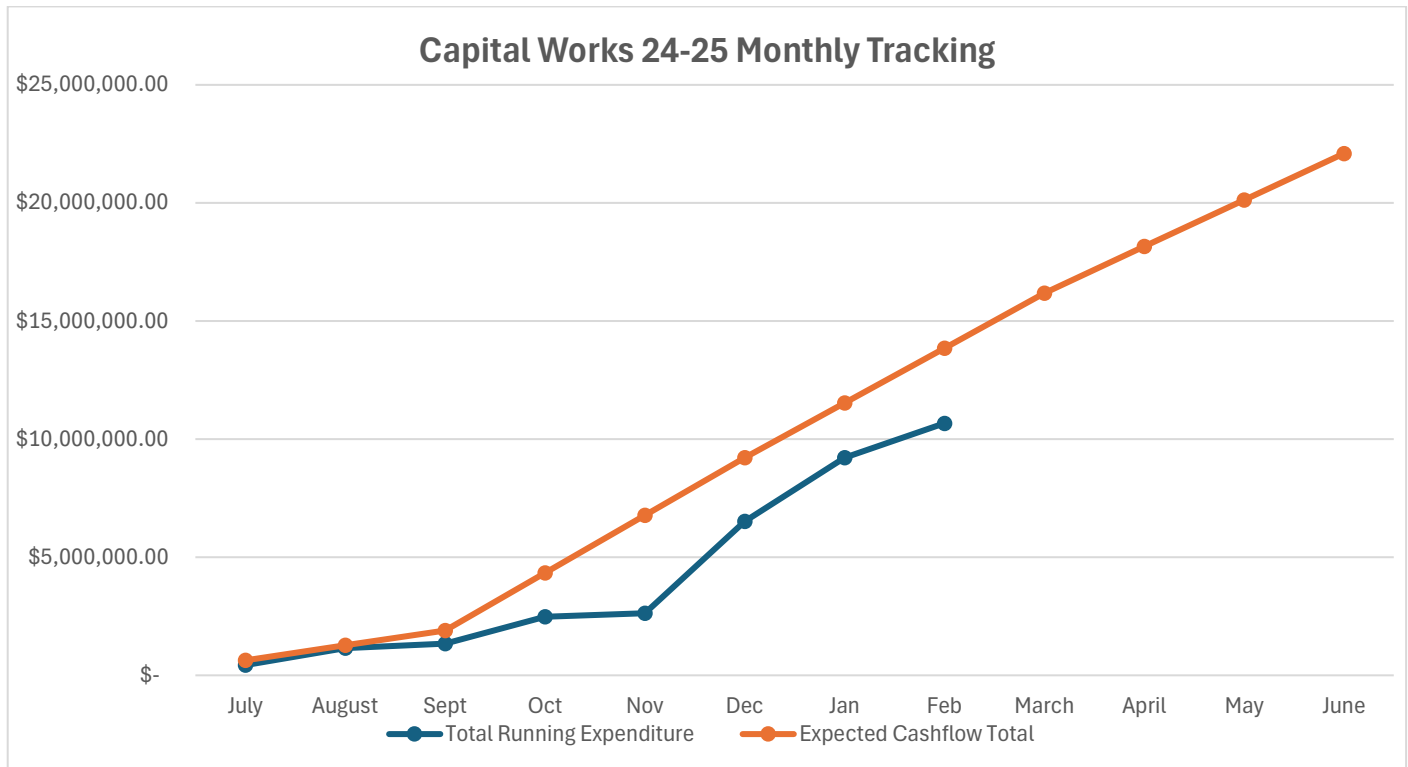


Figure 4: GBBO Capital Expenditure vs Forecast

Agreement Negotiation and Management

Adani

- Road Closed due to inclement weather for 17 days in January/February
- Road currently under load restrictions and traffic control due to damage to Mistake Creek Bridge (new) following inclement weather
- Invoice Dispute ongoing
- Road width litigation ongoing
- Ongoing concerns with level of maintenance activities

Pembroke

- Commencement of Culvert Works
- Progression of Environmental constraints
 - Likely outcome of facilitating early construction
- Effective resourcing for maintenance

Bowen Coking Coal

- Progression of Deed of Variation for Isaac River Project

BHP

-
- Mabbin Road Contribution received – Capital works (Rehab and reseal)
 - Deed of Variation currently under negotiation
 - Golden Mile Road cross over compliance review

Vitrinite

- Contributions received for Notifiable Road Use
 - July – December - \$276,072
 - Q1 2025 to be the final quarter at the reduced contribution rate.
- Asset licence for ground water monitoring bores
- Deed of variation for coal haulage locations

IMPLICATIONS

Galilee and Bowen Basin Operations shall continue to operate to maintain and improve service levels for internal and external customers.

Identified risk associated with fatigue management.

CONSULTATION

Galilee and Bowen Basin Operations Team

BASIS FOR RECOMMENDATION

We lead by example and epitomise our organisational values.

ACTION ACCOUNTABILITY

Manager Galilee and Bowen Basin Operations to continue to lead and develop team members to ensure continued service delivery for internal and external customers.

KEY MESSAGES

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

Report prepared by:	Report authorised by:
SEAN ROBINSON	ROBERT PERNA
Manager Galilee and Bowen Basin Operations	Director Engineering and Infrastructure
Date: 3 March 2025	Date: 4 March 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 - Graduate Project – Streetlight LED conversion

REFERENCE DOCUMENT

- Nil

PAGES 115 TO 132 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS	Engineering and Infrastructure Standing Committee Meeting Wednesday 12 March 2025
AUTHOR	Jason Frost
AUTHOR POSITION	Manager Infrastructure

5.7 INFRASTRUCTURE DEPARTMENT OPERATIONAL UPDATE – FEBRUARY 2025

EXECUTIVE SUMMARY

This report is to provide a monthly update to Council on the current operational status of the Infrastructure Department.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the Infrastructure Department monthly update for February 2025.**

BACKGROUND

The below information highlights the monthly activities of the Infrastructure Department.

MANAGER INFRASTRUCTURE HIGHLIGHTS

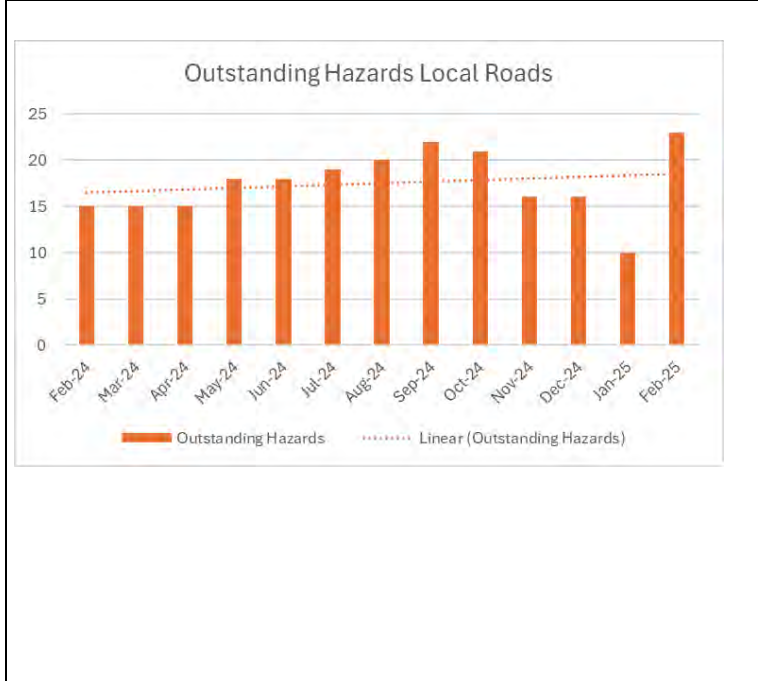
- The works program in February has been disrupted by the wet weather across some parts of the region.
- The outstanding defects on the local and state roads have increased in February as indicated in the graphs within the report. This generally represents the increase in potholes associated with the wet weather. During February there has been up to 6 patching crews including some contractors working to repair potholes on the road network.
- The temporary repairs on the Oaky Creek floodway on Grasstree Road are almost complete. The barriers and signage should be in place Monday 3 March 2025 and the road opened to the public.
- A meeting was held with the residents of Peakvale Road and associated roads (beyond the Percy Albert Drive intersection) to discuss some collaborative road maintenance options for approximately 100km of unsealed road. This was met with a positive response from the property owners.
- Work is progressing on the development of a 'Good Samaritan' volunteer arrangement for work on unsealed roads.

ACHIEVEMENTS COMPLETED – FEBRUARY 2025:

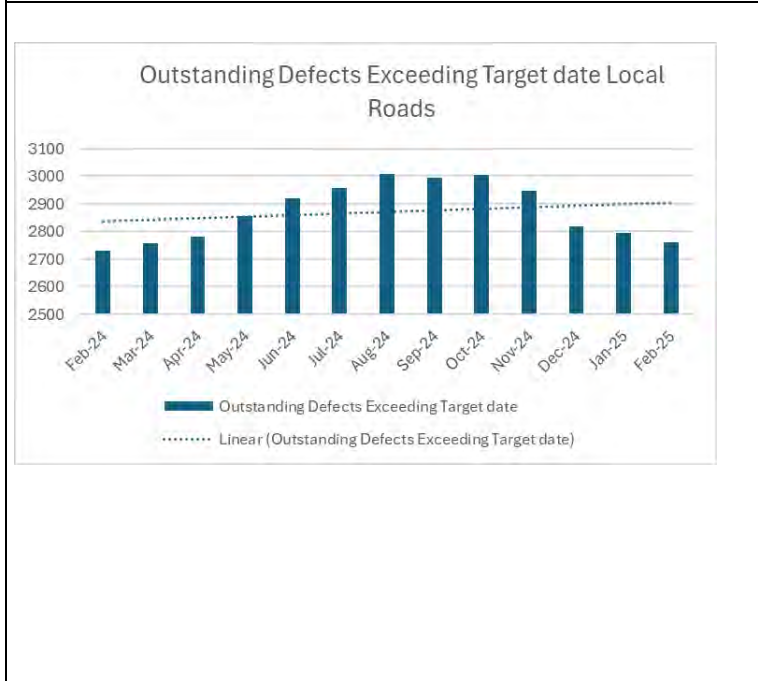
Clermont and surrounding area	
Various signs replaced around Clermont	Signage installation & replacement
Rubyvale Road, Peakvale Road, Ken Logan Road, Mt McLaren Road	Slashing
Pothole Patching, Gutter cleaning. Gravel patching after wet weather.	Other works
Dysart and surrounding area	
Golden Mile Road, Dysart-Clermont Road Saraji Road & Mt Stuart-Bedford Weir Road	Pothole patching
Dysart town	Storm debris removal
Saraji Road & Peak Downs Mine Road	Slashing
Middlemount and surrounding area	
Rolfe Creek-May Downs Road	Slashing
Isaac River Road, Valkyrie Road & Lotus Creek Road	Road closure
Moranbah and surrounding area	
Moranbah Town, Moranbah Access Road, Railway Station Road and Peak Downs Mine Access Road	Pothole patching
Goonyella Road & Railway Station Road	Slashing
Vegetation Clearing in Moranbah	Other works
Nebo and surrounding area	
Collaroy-Tierawoomba Road gravel patching creek approaches at top end of road.	Wet weather delayed recommencement of grading until 24 February.
Turrawulla Road	Pothole patching
Water Street bollard installation	Signage installation & replacement
Airstrip Road	Slashing
Temporary flood warning and road closure signage. Temporary defect signage on Collaroy-Tierawoomba and Collaroy-Killarney Roads.	Other works

Coast and surrounding area	
Ripplebrook Road 100% complete Nimmitabel Road commenced 26/02	Wet weather delayed recommencement of grading until 12 February.
Carmila West, Carmila Beach, St Lawrence North, Connollys, Douglas, Flaggy Rock, North Flaggy Rock, Upper Flaggy Road, Garnham, Nimmitabel and Wumalgi Roads and Old Bruce Highway and Colonial Drive.	Roadside Slashing
Clairview town, Settlement Road, Carmila West Road	Pothole Patching
Temporary flood warning and road closure signage on many coastal roads following heavy rainfall.	Temporary signage
State Controlled Network	
Peak Downs Hwy (33A & 33B), Suttor Developmental Road and Marlborough-Sarina Road. 27B, 27C, 98A	Pothole patching
Temporary flood warning and road closure signage on Suttor Developmental Road, Oxford-Sarina Road and Marlborough-Sarina Road. Temporary defect signage on Peak Downs Highway (33A & 33B), Suttor Developmental Road, Oxford-Sarina Road and Marlborough-Sarina Road.	Temporary Signage
Gregory Developmental Road 100% Peak Downs Hwy 33A & 33B 100% complete Marlborough-Sarina Road 30% complete	Roadside slashing (MPDT Contractors)
33B Peak Downs Highway 100% 33A Peak Downs Highway 30% 10F & 10G Bruce Highway 100%	Herbicide Spraying (MPDT Contractors)
May Downs Road 10% complete (HSM Contractors)	Formation Grading

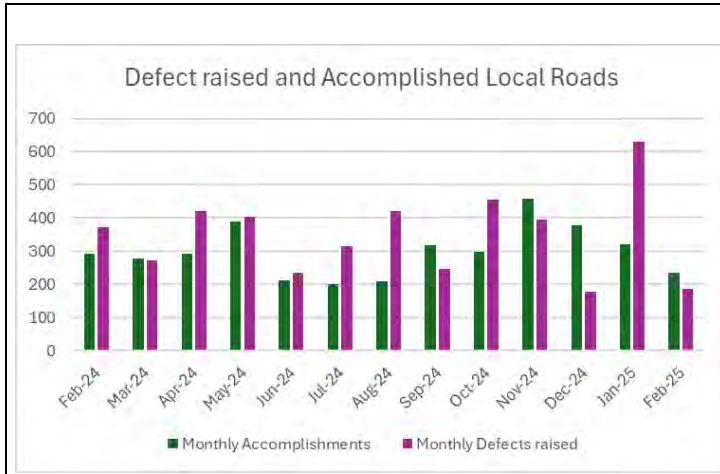
Local Road Hazards and Defects Update



Outstanding Hazards local roads
 This graph shows the number of defects each month for the past year that have been raised as higher than intervention level and identified as being a hazard. In the last three months the number of outstanding defects has reduced. Upon review of the data there are some defects that have been completed and not closed out in the system. This will be addressed in the next month. There are planned works in the procurement phase to address some defects. Temporary measures such as signage have been put in place to reduce the risk until the works are completed.



Outstanding Defect Exceeding Target Date Local Roads
 This graph shows number of defects each month for the past year that have been raised and are past the response time (based on the Main Roads requirements) This graph includes all the defects. Some defects are raised at a lower intervention level. Whilst these defects have a response time for TMR on the local road network they are monitored and used to predict future workload and help to inform some of the capital program development. This is being reviewed to be able to separate out the different types of defects for future reports



Defect Raised and Accomplished Local Roads

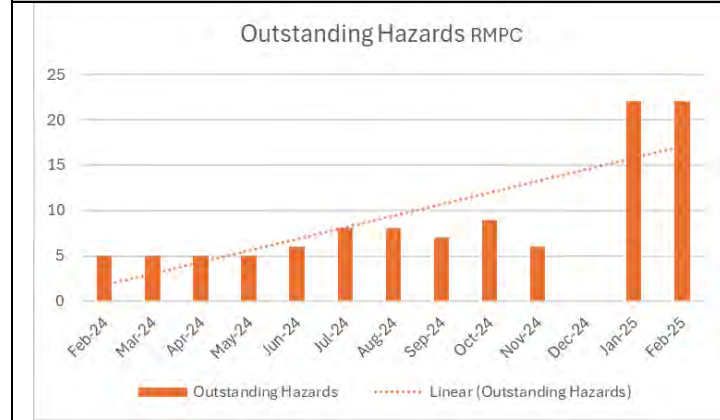
This graph shows number of defects and accomplishments each month for the past year that have been raised and completed



Total Defects Local Roads

This graph shows the total number of defects each month for the past year that have been raised and have not been completed

RMPC Hazards and Defects Update - January



Outstanding Hazards RMPC

This graph shows the number of defects each month for the past year that have been raised as higher than intervention level and identified as being a hazard.

	<p>Outstanding Defect Exceeding Target Date RMPC</p> <p>This graph shows number of defects each month for the past year that have been raised and are past the response time as per Main Roads Standard</p>
	<p>Defects Raised and Accomplished RMPC</p> <p>This graph shows number of defects and accomplishments each month for the past year that have been raised and completed</p>
	<p>Total Defects RMPC</p> <p>This graph shows the total number of defects each month for the past year that have been raised and have not been completed</p>

RMPC Hazards and Defects Update - February	
Dysart Middlemount, Fitzroy Development Road, Gregory Development, Peak Downs Highway,	Pothole patching and edge repair works Completed Locations (RPQ – Contractors)
Road Closure flooding signage	Storm Response (IRC Staff)
Peak Downs Hwy 33A & 33B Suttor Dev, 100% Marlborough-Sarina Road 60%, 98A Gregory Developmental Road 50% 27B & 27C Gregory Highway 100%	Patching works (Completed by IRC Staff)

RMPC Programmed Works	
Regional	Roadside slashing (MPDT Contractors)
May Downs Road 10% complete (HSM Contractors) St Lawrence-Croydon Road – to commence once DERM approval for water use received.	Formation Grading
Fitzroy Developmental Road	Storm damage fallen tree removal
Round 1 - Dysart Middlemount, Fitzroy Developmental Road, May Downs Road Round 2 - Peak Downs Highway, Gregory Hwy, Clermont Alpha Road - 100% complete Marlborough-Sarina Road and Gregory Developmental Road being patched this week Programmed 100% by 28/02/2025	Pothole patching and edge repair works Program locations (RPQ – Contractors)

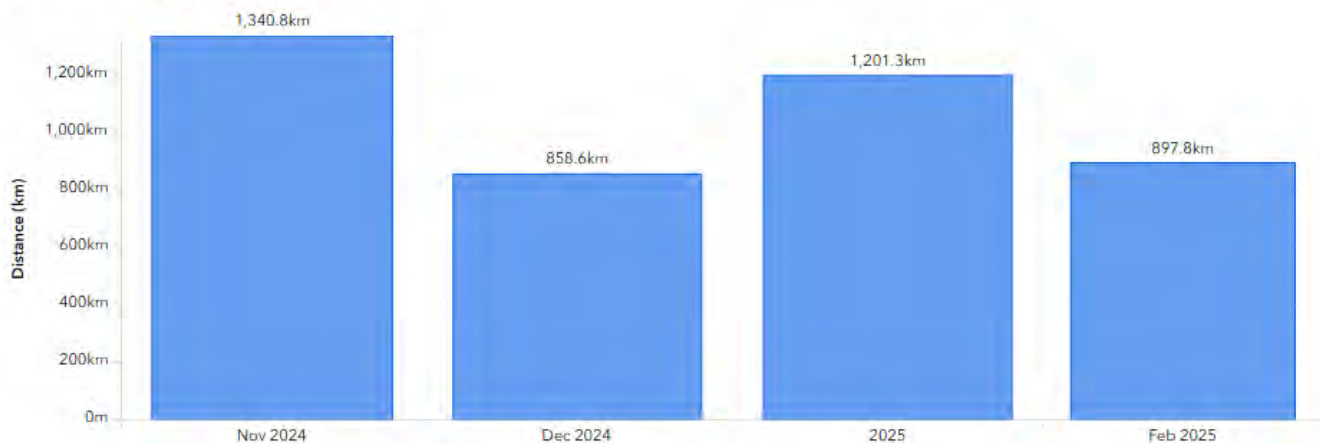
ROAD INSPECTORS UPDATE

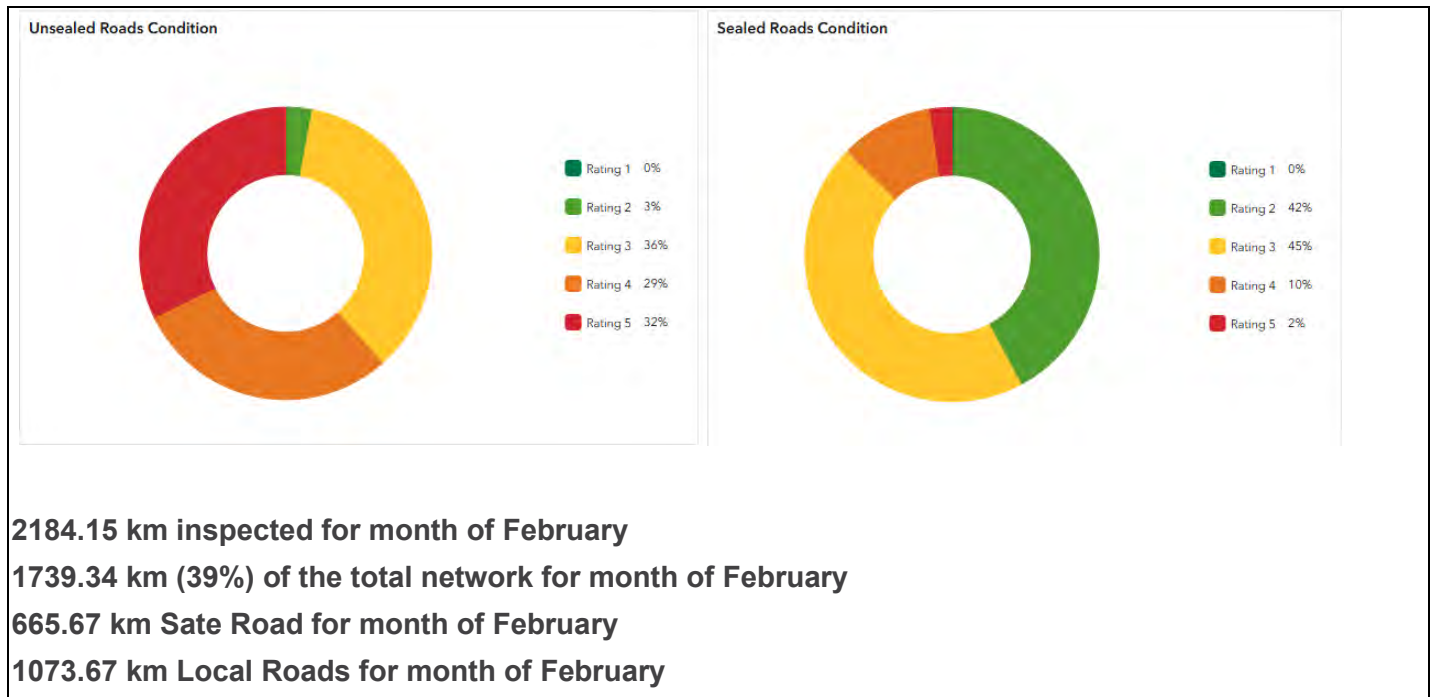
The below survey graphs are based on the data collected using the RACAS camera for the previous 3 months. The team undertake 2 types of inspections depending on the road hierarchy: weekly inspections on the Bruce Highway (3 monthly RACAS), fortnightly inspections on the State Highways (6 monthly RACAS), monthly and bimonthly inspections on the developmental roads (6 monthly RACAS) and 6 monthly inspections on all other roads with RACAS.

The ratings are a measurement of roughness with rating 1 to 3 being within intervention level and 4 being at intervention level with 5 being above intervention level.

Survey Distance 4,298.6km

Distance Surveyed per Month





PLANNED WORKS FOR MARCH 2025: THIS PROGRAM IS SUBJECT TO CHANGE DEPENDING ON WEATHER CONDITIONS AND EMERGENT WORKS

Clermont and surrounding area	
Frankfield Road, Venus Road	Maintenance grading program (%)
Huntley Road, Clermont Airport, Laglan Road	Slashing and herbicide spraying
Replace various damaged signs and posts. Continue cleaning gutters and drains around Clermont	Other works
Dysart and surrounding area	
Golden Mile Road, Saraji Road	Pothole Patching
Grasstree Road	Barriers & signs on damaged bridge
Valkyrie Road	Slashing
Middlemount and surrounding area	
Middlemount town	Pothole patching
Middlemount town	Signage installation
Moranbah and surrounding area	
Redhill Road & Peak Downs Mine Road	Potholes
Moranbah town	Herbicide spraying

Nebo and surrounding area	
Collaroy-Tierawoomba Road 100% Landsborough Road 100% Turrawulla Road 25%	Programmed maintenance grading
Coast and surrounding area	
Nimmitabel Road 100% Schneiders Road 100% Spring Valley Road – Touch ups only Mt Olympus Road 100% Kalarka Road 100%	Programmed maintenance grading
Greenhill area	Roadside slashing
State Controlled Network	
Marlborough Sarina Road Bruce Highway (10F & 10G) St Lawrence Connection Road St Lawrence-Croydon Road Suttor Developmental Road Oxford-Sarina Road Fitzroy Developmental Road May Downs Road	Slashing
St Lawrence-Croydon Road May Downs Road	Maintenance Grading (CH0.0 -31.0) Maintenance Grading (100% complete)

CLERMONT WORK CAMP

CLERMONT WORK CAMP – CURRENT ROTATION

Completed Projects February Rotation:

- Unveiling Stand for the Clermont Police Station – Unveiling curtains made at the Capricornia Correctional Centre.
- Showgrounds painting
- Nebo Chairs – ongoing
- Wagon – ongoing
- Partial start on cricket club shelter
- Vegetation sites

Current intended program for March.

- Vegetation Control for 20 Sites – Vegetation is heavy and hard on the equipment.
- Inspiring Women's event set up and pack down.
- Moranbah Race Club – full day – maintenance jobs

Workshop / Site Projects:

- QCWA Steps
- Wagon – Camp
- Nebo garden chair refurbishment x 2
- Artslink Tables x TBA – In house projects for wombat festival preparation
- Clermont Junior Cricket Club Shelter

Permanent workers:

- Saleyards/Showgrounds - Painting Project
- Aerodrome
- Clermont Museum
- Clermont Golf Club

ACTION ACCOUNTABILITY

The Manager Infrastructure and the leadership team are accountable for delivery of effective works across the region.

KEY MESSAGES

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

Report prepared by:

JASON FROST
Manager Infrastructure

Date: 3 March 2025

Report authorised by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 4 March 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS	Engineering and Infrastructure Standing Committee Meeting Wednesday 12 March 2025
AUTHOR	Michael Buckley
AUTHOR POSITION	Manager Parks and Recreation

5.8 PARKS AND RECREATION DEPARTMENT OPERATIONAL UPDATE - DECEMBER 2024 TO FEBRUARY 2025

EXECUTIVE SUMMARY

This report is to provide an update to Council on the current operational status of the Parks and Recreation Department.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the Parks and Recreation Department operational update - December 2024 to February 2025.**

BACKGROUND

The below information highlights the recent activities of the Parks and Recreation Department.

ACHIEVEMENTS COMPLETED:

Clermont and surrounding area	
Clermont Bulls Junior Cricket Club	Held on site meeting with Clermont Bulls, have assessed condition of the sports field and identified actions to improve the overall condition of the ovals. P&R have proposed an irrigation renewal for the ovals in the 25/26 PAG for council consideration and approval. Council report to apply for the Australian Cricket Infrastructure Fund 24/25.
Hoods Lagoon Boardwalk	Contractor conducted a structural inspection of the Hoods Lagoon boardwalk. Temporary repairs have been completed with a design including recommendations for future minor works pending.
Drought Resistant Tree's	The location for the trees has been identified. Tree stock has been received, works due to commence in the coming weeks with a project finish time end of FY.
Storm Events	Over several weeks our region was significantly impacted by weather events. The team made this a priority to clean up all

	storm damages in conjunction with increased growth conditions and larger more hazardous tree work completed by contractors.
Sporting Field Turf Improvement Program	Areas have been identified, followed by soil testing, fertiliser, soil amendments, aeration and coring.
Dysart and surrounding area	
Rugby League Field Lights	6 x field lights were replaced by contractor. They're now fully operational, ready for training and kick off to the regular season.
Civic Centre Lights and Power Access	Works currently being undertaken adjacent to memorial with completion prior to ANZAC Day for services.
Soccer and BMX Club	Investigation conducted by Ergon to underground power supply, contractor was engaged to identify and rectify power supply issues to both clubs in alignment with the Qld Electrical Connection Manual Version 4. Council has provided funds in Q2 budget review for the scope, tender and delivery of the works as soon as possible.
Flagtrax	After a much anticipated wait our Flagtrax order has been received. This provides the team with the goods and materials to repair and replace damaged flags. Dysart has a number of flags that are weathered, damaged and stuck in place requiring an elevated work platform for the removal and replacement of these flags.
Southern Cross Association/ Old Country Music Club	Preliminary investigation into plumbing and electrical infrastructure. Electrical component completed, plumbing to be scoped and quoted. EOI was advertised and now closed with report to Council in March.
Storm Damage	The team has spent the last month clearing storm damage. A contractor was engaged to help assist the team to clear the debris, fallen trees etc as soon and safely as possible.
Middlemount and surrounding area	
Playground Building – Mulligrubs	Building repairs have now been completed and insurance claim submitted. Further works on the building compliance and occupier's certificate requiring a building certifier were identified with a scope being developed.
Storm Damage	The team has spent the last month clearing storm damage. A contractor was engaged to help assist the team to clear the debris, fallen trees etc as soon and safely as possible.
Moranbah and surrounding area	

Mills Avenue	Turfed areas completed edging and applied pre-emergent to improve aesthetics.
Slashing	Contractors have been engaged and completed and extensive amount of open space and reserve slashing with follow up scheduled.
Town Square CCTV	Survey completed and preliminary electrical work identified to facilitate CCTV infrastructure. Purchase order has been raised with an estimated delivery time prior to the end of the financial year.
Remember Queensland Grant Funding	Unsuccessful application for grant funding for the repairs and replacement of tiles at the Townsquare and Griffin Street memorials. Feedback has been requested as to why we were unsuccessful this round, high volume of applicants applied. Project is part of 25/26 PAG and will need to be reviewed.
Sporting Field Turf Improvement Program	Applicable ovals have received soil and compaction testing with fertiliser, soil amendments, aeration and compaction relief completed.
Tree Replacement Program	Project being scoped. Specific trees across Moranbah will be replaced with Drought Resistant variety. Currently selected sites; Mills Avenue and Sporting Fields.
Nebo and surrounding area	
Centenary Park	Minor repairs and maintenance, re-painting the amenities by external contractor.
Storm Damage	The team has spent the last month clearing storm damage. A contractor was engaged to help assist the team to larger fallen trees etc as soon and safely as possible.
Irrigation Maintenance	The team has been completing continuous irrigation maintenance throughout the township.
Staff Assistance	Glenden has been operating with a reduced workforce; Nebo has provided operational assistance when required.
Perry Park Softfall	Repairs completed to the softfall at Perry Park including wet pour surfacing.
Showgrounds Maintenance	General maintenance has been carried out at the showgrounds in preparation for several events.
Coast and surrounding area	
Vegetation Control	Roadside weed control, stormwater clearing roads and tree damage through parks areas.

Carmila Sports Stadium	Project to scope repairs, contractor has been engaged to replace 5 roller doors. Purchase order has been raised with a time delay of 8 weeks due to manufacture of doors. Project will be delivered before end FY.
Pothole Patching	Priority pothole patching completed as identified.
Septic Pump Outs	Preparation for busy season of septic pump outs and water, repairs and maintenance to amenities.
Notch Point Signage	Update of new signage at the entrance at Notch Point, working with the environmental team.
Glenden and surrounding area	
Skate Park Shade Sail	Replacement of the skate park shade sail, insurance claim. Delayed due to flooding in Townsville.
Lake Elphinstone Dump Point	Tender is currently out with project delivery before new financial year.
Maddern Oval Western Field Irrigation	Accepted by Council, Tender documents and scope of works being drafted.
New Christmas Tree's	New Christmas Trees across region were erected and fully functional.

UPCOMING PLANNED WORKS: THIS PROGRAM IS SUBJECT TO CHANGE DEPENDING ON WEATHER CONDITIONS AND EMERGENT WORKS

Clermont and surrounding area	
Sporting field turf improvement completion of the autumn, getting ready for the winter sports season.	
Hoods Lagoon Board Walk maintenance and repairs.	
The delivery of the Drought Tree's in Clermont and Moranbah.	
Dysart and surrounding area	
Sporting field turf improvement scheduled getting ready for the winter sports season.	
The delivery of the Dysart Soccer and BMX Club power installation.	
The Dysart Old Country Music Club site septic repairs.	
Repairs and replacement to Flagtrax across Township.	
Middlemount and surrounding area	
Sporting field turf improvement scheduled getting ready for the winter sports season.	

Moranbah and surrounding area

Sporting field turf improvement completion during autumn, getting ready for the winter sports season.

Townsquare CCTV project being delivered before the new financial year.

Nebo and surrounding area

General operational maintenance and repairs, offering staff assistance when required by the Glenden team.

Coast and surrounding area

Completion of the Carmila Stadium roller door replacements.

Glenden and surrounding area

Irrigation system at Maddern Oval, tender will be awarded followed by commencement of works.

Completion of the installation of the Lake Elphinstone dump point.

Inclusive of all towns

Maintenance of parks assets, cleaning playgrounds, shelters, seats and tables. Bin rationalisation program. Irrigation maintenance and repairs as drier conditions arise. Maintenance and improvement of priority landscaping across region, pruning, mulching, mowing/slashing and aesthetic improvements.

ACTION ACCOUNTABILITY

The Manager Parks and Recreation and the leadership team are accountable for delivery of effective works across the region.

KEY MESSAGES

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

Report prepared by:

MICHAEL BUCKLEY
Manager Parks and Recreation

Date: 3 March 2025

Report authorised by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 4 March 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Engineering and Infrastructure Standing Committee Meeting
Wednesday 12 March 2025

AUTHOR

Lila Fry

AUTHOR POSITION

Coordinator Natural Resources

5.9

QUARRY MANAGEMENT PLAN

EXECUTIVE SUMMARY

This report seeks endorsement of a Quarry Management Plan to guide operations in Council's gravel pits/quarries to ensure compliance with relevant State legislation and Council's permits and authorities for gravel extraction activities.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes and Endorses the Quarry Management Plan.**

BACKGROUND

In February 2020 Council endorsed its first Overarching Gravel Pit Management Plan to manage environmental liabilities and detail operational aspects of gravel extraction to ensure Council's legislative and permit/authority obligations were delivered.

Specifically, Council's current Environmental Authority places an obligation on Council to prepare a plan of operations to ensure that extraction activities are carried out in accordance with written procedures to avoid, mitigate and potentially offset any adverse impacts, based on sound environmental management principles and practices to minimise environmental harm.

Furthermore, Council's Sales Permit for the extraction of quarry materials requires Council to prepare and submit a Quarry Management Plan for endorsed areas on the permit before conducting quarrying operations. The Sales Permit also specifies the base information that must be included in the plan and the plan must be approved by the Department of Primary Industries (formerly Department of Agriculture and Fisheries).

Lastly, the *Mining and Quarrying Safety and Health Act 1999* provisions classify some of Council's gravel pits as quarries as they are "a place on land where operations are carried on, continuously or from time to time, to produce construction or road building material" and where operations are "activities carried on principally for, or in connection with, winning of hard rock and includes extracting, loading, transporting, storing and crushing". For those pits classified as a quarry, Council is required to systematically apply policies, procedures and practices to effectively manage risk.

The Quarry Management Plan identifies the risks associated with Council's extraction needs and provides mitigation strategies to be adopted and links to Council's existing risk management systems to ensure risks are minimised. The plan underpins the individual Site Based Management Plans that are developed for each

pit/quarry prior to use and are submitted to the Department of Primary Industries (for those included on the Sales Permit) for approval prior to extraction commencing.

With the amount of time that has passed since the first plan was endorsed and considering the changes that have occurred to legislation and industry best practice, a full review of the plan has been carried out and a new plan has been developed. A copy of the previous plan is provided for comparison.

IMPLICATIONS

Service Levels

This plan aligns with the following IRC 2024-2025 Operational Plan key strategies:

- Plan, provide and maintain effective and sustainable road infrastructure to meet the needs of key economic and community activities.
- Strategically operate, maintain and utilise and review the delivery of Council assets to ensure the efficient and cost-effective services to the community are met and continuously improved.
- Ensure that the assets maintained and constructed are appropriate to the current and future needs of the region's industries.
- Minimise Council's impact on the natural environment through effective waste management, recycling and environmental management policies and programs.
- Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness.
- Pursue financial sustainability through effective use of Council's resources and assets and prudent management of risk.

Risks

The plan faces the following risks:

- Operational – failure to implement a plan and/or comply with legislative requirements may result in:
 - suspension of the Sales Permit endorsed quarry area that is the subject of the non-compliance or suspension of all quarrying operations subject to a Sales Permit.
 - receipt of statutory notices stopping an activity or full suspension of Council's Environmental Authority.
- Financial – failure to implement a plan and/or comply with legislative requirements may result in Penalty Infringement Notices (PINs), Enforceable Undertakings or prosecutions under safety, environment and mining legislations.
- Financial - failure to action the mitigation actions will result in further deterioration of Council's quarry/pit assets and increase the future financial burden on Council.
- Reputation – failure to implement a plan and/or comply with its contents may result in damage to extractive sites thereby harming Council's reputation with local landholders who provide the sites/material for Council's use.

As Council's extraction activities are a critical component of its unsealed network maintenance works, the endorsement of the plan and the documented activities and strategies is recommended.

Compliance and benefits

The plan aims to improve the quality of extraction activities by providing risk mitigation strategies to be integrated into operational activities to:

- provide a shared understanding of common hazards, performance standards and control to remove or minimise impacts from the hazards that occur at pits/quarries;
- outline a range of operational details relating to the use and management of sites;
- underpin the Site Based Management Plans that simplify and streamline requirements compliance; and
- align with overall project management plans for capital and operational works.

The plan, through its links to, and inclusion of information taken from:

- Council's safety management system;
- relevant legislation;
- Australian Standards and Codes of Practice; and
- industry best practice;

manages all aspects of risks to operational compliance, health and safety and environment while having appropriate regard to the nature, complexity and location of the extraction activities.

CONSULTATION

Internal:

- Director Engineering and Infrastructure
- Manager Infrastructure
- Coordinator Infrastructure – East and West
- Safety and Resilience Partners
- Manager Liveability and Sustainability
- Program Leader - Environment and Sustainability

External:

- Department of Primary Industries (Forestry section)

BASIS FOR RECOMMENDATION

Extractive and quarrying activities play a critical role in Council's ability to effectively service the unsealed road network of the Isaac region. The Quarry Management Plan outlines the best practice activities and risk mitigation strategies that will enable safe, environmentally responsible extraction of quarry materials to ensure that Council is meeting their legislative obligations.

ACTION ACCOUNTABILITY

- Manager Infrastructure Planning and Technical Services – ensure progress, implementation, and ongoing review of the Quarry Management Plan.

-
- Coordinator Natural Resources – lead the coordination and strategy for extractive site access and administering permits/authorities.
 - Coordinator Infrastructure (East and West) – ensure that documented risk mitigation strategies are embedded in extraction operational activities.

KEY MESSAGES

Ongoing efficient and strategic operation of Council's pits/quarries is necessary for the effective and economic servicing of the Isaac region's unsealed road network. All pits/quarries are required to comply with relevant State legislation, permits and authorities when undertaking extraction activities.

The plan embraces best practice management and operational procedures to mitigate risks and provide for efficient pit operations without detriment or undue harm to persons or the environment.

Report prepared by: LILA FRY Coordinator Natural Resources Date: 3 March 2025	Report authorised by: ROBERT PERNA Director Engineering and Infrastructure Date: 3 March 2025
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ATTACHMENTS

- Attachment 1 - IRC – Overarching Gravel Pit Management Plan
- Attachment 2 - Appendix A – SBMP Guidelines
- Attachment 3 - Appendix B – Planning, Approval and Permit Requirements
- Attachment 4 - Quarry Management Plan

REFERENCE DOCUMENT

- Nil

A yellow Ammann motor grader is shown in the background, working on a gravel pit site. The machine has the license plate 'C95750' and the brand name 'AMMANN' visible on its side. The scene is set in a dusty, open area with some trees in the distance.

GRAVEL PIT MANAGEMENT PLANNING

OVERARCHING GRAVEL PIT MANAGEMENT PLAN

Current as at 30.09.2020 (revised since Council endorsement)

Presented by **Engineering & Infrastructure**

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1. INTRODUCTION

1.1 PURPOSE OF THIS OVERARCHING GRAVEL PIT MANAGEMENT PLAN

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

This OGPMP also aims to meet legislative requirements.

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

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

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

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

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

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

1.2 REVIEW AND CONTINUAL IMPROVEMENT

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

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


1.3 SCOPE AND LIMITATIONS

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

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

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

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



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

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

2. GRAVEL PIT SITES – LOCATION/DETAIL

2.1 OVERVIEW

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

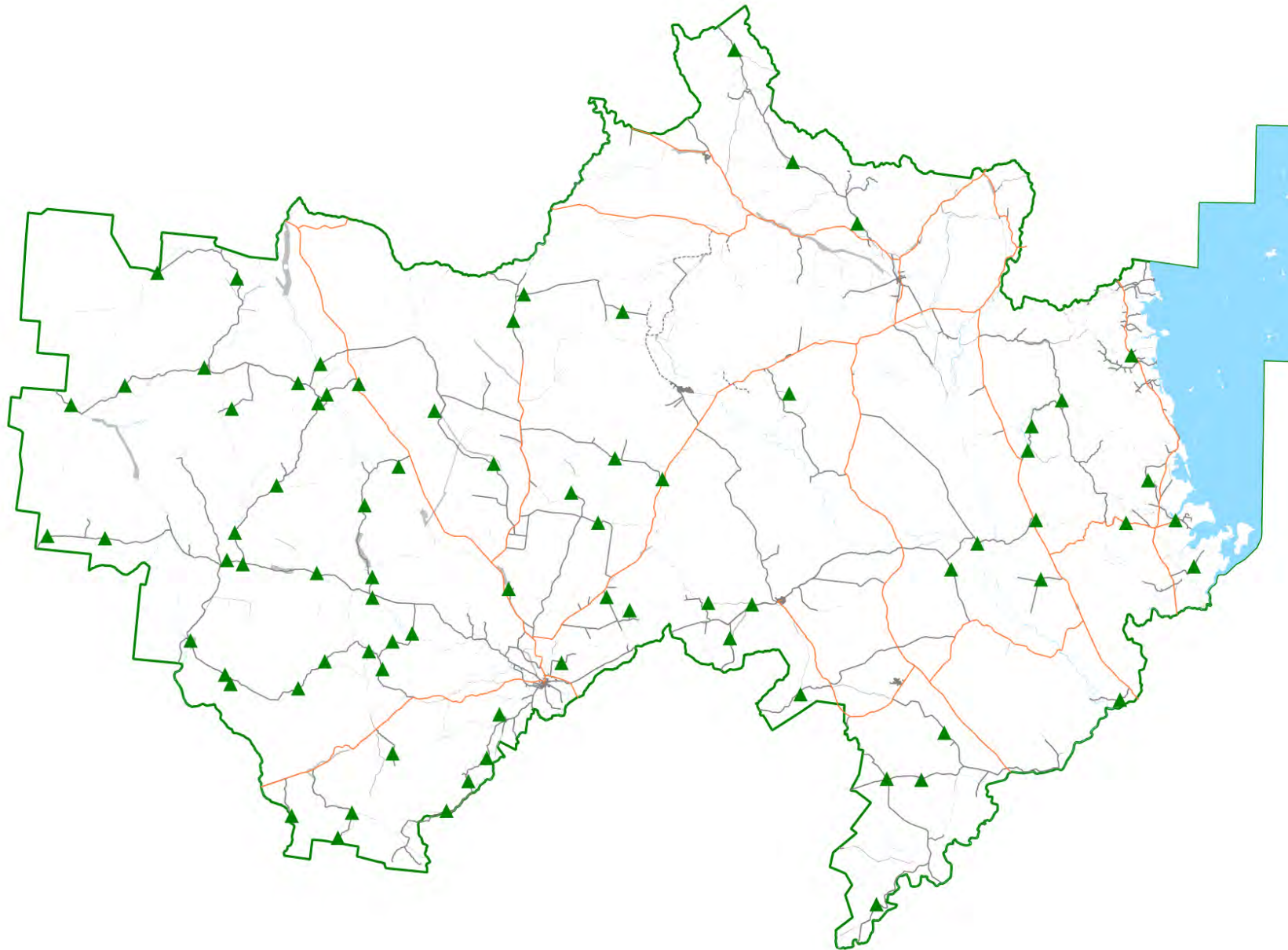
Table 1: Summary of Active Gravel Pit Sites

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

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

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

Map 1: Council Active Gravel Pit Sites within Isaac Region



3. LEGISLATIVE REQUIREMENTS

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

3.1 GENERAL DUTY REQUIREMENTS

- *Environmental Protection Act 1994*
- *Biosecurity Act 2014*
- *Aboriginal and Torres Strait Islander Heritage Protection Act 1984 (Commonwealth) / Aboriginal Cultural Heritage Act 2003 (Queensland)*
- *Workplace Health & Safety Act 2011*
- *Mining and Quarrying Safety and Health Act 1999 and the Mining and Quarrying Safety and Health Regulations 2001*
- *Forestry Act 1959*

3.2 APPROVALS, PERMITS OR LICENCES

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

3.2.1 DAF Sales Permit

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

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

3.2.2 DES Environmental Authorities

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

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

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

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

Table 3: Current EA Permits

NUMBER	LOCATION	NAME
EA0001653	Lot 5 on RU81	Beresford Pit, Laglan Road
	Lot 1 on RU79	Parnu Pit, Laglan Road
	Lot 5 on RP866478	Mavis Downs Pit, Daunia Road
EA0001738	Lot 9 on CNS419	Limestone Pit, Cotherstone-Capella Road
	Lot 4 on TT269	Mt Stuart Pit, Mackenzie River-Capella Road
	Lot 4 on KL210	Croydon Pit, Marlborough-Sarina Road
	Lot 654 on SP273873	Laglan Pit, Laglan Road
	Lot 3 on RU96	Pioneer Pit, Pioneer Road
	Lot 3 on DR20	Mirrabilia Pit, Pioneer Road
	Lot 1 on SP147340	Recruit Pit, West Banchory Road
	Lot 661 on SP282172	Moray Pit (#1), Moray Carmichael Boundary Road
	Lot 3 on SP147546	Bulliwallah Pit, Bulliwallah Road
	Lot 5 on DC138	Mallawa Pit, Eaglefield Road
	Lot 3 on CNS32	Booroondarra Pit, Booroondarra-Capella Road
	Lot 12 on KL204	Collaroy Pit, Collaroy-Tierawoomba Road
EA0002417	Lot 3357 on SP104779	Emu Apple Pit, Turrawulla Road
	Lot 2 SP287437	Narrien #1 Pit, Pioneer Road
	Lot 10 on BL57	Frankfield Pit, Frankfield Road
	Lot 2 on RU78	Kalang Pit, Franfield Road
	Lot 4 on SP41182	Mt Gregory Pit, Mt Gregory Road
	Lot 1 on SP296877	Logan Creek Pit, Wuthung Road
	Lot 49 on CLM115	Brewery Farm Pit, Hillview Road
EPPR00791913	Lot 3 on HLN29	Plum Tree Pit, Turrawalla Road
The above permits cover the activities of:		
<ul style="list-style-type: none"> • ERA 16 – Extraction and Screening 2: Extracting, other than by dredging, in a year, the following quantity of material, (a) 5,000t to 100,000t • ERA 16 – Extraction and Screening 3: Screening, other than by dredging, in a year, the following quantity of material, (a) 5,000t to 100,000t 		
EPPR02351514	Lot 656 SP138788	Sellers Pit (South Back Creek), Elgin Road
This permit is in conjunction with Adani Mining Pty Ltd arrangements. Pit remains dormant with no intention in the near future to utilise this resource by IRC.		

3.3 PLANNING ACT OBLIGATIONS

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

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

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

4. HUMAN RESOURCES

4.1 ROLES AND RESPONSIBILITIES

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

Flow Chart 1 below provides an overview of IRC management.

Flow Chart 1 – Organisation Structure of IRC Gravel Pit Operations

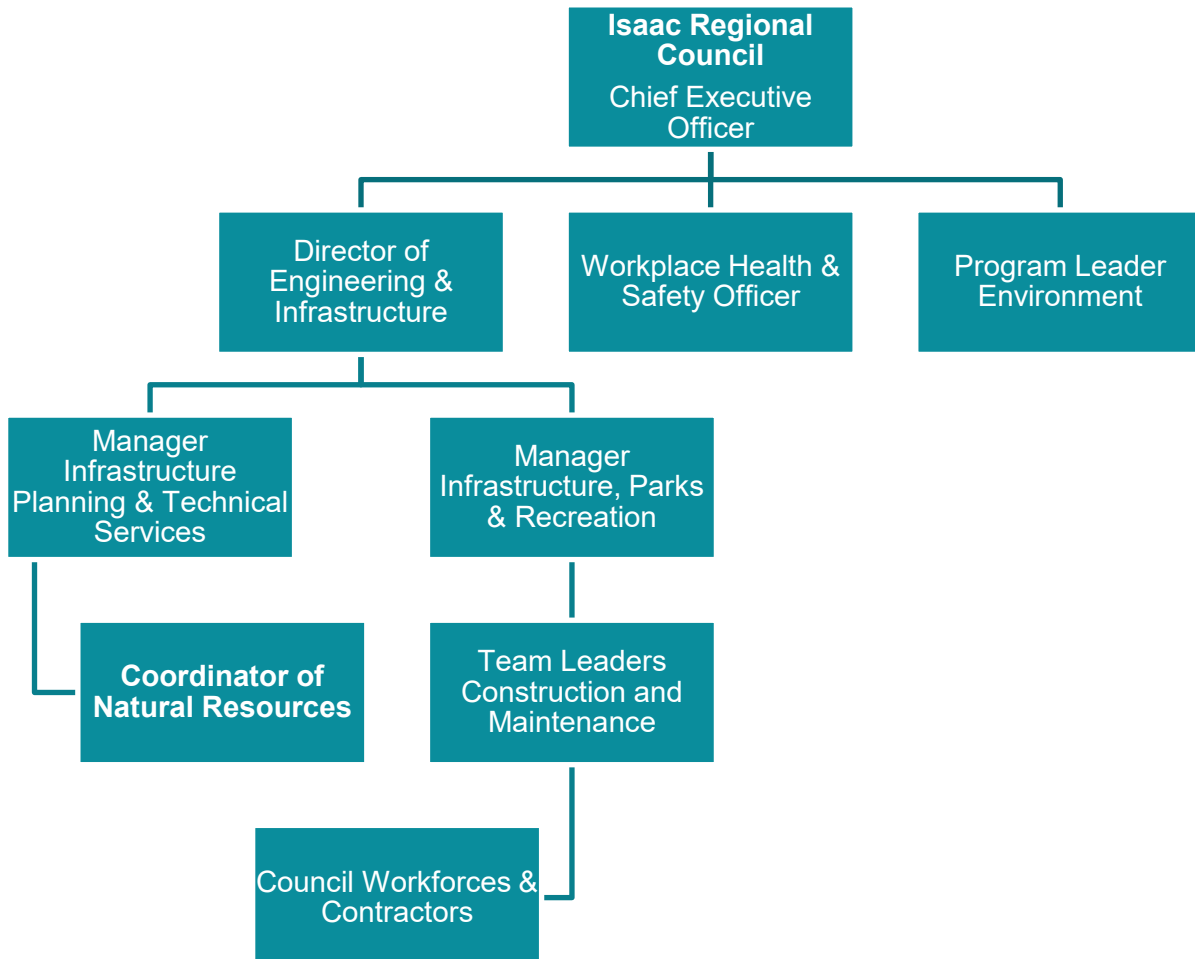


Table 4: Overarching Roles & Responsibilities

RESPONSIBILITIES	TITLE
<ul style="list-style-type: none"> • Ensure that IRC abides by necessary legislative requirements for the extraction of gravel. • Ensure all employees are adequately trained and inducted for gravel extraction operations. 	Chief Executive Officer
<ul style="list-style-type: none"> • Review and audit the SBMP on an annual basis or as directed by the CEO. • Report on any environmental incidents to IRC's Director of Engineering & Infrastructure. • Monitor effectiveness of SBMP, assure regulatory compliance, and uphold the general environmental duty. Review all reports and notifications relating to the activities to ensure that the system is as effective as possible. • Ensure all workplace health and safety and environmental requirements and procedures are implemented. • Complete internal environmental audits and inspections and ensure results are recorded. • Liaise with regulatory agencies regarding requirements for approvals, licenses, permits and authorities. 	Program Leader Environment
<ul style="list-style-type: none"> • Oversee and delegate specific tasks carried out by the Manager Infrastructure. • Report on any significant incidents or problems to the CEO. 	Director of Engineering & Infrastructure
<ul style="list-style-type: none"> • Ensure all employees are aware of environmental responsibilities. • Report any non-compliance to the Program Leader Environment. • Induction of new employees including environmental responsibilities and the SBMP. 	Manager Infrastructure Planning & Technical Services
<ul style="list-style-type: none"> • Monitor overall performance of gravel pit extraction activities. • Produce, review and monitor SBMPs • Direct construction of environmental controls as necessary. • Report any environmental incidents to the Program Leader Environment. • Ensure Operators are trained in the use of machinery and equipment onsite, safely and efficiently to minimise the risk to human health, safety and environmental nuisance, including noise, air pollution, water quality, waste material and land contamination. • All requirements for approvals, licenses, permits and authorities are in date. • Ensure that the extents of the pits are as per the boundaries conveyed to DAF. • Current / recent gravel test results are available. 	Coordinator Natural Resources
<ul style="list-style-type: none"> • Ensure regular maintenance is undertaken on plant and equipment. 	Overseers & Team Leaders

<ul style="list-style-type: none"> • Ensure Operators are trained in the use of machinery and equipment onsite, safely and efficiently to minimise the risk to human health, safety and environmental nuisance, including noise, air pollution, water quality, waste material and land contamination. • Advise the Program Leader Environment immediately of any environmental incident. • Ensure that the gravel pit is managed in accordance with the SBMP at all times. 	
<ul style="list-style-type: none"> • Carry out the works under the supervision of Team Leader(s). • Report any damage or incidents to Team Leader(s). • Ensure that the gravel pit is managed in accordance with the SBMP at all times. 	All Other Council Employees and Contractors

4.2 TRAINING AND AWARENESS

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

Training should be provided in at least the following areas:

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

5. HEALTH, SAFETY AND EMERGENCY MANAGEMENT

5.1 HEALTH AND SAFETY

All sites are to be managed in accordance with *Work Health and Safety Act 2011*. However, when crushing material, the site must meet the *Mining and Quarrying Health and Safety Act 1999* with an appointed Senior Site Executive (SSE).

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

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

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

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

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

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

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

All accidents, incidents and near misses within classified quarries (as per MQHS Act) must be reported and investigated by Resources Safety & Health Queensland.

Documentation to be kept onsite includes:

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

5.2 EMERGENCY PROCEDURES

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

5.2.1 Potential Risks and Hazards

Primary site risks for IRC Quarries include:

- Access to any IRC gravel pit by unauthorised and untrained individuals – management are to ensure that only those persons permitted on site are allowed to enter or remain, and that any guests or visitors to the site complete a safety induction or are to be escorted at all times by site staff.

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

5.2.2 Emergency Response Management

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

Emergency Response Management include:

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

FIRE MANAGEMENT	
MITIGATION MEASURES	<ul style="list-style-type: none"> • Cease operations on site if there is significant risk of fire danger

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

SPILL MANAGEMENT

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

- Investigate the circumstances and will report to DES any risk of environmental harm
- Implement mitigation measures as appropriate to minimise risk of recurrence

5.3 INCIDENT REPORTING / MANAGEMENT

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

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

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

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

5.4 COMPLAINT REPORTING / MANAGEMENT

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

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

6. OPERATIONS

6.1 GRAVEL PIT LAYOUTS

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

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

6.2 EXTRACTION METHOD

- Works shall be carried out on a progressive, as needs basis, whereby only the section needed to obtain the required amount of material shall be cleared and extracted at any one time.
- Gravel Pit production is expected to be in the range of 0 to 40,000 (tonnes per annum) per site pending gravel material demand.
- All topsoil where existing shall be stockpiled as per the corresponding working plan for that site, for later respreading in the rehabilitation process
- Excavator or bulldozer will rip and push gravel material into stockpiles.
- Crushing and screening where deemed necessary for a quality product will be undertaken by portable plant.
- Stockpiles will be arranged to provide ready access and maximum benefit for noise attenuation from plant.
- Product despatch will be loader-based weighting scales.
- Truck types including semi tippers, truck dog combinations or body trucks will transport the product. No truck will be permitted to leave the site unless the load is legal and secure.
- Should the extraction works be undertaken by a contractor, the contractor may prepare an operation plan in conjunction with Council for operations in the gravel pit and supply work method statements for the operations.
- All operations of the pit are to be managed in accordance with *Work Health and Safety Act 2011* or when crushing material, the site must be managed in accordance with *Mining and Quarrying Health and Safety Act 1999*.
- Normal hours of operation will be Monday to Saturday 6 am – 6 pm (excluding public holidays).

6.3 STOCKPILING OF TOPSOIL

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

Maximum stockpile height of topsoil to be 3m.

6.4 STOCKPILES

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

7. ENVIRONMENTAL MANAGEMENT

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

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

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

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

7.1 ENVIRONMENTAL VALUES AND SENSITIVE RECEPTORS

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

Table 2: Environmental Site Checklist

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

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

7.2 WATERWAYS AND EROSION CONTROL

7.2.1 General

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

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

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

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

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

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

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

7.2.2 Waterways

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

7.2.3 Stormwater Settlement Dams

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

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

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

7.3 VISUAL IMPACT

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

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

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

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

7.4 NOISE CONTROL

7.4.1 General

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

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

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

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

7.4.2 Neighbouring Residents

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

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

7.4.3 Blasting Activities

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

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

7.5 AIR QUALITY (INCLUDING DUST)

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

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

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

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

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

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

7.6 FLORA AND FAUNA

7.6.1 General

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

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

- Protected flora species
- Regulated Vegetation
- Essential habitat

- Fauna species / habitat

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

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

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

7.6.2 Regulated Vegetation & Vegetation Clearing

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

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

7.7 BIOSECURITY

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

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

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

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

7.8 WASTE AND CHEMICAL STORAGE AND DISPOSAL

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

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

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

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

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

7.9 CULTURAL HERITAGE

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

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

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

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

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

The accidental find procedure should include:

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

7.10 ENVIRONMENTAL INCIDENTS AND COMPLAINTS

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

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

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

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

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

7.11 NON-CONFORMANCES

Non-conformances may include the following:

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

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

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

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

8. SITE REHABILITATION

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

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

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

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

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

8.1 TEMPORARY CLOSURE / MOTHBALLING

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

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

8.2 SITE CLEAN UP

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

8.3 SITE PREPARATION

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

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

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

8.4 EROSION PREVENTION

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

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

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

8.5 REVEGETATION

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

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

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

8.6 WEED CONTROL


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

8.7 MONITORING, MAINTENANCE AND ASSESSING COMPLETION

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

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

APPENDICES



APPENDIX A – Site Based Management Plan Guideline

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

GRAVEL PIT MANAGEMENT PLANNING

SITE BASED MANAGEMENT PLAN GUIDELINES

Current as at 05.02.2020

Presented by **Engineering & Infrastructure**



INTRODUCTION

PURPOSE OF THIS SBMP GUIDELINE

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

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

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

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

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

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

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

DESCRIPTION OF GRAVEL PIT AND EXTRACTION OPERATION

LOCATION

Describe the location of the gravel pit including:

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

OPERATION DETAILS

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

Additional items to included:

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

SITE MAP

To included:

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

SAFETY MANAGEMENT

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

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

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

Regular prestart meetings are conducted

ENVIRONMENTAL MANAGEMENT

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

CULTURAL HERITAGE

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

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

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

REHABILITATION

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

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

Key items include:

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

APPENDIX A – Template Form – Site Specific Management Plan

GRAVEL PIT MANAGEMENT PLANNING

PLANNING, APPROVAL & PERMIT REQUIREMENTS

Current as at 05.02.2020

Presented by **Engineering & Infrastructure**



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1.INTRODUCTION

1.1 PURPOSE OF THIS DOCUMENT

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

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

2. GENERAL DUTY REQUIREMENTS

2.1 ENVIRONMENTAL PROTECTION ACT 1994

2.1.1 General Environmental Duty

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

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

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

2.1.2 Duty to Notify

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

2.1.3 Environmental Protection (Air) Policy 2008

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

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

2.1.4 Environmental Protection (Noise) Policy 2008

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

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

2.1.5 Environmental Protection (Water) Policy 2008

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

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

2.2 BIOSECURITY ACT 2014

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

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

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

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

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

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

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

3. PLANNING AND LOCAL GOVERNMENT

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

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

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

3.1 STATE PLANNING POLICY

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

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

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

3.2 ASSESSABLE DEVELOPMENT – OPERATIONAL WORKS (EXCAVATION AND FILLING)

The *Planning Act 2016* defines operational work as:

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

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

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

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

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

3.3 ASSESSABLE DEVELOPMENT – MATERIAL CHANGE OF USE

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

“the use of premises for—

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

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

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

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

3.3.1 Belyando Shire Planning Scheme

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

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

3.3.2 Broadsound Shire Planning Scheme

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

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

3.3.3 Nebo Shire Plan 2008

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

3.3.4 Draft Isaac Regional Planning Scheme

Temporary Uses under the Planning Scheme

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

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

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

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

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

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

Strategic Framework

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

The key assessment pieces are:

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

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

“renewable energy facilities and extractive industries:

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

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

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

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

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

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

3.3.5 Approval Pathways

Overview

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

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

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

Impact Assessment Pathway

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

No Referral Triggers

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

Includes Referral Triggers

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


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

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

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

¹ DSDMIP Development Assessment Mapping System available at:

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

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

4. APPROVAL AND PERMIT TRIGGERS

4.1 FORESTRY ACT 1959

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

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

Table 1: Sales Permit Triggers

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

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

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

The mandatory content includes the following:

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

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

4.2 COASTAL PROTECTION AND MANAGEMENT ACT 1992

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

4.3 ENVIRONMENTAL PROTECTION ACT 1994

4.3.1 Environmental Protection Regulation 2008

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

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

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

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

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

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

4.3.2 Soil Disposal Permit

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

4.4 FISHERIES ACT 1994

4.4.1 Waterway Barrier Works

Waterway barrier works may be initiated for the following:

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

4.4.2 Marine Plants

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

4.4.3 Fish Habitat Areas

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

4.5 NATURE CONSERVATION ACT 1992

4.5.1 Protected Plants

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

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

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

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

4.5.2 Protected Fauna

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

4.5.3 Fauna and Animal Breeding Places

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

4.6 REGIONAL PLANNING INTERESTS ACT 2014

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

4.7 TRANSPORT INFRASTRUCTURE ACT 1994

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

4.8 VEGETATION MANAGEMENT ACT 1999

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

4.8.1 Exempt Clearing Work

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

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

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

4.8.2 Accepted Development Vegetation Clearing Code

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

4.8.3 Operational Works Permit

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

4.9 WATER ACT 2000

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

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

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

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

QUARRY MANAGEMENT PLAN

Including Operations, Safety and Environment



Presented by: Name
Endorsed: xx/xx/xxxx
Resolution No: xxxx
Current as at: xx/xx/xxxx

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TERMINOLOGY USED IN THIS PLAN

Note to the Reader:

Throughout this plan the term “quarry” is used to refer to both a quarry and a gravel pit.

The term “**quarry**” is synonymous with the definition contained in the *Mining and Quarrying Safety and Health Act 1999*:

“A quarry is a place on land where operations are carried on, continuously or from time to time, to produce construction or road building material.”

The term “production” included in the definition of a quarry includes digging the material from the ground and then processing it through a primary crusher, secondary crusher, and screens to produce the final product used in road building.

A **gravel pit** is an open cast (surface) working for the extraction of gravel.

While the term “quarry” is used interchangeably within this document, it is not intended that the legislative obligations from the *Mining and Quarrying Safety and Health Act 1999* be conferred to gravel pits.

To determine whether a site is a gravel pit or quarry, reference must be made to Council’s register of quarries. All sites not listed as a quarry are gravel pits and therefore all obligations prescribed in *Mining and Quarrying Safety and Health Act 1999* do not apply.

The status of a site, whether a quarry or gravel pit, has no impact on any other obligation derived from the *Work Health and Safety Act 2011* and the *Environmental Protection Act 1994* or any other legislation mentioned in this plan.

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INTRODUCTION

PURPOSE OF THIS QUARRY MANAGEMENT PLAN

This Quarry Management Plan (QMP) outlines the practices that will be followed in the operation and maintenance of gravel extraction sites located within the Isaac region and details how Council will meet its legislative obligations to ensure safe and environmentally responsible extraction of materials.

The plan also outlines Council's obligations for the operational management of its quarry sites specified by its various permits, authorisations and legislation.

This Quarry Management Plan is to be used in conjunction with (but does not replace) the Site Based Management Plan (SBMP) to manage quarry operations at each specific site. Reference within each Site Based Management Plan should be made to this plan.

As a minimum, this plan:

- Has been produced to comply with the Isaac Regional Council Integrated Management System (IMS) requirements which comply with the Quality, Environmental and Work Health and Safety standards:
 - ISO 9001:2016 – Quality Management Systems
 - ISO 14001:2016 – Environmental Management Systems
 - ISO 45001:2018 – Occupational Health and Safety Management Systems
- Incorporates operational activities that must be delivered in accordance with the processes defined in the Project Management Plan and Site Based Management Plan.

APPROVAL FOR IMPLEMENTATION

This plan is to be reviewed by the project manager for the quarry operations to ensure appropriateness and conformance to the requirements of the project scope and general conditions of the project.

REVIEW AND CONTINUAL IMPROVEMENT

This plan should be regularly maintained and updated at least every five years to ensure that it remains relevant to extraction projects and Council policies. The review will include (but is not limited to):

- Any site development issues that may have emerged;
- Any changes in compliance standards, best industry practices or codes of practice;
- Quarry health and safety;
- Any changes required in response to any complaint received about any quarry;
- Any other relevant matters in relation to any quarry; and
- Any updates to matters covered in this Quarry Management Plan.

Additional reviews may be triggered as a result of incidents/near misses, alterations to legislative requirements or permits/authorities and significant changes to operations.

Relevant Council stakeholders will also be consulted during any review of the plan.

ACCESSIBILITY AND DOCUMENT PROTOCOL

This plan is to be made accessible by all internal and external workers and stakeholders with hard copy access on site. A copy of the Site Based Management Plan must also be available in hard copy at each site.

COMMUNICATION

This plan is to be communicated within Isaac Regional Council, with amendments communicated in accordance with Council's Consultation and Communication Procedure.

GLOSSARY / ABBREVIATIONS

ABBREVIATION	DEFINITION
ISO	International Organisation for Standardisation
JSEA	Job Safety & Environmental Analysis
PPE	Personal Protective Equipment
QLD	Queensland
SBMP	Site Based Management Plan
SDS	Safety Data Sheet
SWMS	Safe Work Method Statement
TMP	Traffic Management Plan
WHSQE	Work Health Safety, Quality & Environment

DEFINITIONS

TERM	DEFINITION
Cultural Heritage Find	Means a significant Aboriginal object or, evidence of archaeological or historic significance of Aboriginal occupation or Aboriginal human remains, found in the course of undertaking an activity.
Endorsed Quarry Area	Means an area from which Council is authorised to extract quarry material under its Sales Permit with the State of Queensland. The specific details of the area is specified in Schedule 3 of the permit and is also shown on a corresponding map in Schedule 5.
Environmental Harm	Has the same meaning as defined in section 14 of the <i>Environmental Protection Act 1994</i> : 1. Any adverse effect, or potential adverse effect (whether temporary or permanent and of whatever magnitude, duration or frequency) on an environmental value, and includes environmental nuisance.
Environmental Values	Has the same meaning as defined in section 9 of the <i>Environmental Protection Act 1994</i> : (a) A quality or physical characteristic of the environment that is conducive to ecological health or public amenity or safety; or (b) Another quality of the environment identified and declared to be an environmental value under an environmental protection policy or regulation.
Gravel Pit	An open cast (surface) working for the extraction of gravel.
IRC/Council	Means Isaac Regional Council.
IRIS	Council's internal intranet site.
Lucidity	Council's safety management system software platform.
Project Manager	The person in overall charge of the planning and execution of the project.
Quarry	The term is synonymous with the definition contained in the <i>Mining and Quarrying Safety and Health Act 1999</i> :

	<p><i>“A quarry is a place on land where operations are carried on, continuously or from time to time, to produce construction or road building material.”</i></p> <p>The material is then processed through a primary crusher, secondary crusher, and screens to produce the final product.</p> <p>In this document the term quarry will also apply to gravel pits (see section on <i>Terminology Used in this Plan</i>)</p>
<p>Site Based Management Plan</p>	<p>A site-specific overarching framework that provides a structured operational action plan for managing quarry operations by specifying a series of best practice measures to ensure compliance with relevant legislation. The Site Based Management Plan, together with this Quarry Management Plan, associated procedures, policies and their related forms and checklists make up the overall framework for the activity to be conducted at the site.</p>

NOTE: Further definitions specific to safety and environmental management are contained within the relevant sections.



A photograph of a steep, rocky slope covered in gravel and small stones. The rocks are in shades of brown, tan, and grey. In the background, a single tree stands on a ridge under a cloudy, overcast sky. The overall scene is desolate and appears to be a construction or mining site.

OPERATIONAL MANAGEMENT

EXTRACTIVE OPERATIONS

Council has many sites where extractive operations are conducted. Each is classified as either a gravel pit or a quarry and its classification is determined by whether the operations carried out (presently and in the past) are as prescribed in the *Mining and Quarrying Safety and Health Act 1999* (see definition for *quarry*).

All sites are identified and presented as a layer viewable through Council's IntraMaps program and can be used to determine which sites are quarries.

PROJECT PLANNING

When planning projects that require the use of Council quarries, officers must be aware of legislative requirements that govern land use and confer duties and obligations on Council. This may include:

- *Isaac Regional Council's Environmental Policy*
- *Isaac Region Biosecurity Plan*
- *Isaac Regional Council's Stock Route Management Plan*
- *Environmental Protection Act 1994*
- *Biosecurity Act 2014*
- *Aboriginal and Torres Strait Islander Heritage Protection Act 1984 (Cth)*
- *Aboriginal Cultural Heritage Act 2003 (Queensland)*
- *Workplace Health & Safety Act 2011*
- *Mining and Quarrying Safety and Health Act 1999*
- *Forestry Act 1959*
- *Fisheries Act 1994*
- *Vegetation Management Act 1999*
- *Water Act 2000*
- *Nature Conservation Act 1992*
- *Environmental Protection and Biodiversity Conservation Act 1999 (Cth)*

APPROVALS, PERMITS OR AUTHORITY TRIGGERS

Conducting quarry operations, or creating a new quarry, will often trigger planning/environmental approval and permitting requirements. The following section provides an overview of those requirements and assists in determining when permits and approvals are triggered.

The following section identifies the key legislative requirements. It is not to be considered as an exhaustive list and should be reviewed when site details have been determined and/or site conditions change.

FORESTRY ACT 1959

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

Consultation with the Department of Primary Industries is recommended to confirm specific Forestry Act permits and approvals.

Table 1: Sales Permit Triggers

Proposed use of the material → Proposed source of the material ↓	To be used by Council for purposes consistent with the <i>Local Government Act 2009</i>	To be supplied or sold to a third party	To be supplied to TMR or another Council for road maintenance tenders
Freehold land where ownership of quarry material is reserved to the state	Sales Permit required	Sales Permit required	Sales Permit required
Freehold land where ownership of quarry material is not reserved to the state	Not required – other approvals may be necessary	Not required – other approvals may be necessary	Not required – other approvals may be necessary
Reserve for which Council is trustee	Not required – other approvals may be necessary	Sales Permit required	Sales Permit required
State-controlled road reserve	Not required – other approvals may be necessary	Not required – other approvals may be necessary	Not required – other approvals may be necessary
State Leasehold Land	Sales Permit required	Sales Permit required	Sales Permit required
Other State land (including Forest Reserve or Entitlement Area)	Sales Permit required	Sales Permit required	Sales Permit required

Council currently holds Sales Permit number 134488 issued by the Department of Primary Industries. The sales permit authorises Council to extract quarry material from the “Endorsed Quarry Area” of each approved site in accordance with the *Forestry Act 1959* and the terms and conditions of the permit.

Each approved location includes a specific area from which material can be extracted and is identified within the permit using GPS coordinates. This area is known as the “Endorsed Quarry Area”.

Under the terms and conditions entered into between Council and the Department of Primary Industries, Council must not conduct extraction activities at a site until the department has approved a Site Based Management Plan (commonly known as a Quarry Management Plan) for the endorsed area.

The plan is a proactive approach, tailored to assist in meeting the general environmental obligations, site needs and prevention of environmental issues. It also includes other matters for consideration and records any landholder requirements.

The mandatory content of the plan includes:

- a general description of the persons involved on the Endorsed Quarry Area (names, Sales Permit number, Council details, Site Senior Executive details); maps showing general locations, Endorsed Quarry Area boundaries, GPS co-ordinates, access roads, existing or proposed infrastructure, stockpile areas, operation working faces, the extent of proposed workings, extraction plans;
- the measures to be taken by Council to manage the Endorsed Quarry Area and associated access roads including boundary marking, environmental measures, rehabilitation measures, pest management, safety agreements or measures taken to manage any impacts on landholders or neighbours; and
- any other matters or requirements as required by the department.

This Quarry Management Plan, when used in conjunction with each Site Based Management Plan, addresses this requirement.

BIOSECURITY ACT 2014

The *Biosecurity Act 2014* classifies invasive species and establishes obligations regarding their control. All persons are obligated by this act to ensure that they, depending on its classification, report, effectively minimise or completely eradicate listed pest animals and plants that occur on the property managed or owned by that person.

COASTAL PROTECTION AND MANAGEMENT ACT 1992

The *Coastal Protection and Management Act 1992* has not been addressed as it is assumed that quarries are not within the Coastal Management District. If it is determined that a quarry site is located within a Coastal Management District, reference must be made to the act to determine obligations and requirements.

SOIL CONSERVATION ACT 1986

The object of the *Soil Conservation Act 1986* is to conserve the state's soil resources by ensuring land holders facilitate appropriate soil conservation measures on a property scale. All landholders or organisations with a management right over a landholding have an obligation under this act to mitigate soil erosion. Management of all disturbance areas within the quarry boundaries will ensure, via the use of approved management and control plan, its operations preserve the existing site soil qualities and prevent any decline or loss.

ENVIRONMENTAL PROTECTION ACT 1994

The *Environmental Protection Regulation 2019* identifies activities that are considered prescribed "Environmentally Relevant Activities" (ERA) that require a permit (Environmental Authority) to conduct operations related to extractive and screening activities (ERA16). The following is an extract from the Regulation:

1. Extractive and screening activities consists of any of the following –
 - (a) Dredging a total of 1,000 tonnes or more of material from the bed of naturally occurring surface waters, in a year
 - (b) Extracting, other than by dredging, a total of 5,000 tonnes or more of material, in a year, from an area
 - (c) Screening 5,000 tonnes or more of material, in a year
2. The relevant activity does not include –
 - (a) extracting material under an environmental authority for a resource activity; or
 - (b) extracting material from a road reserve if –

- i. the material is to be used for constructing or maintaining a road
 - ii. the surface area from which the material is extracted is less than 10,000 m²
- (c) extracting material from a place for constructing a road or railway at the place
- (d) extracting material from a place, other than by dredging, for constructing the foundations of a building at the place
- (e) extracting material for reshaping land if –
- i. reshaping the land does not involve blasting
 - ii. the material is not removed from the site from which it is extracted
- (f) screening material on the site from which it has been extracted in the course of carrying out an activity mentioned in paragraphs (a) to (e).

If the quarry is classified as an ERA, then an EA application is triggered with the statutory authority. There are ERA standards applicable to:

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

If the ERA fits within one of the above classifications, it meets the eligibility criteria and can be undertaken within the standard conditions, the application is a standard application.¹ However if those are not met, then a site-specific application will be required to assess aspects of air, water, noise and waste.

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

The standard conditions of an EA Permit require the activity to be undertaken in accordance with written procedures that identify potential risks to the environment and establishes control measures to minimise environmental harm. This Quarry Management Plan, in conjunction with the Site Based Management Plans (refer to Appendix 2), have been developed to address this requirement.

It is important to understand the specific timeframes that apply to the activity when determining whether an EA is required. Schedule 1 of the *Acts Interpretation Act 1954* states “year, without specifying the type of year, means calendar year.” This is applicable only to an activity for which Council does not yet hold an EA.

Example: 2,000t is extracted from a site for which Council does not hold an EA in March of therefore less than 3,000t may be extracted up until the end of December in that same year without reaching the threshold for an EA.

For an ERA authorised by an EA, the year is defined by the *Environmental Protection Regulation 2019* which states:

References to carrying out particular environmental activities in a year

- (1) This section applies for a prescribed ERA or a resource activity being carried out under an environmental authority.

¹ Refer to the [Environmentally Relevant Activity Standards](#)

- (2) A reference in schedule 2 or schedule 3 to the activity being carried out in a year is a reference to the activity being carried out during –
 - (a) for the first year of the environmental authority—the period of 1 year starting on the day the authority takes effect; or
 - (b) otherwise—the period of 1 year starting on an anniversary day for the authority.

To clarify, most, but not all of Council's pits are listed on one environmental authority with an anniversary date of 28 July of each year. The year timeframe would be calculated from that date.

Details of sites included on Council's Environmental Authority are recorded in the master register and also mapped and presented as a layer viewable through the Council's IntraMaps program.

PLANNING ACT 2016

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

Existing Council quarries generally operate with existing use rights or operate under exemptions under the *Planning Regulation 2017*. However, planned expansion to existing uses, as well as establishment of new quarries will need to consider the requirements of the *Planning Act 2016*, the relevant local planning scheme and any state planning requirements that may apply to the site.

Development within the Isaac Region is regulated by the Isaac Regional Planning Scheme (the Planning Scheme). The Planning Scheme came into effect on 1 April 2021, superseding the former planning schemes of the Belyando, Broadsound and Nebo Shires.

Details on the process, potential exemptions and approval requirements is outlined below. Advice should be sought early in the project planning phase from Council's Liveability and Sustainability Department and/or a private town planning consultant for any new or expanded projects, to confirm requirements.

Exemptions under the *Planning Regulation 2017*

A material change of use is a type of development defined under the *Planning Act 2016* as:

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

Operational work is a type of development defined under the *Planning Act 2016* as:

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

Schedule 6 of the *Planning Regulation 2017* provides information regarding development that a local government's planning scheme is prohibited as classifying as assessable development. To this regard, Schedule 6 identifies development (being a material change of use and/or operational work) that is exempt from assessment against a local government's Planning Scheme.

In accordance with Schedule 6, Part 26(4) of the *Planning Regulation 2017*, it is considered that gravel pits, where adjacent to road transport infrastructure (a road), are considered exempt from assessment against the Planning Scheme:

- (4) Development that –
 - (a) is adjacent to –

- (i) an aid to navigation; or
 - (ii) a public marine facility; or
 - (iii) road transport infrastructure; or
 - (iv) transport infrastructure; and
- (b) is ancillary to the use, maintenance, repair or upgrading of the infrastructure

Examples for paragraph (b) –

Excavating, crushing, screening, cutting, filling, preparing construction material (including concrete), storing materials, removing vegetation, building dams, fences, site offices and worker accommodation

If a quarry does not meet the exemption above and meets the definition of a ‘material change of use’, assessment against the Planning Scheme is required and a development permit may be required.

It is noted that an exemption under Schedule 6 of the *Planning Regulation 2017*, does not exempt the development from any other approval requirements (i.e. Environmental Authorities and/or other State Approvals for example – vegetation clearing).

ISAAC REGIONAL PLANNING SCHEME

Overview

Under the Planning Scheme, an existing or proposed quarry is described as an ‘Extractive industry’. Extractive industry is defined as:

“the use of premises for –

(a) extracting or processing extractive resources; and

(b) any related activities, including, for example, transporting the resources to market.”

The majority of existing and proposed quarries are likely to be located in the Rural Zone of the Planning Scheme.

In accordance with Table 5.4.6.5 of the Planning Scheme, an Extractive Industry use is impact assessable in the Rural Zone. This means that an impact assessable material change of use application would be required to obtain a development permit for the establishment of a new, increase of an existing or re-establishment of an abandoned quarry.

Council would be the relevant assessment manager for this type of application and assessment would be required against the relevant assessment benchmarks of the Planning Scheme, which in the case of an impact assessable development application, is the Planning Scheme in its entirety.

It is reinforced however, that a development permit for this use is only required in the instances that the development does not meet the exemptions of the *Planning Regulation 2017* as detailed above.

Assessment Benchmarks

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

The key assessment pieces are:

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

The intent of the Rural Zone relating to extractive industry states:

- “renewable energy facilities and extractive industries:*
- (a) mitigate impacts on the environment and adjoining land uses;*
 - (b) do not degrade Class A and B agricultural land; and*
 - (c) rehabilitate sites upon completion of activities.”*

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

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

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

If a development site is affected by overlays (i.e. flood / bushfire overlays) the development application will be required to demonstrate compliance with any additional overlay code benchmarks.

Approval Pathways

Exemptions

For development which meets the definition of a material change of use, it should first be determined if any exemptions apply under Schedule 6 of the *Planning Regulation 2017*. If an exemption applies, a development application is not required and assessment against the Isaac Regional Planning Scheme is not required.

Development Application Assessment Pathway

Where an exemption does not apply, an impact assessable material change of use development application, assessable against the Isaac Regional Planning Scheme will be required. Council would be the Assessment Manager in accordance with the *Planning Act 2016* and the *Planning Regulation 2017*.

It is recommended that a third-party town planning consultant be engaged to support the preparation of a development application in this case. A development application should include:

- **Application** – A town planning report must be submitted to Council providing assessment against the relevant benchmarks of the Isaac Regional Planning Scheme, including the Strategic Framework, Zone Code, Use Code and any applicable Overlay codes affecting the site.

- **Referrals** – A development application must identify any referral triggers under the *Planning Regulation 2017* (Schedule 10). Guidance is provided in Section 4 of this document and mapping is provided by the Qld Government². Common referral triggers for quarries include (but are not limited to):
 1. Clearing native vegetation.
 2. State-controlled transport infrastructure.
 3. Environmentally Relevant Activities (ERA).

Where a referral has been triggered, the State Assessment and Referral Agency acts as the referral body and must refer the application in accordance with the statutory application process detailed by the Development Assessment Rules.

Referral agencies assess the development application against the State Development Assessment Provisions (SDAP) which are state assessment codes. Referral agencies provide their decision and any conditions to the assessment manager, which the assessment manager is required to include in their decision notice.

- **Public Notification** – Impact assessable development applications require public notification. Requirements of the public notification are prescribed by the statutory Development Assessment Rules. Public notification is generally required for 20 business days and involves contacting adjoining landholders, placing a public notice in the newspaper and placing a sign on the subject site.
- **Assessment** – The assessment manager will assess the development application against the relevant assessment benchmarks and issue a Decision Notice to the applicant. It is noted that the assessment process for an impact assessable development application is likely to take approximately six months from the application stage to a decision being received.

STATE PLANNING POLICY

The [State Planning Policy](#) (SPP) defines specific matters that are of state interest. Mining and extractive resources are addressed within the Economic Growth section of the SPP. The [State Interest Guideline for Mining and Extractive Resources](#) (July 2017) provides economic guidance on balancing the state interest surrounding growing the economic capacity of the state through mining and extractive resources and protecting the environment from incompatible uses.

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

The Minister has identified that the *Isaac Regional Planning Scheme 2021* appropriately integrates the *State Planning Policy July 2017* (SPP) as it applies in the planning scheme area (excluding strategic ports) As such, specific assessment against the SPP is not required.

FISHERIES ACT 1994

Waterway Barrier Works

Waterway barrier works may be initiated for the following:

- If gravel extraction is required from a mapped waterway, an operational works application will be required and environmental offsets may be applicable, this is not recommended

² [Development Assessment Mapping System](#)

- For access across a mapped waterway the design, construction and use must either:
 - Meet the Qld Government’s accepted development requirements for operational work that is constructing or raising waterway barrier works.³
 - Be under a development permit for operational works. In this circumstance Council will need to obtain advice from a suitably qualified person/consultant.

Marine Plants

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

Fish Habitat Areas

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

NATURE CONSERVATION ACT 1992

The *Nature Conservation Act 1992* seeks to protect designated natural areas and the native flora and fauna which are likely to inhabit and depend on those areas. All persons are obliged under this act to ensure that they, and their activities, do not cause harm to native plants and wildlife and the ecosystems in which they are found and depend on.

Protected Plants

If the quarry is within a mapped⁴ high-risk area for protected plants, or if a protected plant is identified at any stage as being within 100 metres of the quarry pit, Council must engage a suitably qualified person to undertake a flora survey of the clearing impact area and to prepare a flora survey report in accordance with the Queensland Government Flora Survey Guidelines⁵. If a protected plant is found during the survey, a clearing permit is required. If no protected plants are found, an exemption notification is still required to the statutory authority.

Protected Fauna

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

Fauna Breeding Places

Under the Act, all native fauna species are protected and can only be disturbed by a suitably licensed person and under a relevant permit. At a minimum, where sites require vegetation clearing that has the potential for animal breeding places (such as bird nests), Council will be required to obtain a Species Management Program and/or Damage Mitigation Permit. Council should engage a suitably qualified person/consultant to develop a Species Management Program⁶ and seek approval from the statutory authority.

³ [Accepted Development Requirements](#)

⁴ [Flora Survey Trigger Map](#)

⁵ [Queensland Government Flora Survey Guidelines](#)

⁶ [Species Management Program Guidelines](#)

TRANSPORT INFRASTRUCTURE ACT 1994

Permits and/or wayleaves are likely triggered where quarries are within, adjacent or require access from/over state-controlled roads or railway lines (further information is within the *Planning Regulation 2017*). The trigger is relative to each specific circumstance so Council should consult with the Department of Transport and Main Roads and/or a suitably qualified person/consultant.

VEGETATION MANAGEMENT ACT 1999

Vegetation areas must not be cleared prior to reviewing the regulated vegetation mapping; this can be obtained from the DNRME online platform⁷. Depending on the vegetation category, land tenure, purpose for the clearing or presence of threatened flora, approvals may be needed.

If vegetation clearing is required, the following apply. It is recommended that Council seek site specific advice prior to undertaking any clearing.

Exempt Clearing Work

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

- An activity authorised under the Forestry Act - quarries covered under the Sales Permit issued under the *Forestry Act 1959* authorises some vegetation clearing required for the gravel pit and hence such clearing is an exemption from the *Vegetation Management Act 1999*.
- Land stated within the Forestry Act (section 55(1) (b, c, or d)) to the extent the clearing is for accessing and extracting quarry material for road works under the Transport Infrastructure Act.
- Clearing vegetation is the infrastructure is government supported transport infrastructure.
- Clearing land that is a Category X area.
- Clearing within land dedicated as a road under the Land Act is carried out by a local government if clearing is for road transport and is a Category X or R area.

Accepted Development Vegetation Clearing Code

The *Vegetation Management Act 1999*, *Vegetation Management Regulation 2023*, *Planning Act 2016* and *Planning Regulation 2017*, in conjunction with associated policies and codes, form the Vegetation Management Framework.

Schedule 21 of the Planning Regulation lists various exemptions for the purposes of the framework, either with or without reference to the land tenure of the site to be cleared. If an exemption applies, then the clearing of that native vegetation is not assessable development that requires a development permit under the Planning Act for the Vegetation Management Framework. However, a development permit may still be required for other frameworks under the Planning Act, or other authorisations may be required under other local, State, or Commonwealth government laws.

The tables within the exemption list⁸ provide the criteria and conditions for clearing without the need for an approval. Refer to the exemption list to determine if the proposed activity is exempt clearing work:

Operational Works Permit

If the clearing is neither exempt nor accepted, an operational works permit will be required. Extractive activities are defined under the Act as a 'relevant purpose' and as such a development permit is able to be

⁷ [Vegetation Management Reports](#)

⁸ [Accepted Development Vegetation Clearing Codes](#)

granted if the State Development Assessment Provisions⁹ are adequately addressed. Note that clearing of essential habitat, of concern or endangered regional ecosystems also requires assessment against the *Environmental Offsets Act 2014*. Council should engage a suitably qualified person/consultant to provide site specific assessment and advice.

WATER ACT 2000

If work (extraction, place fill or vegetation clearing) is required within a watercourse, lake or spring, the riverine protection permit requirements will need to be reviewed. Works may be able to be undertaken in accordance with an exemption as outlined in the Riverine Protection Permit Exemption Requirements¹⁰, if not, a Riverine Protection Permit will be required.

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

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⁹ [State Development Assessment Provisions](#)

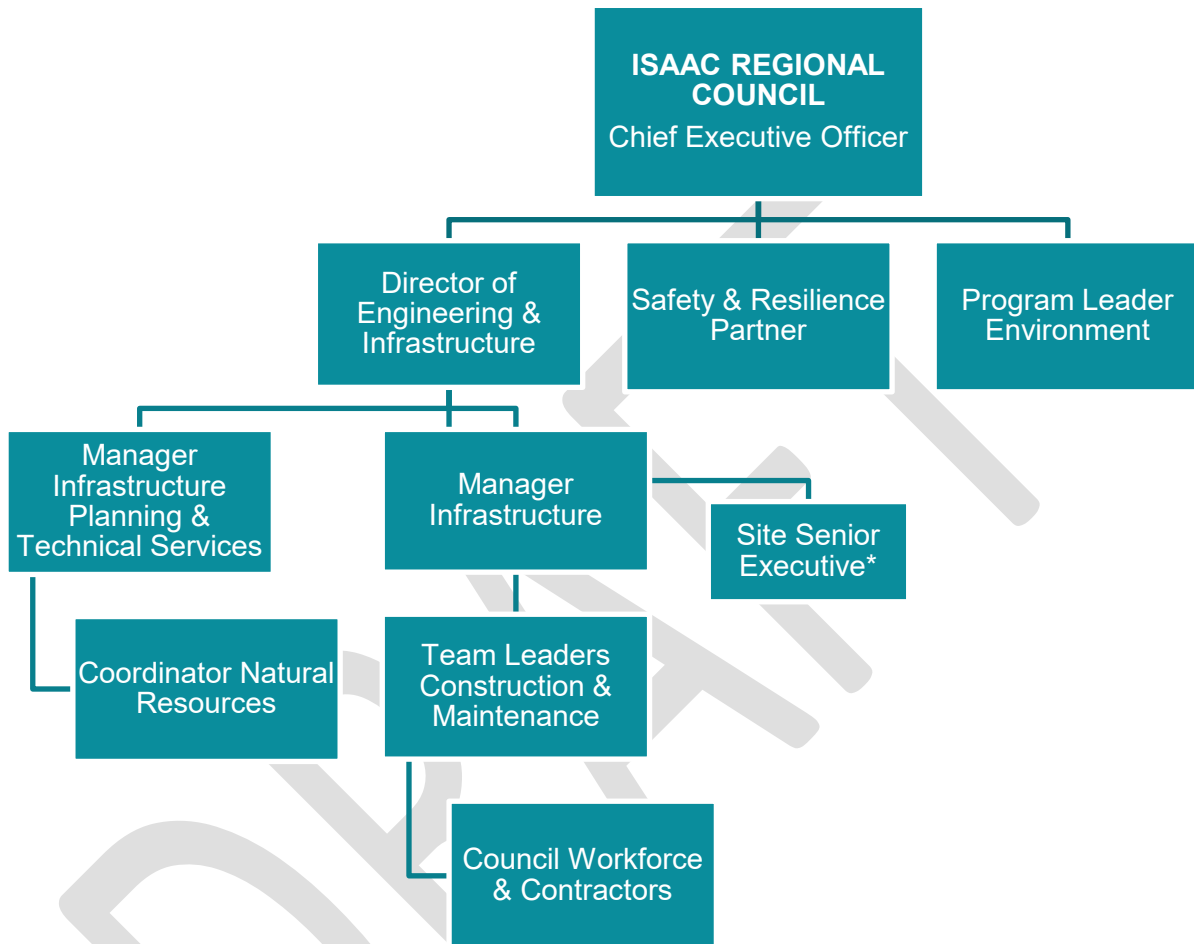
¹⁰ [Riverine Protection Permit Exemption Requirements](#)

ROLES AND RESPONSIBILITIES

Isaac Regional Council has an overall responsibility for ensuring that all employees, contractors and any other personnel involved with works are familiar with the relevant requirements of quarry management.

The flowchart below provides an overview of Council's management structure for quarry operations.

Flowchart 1 – Organisational structure



* Applies only to quarries defined by the *Mining and Quarrying Safety and Health Act 1999*

The table below outlines the responsibilities for the personnel involved with quarry management at Council. While each position is listed separately, multiple roles may be undertaken by one individual. The roles listed in the table below are not all encompassing and do not absolve any other responsibility or obligation conferred by any other legislation or instrument.

Table 1: Overarching Roles & Responsibilities

RESPONSIBILITIES	ROLE
<ul style="list-style-type: none"> Ensure that Isaac Regional Council complies with legislative requirements for the extraction of gravel. Ensure all employees are adequately trained and inducted for gravel extraction operations. Primary duty of care in accordance with the <i>Work Health and Safety Act 2011</i>. 	Chief Executive Officer

RESPONSIBILITIES	ROLE
<ul style="list-style-type: none"> • Ensure a Site Based Management Plan for the project is prepared and approved prior to any works being undertaken for Isaac Regional Council. • Evaluate the Safe Work Method Statements applicable to the works in consultation with relevant personnel. • Ensure all records relating to the quarry project are maintained. • Undertake regular fitness for work assessments which may include random drug and alcohol testing. • Ensure Work Health & Safety, Quality and Environment is integrated in the project to manage risks. • Appoint a Site Senior Executive and ensure that they develop, implement and maintain work, health and safety, quality and environment practices that ensure that risks are minimised. 	<p>Quarry Operator (as defined in Division 3 of the <i>Mining and Quarrying Safety and Health Act 1999</i>)</p>
<ul style="list-style-type: none"> • Oversee and delegate specific tasks to be carried out by the Manager Infrastructure to ensure compliance with this plan and Council's legislative compliance. • Report on any significant incidents or problems to the CEO. 	<p>Director of Engineering & Infrastructure</p>
<ul style="list-style-type: none"> • Set a good example for the workers to follow and encourage a positive attitude towards WHS, quality, environment and quarry management. • Ensure work is carried out in accordance with this plan, associated plans, relevant Safe Work Method Statements and applicable risk management documents. • Ensure that all workers have signed onto the Quarry Management Plan. • Ensure workers are trained in the use of machinery and equipment onsite, to minimise the risk to human health, safety and environmental nuisance, including noise, air pollution, water quality, waste material and land contamination. • Conduct site specific inductions (SSI) for all workers who are required to enter site. • Maintain a register of all workers' licences and competencies. • Conduct regular pre-start and toolbox meetings and ensure they are documented. • Ensure all equipment on site undertakes the required regular maintenance and inspections in accordance with manufacturers' guidelines and Australian Standards. • Ensure that all faulty plant and equipment is removed from site and tagged accordingly, and that the fault is reported to relevant authorities. • Ensure they are aware of the accident/incident reporting/notification and investigation procedures and to report all incidents as soon as they are aware of the incident. • Ensure that all Personal Protective Equipment (PPE) for the job is used, in good condition and/or worn by all workers and visitors on site. • Conduct regular inspections on the site and ensure it is documented. 	<p>Project Manager / Overseer / Team Leader</p>

RESPONSIBILITIES	ROLE
<ul style="list-style-type: none"> • Implement mitigation controls to address hazards identified during inspections and/or reported by workers. • Maintain good housekeeping practices in the workplace. • Ensure WHS, quality, environment and quarry management is embedded in the project process. • Ensure that quarries are managed in accordance with the SBMP and this plan at all times. • Make available for workers at each site, all documents required for risk minimisation including this plan and the Site Based Management Plan. • Liaise with the Site Senior Executive to ensure appropriate risk mitigation and controls are embedded in site operations. 	
<ul style="list-style-type: none"> • Ensure the risk to persons from operations in a quarry is at an acceptable level. • Ensure workers are trained and competent in performing their duties. • Provide for adequate planning, organisation, leadership and control of operations. • Provide for the carrying out of critical work at the quarry that requires particular technical competencies. • Provide adequate supervision and control of operations. • Regular monitoring and assessment of the working environment, work procedures, equipment, and installations at the site. • Provide for appropriate inspection of each workplace at the quarry including, where necessary, pre-shift inspections. • Comply with the <i>Mining and Quarrying Safety and Health Act 1999</i> and the <i>Mining and Quarrying Safety and Health Regulations 2001</i>. 	<p>Site Senior Executive (as defined in Division 3 of the <i>Mining and Quarrying Safety and Health Act 1999</i>)</p>
<ul style="list-style-type: none"> • Participate and contribute to the review of this plan. • Provide advice and technical support to officers developing reports on any environmental incidents. • Provide guidance on monitoring the effectiveness of this plan to assure regulatory compliance and assist in ensuring Council upholds the general environmental duty. • Contribute to reviewing reports and notifications relating to the plan's activities to ensure effectiveness of the system. • Guide officers on the implementation of environmental requirements and procedures. • Provide technical advice and support for internal environmental audits and inspections. • Advise on regulatory agency liaison regarding requirements for approvals, licenses, permits and authorities. 	<p>Program Leader Environment</p>
<ul style="list-style-type: none"> • Monitor overall performance of quarry extraction activities. • Produce, review and monitor Site Based Management Plans and submit to government authorities as required. 	<p>Coordinator Natural Resources</p>

RESPONSIBILITIES	ROLE
<ul style="list-style-type: none"> • Report incidents to Director Engineering & Infrastructure and other management levels/personnel as required. • Ensure all requirements for approvals, licenses, permits and authorities are current. • Ensure that the extents of the pits are as per the boundaries approved by the relevant government agency. • Current / recent gravel test results are recorded and available as required. • Liaise with regulatory agencies regarding requirements for approvals, licenses, permits and authorities. 	
<ul style="list-style-type: none"> • Carry out the works under the direction and supervision of Team Leader(s). • Ensure that the quarry is managed in accordance with this plan and the Site Based Management Plan at all times. • Comply with all reasonable instructions given by supervisors. • Comply with any and all high risk works documents appropriate to the quarry work. • Read and sign acknowledgement of the requirements outlined in all risk management documents (SWMS, JSEA). • Report all incidents, accidents and near misses to supervisors as soon as practicable after the event. • Report all hazards identified at the workplace. • Participate in random drug and alcohol testing. • Undertake regular hazard identification using risk assessment and management tools. • Take reasonable care for their safety and the safety of others. • Comply with all established and/or documented work practices appropriate for the works being undertaken. • Wear all Personal Protective Equipment (PPE) as instructed or as required by the hazard identification process. • Maintain WHS and environmental related licences, certifications and other qualifications/competencies necessary for the execution of duties and provide evidence of these to the site supervisor. • Undertake all required inductions. • Maintain all plant and equipment in accordance with manufacturers' guidelines. • Ensure that all faulty plant and equipment is removed from service, tagged accordingly and reported to Site Supervisor and relevant authorities. 	Workers

RESPONSIBILITIES	ROLE
<ul style="list-style-type: none"> • Comply with Isaac Regional Council’s requirements for the operation of the Quarry. • Comply with this plan for the work unless otherwise agreed to (whereby a non-IRC representative is appointed principal contractor). • Comply with any and all Safe Work Method Statements appropriate to the project work. • Undertake the required relevant Inductions and site-specific induction. • Report all incidents, accidents and near misses to the site supervisor as soon as practicable after the event. • Only bring on site and use equipment that complies with the WHS and Mining and Quarrying Safety and Health Act & Regulations together with the applicable Australian Standards. • Provide the IRC project manager with copies of any licences, qualifications and competencies necessary for the execution of their duties on site. • Participate in random drug and alcohol testing. 	Contractors
<ul style="list-style-type: none"> • Provide guidance on the implementation of this plan. • Conduct site inspections in consultation with the project manager as required. • Conduct drug and alcohol testing on site as required. • Investigate any incidents that occur during the project. 	Safety & Resilience
<ul style="list-style-type: none"> • Provide assistance and advice on the impact management and mitigation strategies for land, vegetation, flora and fauna management. • Assist with the implementation of the environmental aspects of the project plan. • Provide support on investigations for any environmental incidents that occur during the project. • Provide advice and assistance in monitoring effectiveness of this plan and the Site Based Management Plans to ensure regulatory compliance and assist Council in upholding the general environmental duty. • Participate in internal environmental audits and inspections. 	Environmental / Community Education and Compliance Team Members

COMPLAINT REPORTING / MANAGEMENT

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

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

- Conclusions formed.
- Any actions taken to remedy the effects of the incident/complaint.
- Measures put in place to prevent occurrence of a similar incident.

Complaints relating to environmental matters will be addressed by the Coordinator Natural Resources in consultation with the Program Leader Environment.

OPERATIONAL MANAGEMENT PRACTICES

SITE ESTABLISHMENT

During site establishment activities of each endorsed area, the following should be considered:

- Minimise area to be cleared (for approved clearing only).
- Stockpile all cleared vegetation for use in rehabilitation (refer to the Site Based Management Plan for instruction on clearing of vegetation).
- Recover topsoil (generally the surface soil to a depth of approximately 150mm) and stockpile this resource for use in rehabilitation.
- Recover overburden or subsoil separately if possible.

QUARRY LAYOUTS

A quarry layout diagram or drawing should be developed for each site. Key components of the layout include:

- Access: access to the site is to be provided and maintained by IRC. Where requested by the landholder, a temporary gate or grid for management of livestock may be installed.
- Quarry footprint area to minimise risk of disturbance to sensitive areas.
- Car parking.
- Waste facilities, spill kits and/or other similar aspects.
- Erosion and sediment control measures, including stormwater flow and sediment basins.
- Stockpile locations.

EXTRACTION METHOD

- Works shall be carried out on a progressive, as needs basis, whereby only the section needed to obtain the required amount of material shall be cleared and extracted at any one time.
- Quarry production is expected to be in the range of 0 to 40,000 (tonnes per annum) per site pending gravel material demand.
- All topsoil where existing, shall be stockpiled as per the corresponding working plan for that site, for later respreading in the rehabilitation process.
- An excavator or bulldozer will rip and push gravel material into stockpiles.
- Crushing and screening, where deemed necessary for a quality product, will be undertaken by portable plant.
- Stockpiles will be arranged to provide ready access and maximum benefit for noise attenuation from plant.
- Product despatch will be undertaken by loader-based weighing scales.

- Truck types including semi tippers, truck dog combinations or body trucks will transport the product. No truck will be permitted to leave the site unless the load is legal and secure.
- Should the extraction works be undertaken by a contractor, the contractor may prepare an operational plan (Quarry Management Plan) and supply work method statements, in conjunction with Council, for operations in the quarry.
- All operations of the quarry are to be managed in accordance with *Work Health and Safety Act 2011*. When crushing material, the site must also be managed in accordance with *Mining and Quarrying Health and Safety Act 1999*.
- Normal hours of operation will be Monday to Saturday 6am – 6pm (excluding public holidays).

Profiling

- Following excavation of material from the quarry, the floor will be profiled (where possible) to drain the pit area, or to direct water to a section of the quarry in a manner that prevents the majority of the quarry area being inundated for extended periods of time during the wet season.
- Drainage control will be installed (where required) to ensure that the flow of water from the quarry minimises erosion (e.g. drainage paths / lines should not exceed 2%, use rock check dams, rock mulching etc.).
- Where practical the floor of the quarry shall be ripped along the contour at intervals of no more than 10 metres to encourage natural regeneration and improve water infiltration.

Note – It is important that ripping is undertaken parallel to the contours of the pit. Ripping across the contours (down-slope) is not acceptable as it will promote erosion.

STOCKPILING OF TOPSOIL

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

The topsoil stockpile height should not exceed 2 metres. Slopes may be at the angle of repose (the angle that it will stand naturally).

Should the topsoil not be used for more than 2 months, a vegetative cover may be established to protect the material from loss (e.g. wind / water erosion) and to assist in maintaining the viability of the material. A sterile grass cover is recommended.

STOCKPILES

All stockpiles should be managed as follows:

- All material stockpiles will be contained within the approved limits of the quarry, unless directed by the project manager to stockpile offsite.
- Stockpile sites are to have erosion and sediment control measures installed.
- Allow sufficient spacing between stockpiles for access/egress in case of emergency. Where practicable, the spacing should at least be equal to the height of the stockpile or adequate for emergency vehicle access.
- Locate stockpiles away from drainage lines and in a location where the stockpiles can remain undisturbed until they are required for rehabilitation. Consider installing drainage control upslope of the stockpiles to divert water around the material (e.g. diversion drain / bank), and sediment control measures around the

base of the stockpiles to capture material mobilised during rainfall events (e.g. sediment fence / bund wall).

- Stockpile material loosely to avoid compaction.
- Stockpiles should be located in areas where they will cause minimum dust emissions at the site boundary.
- Council should maintain a record of quantity and destination of the gravel removed from the quarry.
- Stockpiles should generally be below fencing height when within 5 metres of the site boundary.
- Subsoil / overburden stockpiles should also follow these management practices, excepting where noted.

ACCESS ROADS AND ROAD USE

It is a requirement of Council's Sales Permit with the State of Queensland, that vehicles entering or leaving an Endorsed Quarry Area must only use access roads or existing roads. No other road or route may be used without prior written approval. All access roads must be maintained in a satisfactory condition.

INSPECTION, MEASURING AND TEST EQUIPMENT

Quarries undertake regular testing in accordance with the National Association of Testing Authorities (NATA) testing requirements to ensure materials meet gravel specifications. Tests are carried out in accordance with specific contract and quality assurance requirements. Where a lot has been identified as non-conforming, work may not proceed until the required testing, inspection or documentation has been provided to certify that the lot has been approved (based on test results or other quality assurance processes).

SITE REHABILITATION

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

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

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

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

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

PROGRESSIVE REHABILITATION

Progressive rehabilitation will be undertaken as respective sections of the quarry are exhausted. Where possible, topsoil and vegetation removed from newly exposed areas will be directly placed on areas available for rehabilitation.

TEMPORARY CLOSURE / MOTHBALLING

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

- Area to be made safe.
- Working faces, including stockpiles shall be left at the natural angle of repose of mechanically loosened material. This shall apply in all instances when the working face is left unattended.
- All equipment is to be removed from site.
- Areas that have been disturbed outside the immediate quarry footprint or designated access are to be rehabilitated.
- Drainage either from the pit or from sediment basins is designed and installed to minimise contamination risk to the surrounding environment.
- A regular inspection program is to be implemented to ensure that the site is regularly checked (e.g. yearly and after rainfall events) for site issues. Where issues are identified, maintenance works are to be enacted.

Spreading Overburden, Topsoil and Vegetation

Following ripping of the disturbed areas within the quarry, the following applies.

- Spread overburden (if available) over the quarry floor and batters.
- Evenly spread the topsoil over the floor and batters (to depth of approximately 100mm).
- Similar to ripping, the final profiling of the topsoil must be parallel to the contour to minimise erosion.
- Some timber (stockpiled from the initial clearing) should be spread over the pit floor to enhance the site habitat values for fauna. Timber should be spread parallel to the contours to slow water and minimise erosion.

SITE CLEAN UP

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

SITE PREPARATION

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

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

REHABILITATION OF ACCESS TRACKS AND OTHER DISTURBED AREAS

- After the quarry pit has been rehabilitated, the haul road, access track and other disturbed areas (e.g. stockpile areas) should also be rehabilitated.
- Tracks and other compacted areas should be ripped parallel to the contours (across slope). Where this is not practical it is preferable to leave these areas unripped.
- Should the tracks be located on sloping ground of greater than 2%, low whoa-boys (e.g. rollover cross banks or water bars) can be constructed parallel to the contour to reduce flow velocities.
- If there is any topsoil and/or stockpile vegetation material left over after rehabilitation of the quarry pit, this material can be spread over the tracks / other disturbed areas to aid natural regeneration.
- Lastly, the access point to the quarry area should be decommissioned (e.g. pull large trees (cleared during site establishment) or boulders across the turnoff to prevent vehicular access).

EROSION PREVENTION

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

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

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

REVEGETATION

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

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

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

MONITORING, MAINTENANCE AND ASSESSING COMPLETION

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

When assessing whether the rehabilitation process is complete, the key consideration is ensuring that the site is in a stable, non-polluting state and is suitable for its intended future use.

NON-CONFORMANCES

Council is committed to ensuring all non-conformance issues are addressed appropriately and that effective steps are taken to correct any issues that may affect the running of a quarry. Regardless of whether it is a safety, quality or environmental issue, the matter should be addressed appropriately to avoid reoccurrence and to ensure that the quarry project runs efficiently. Some non-conformances will have corrective actions that will require a Hold Point and may occur either prior to the quarry project commencing or during quarry operations.

The project manager is required to ensure that all accepted remedial actions are recorded, followed up and completed as proposed.

Non-conformances may include the following:

- An incident or near miss with potential or actual environmental impact
- Complaints regarding project construction activities
- Not meeting an objective or target from the Site Based Management Plan
- Not meeting conditions of approvals/permits
- Management reviews not being undertaken

All non-conformances must be reported to the Coordinator Natural Resources. The Coordinator Natural Resources, in conjunction with relevant personnel, will identify and coordinate implementation of any preventative and/or corrective actions in response to non-conformances.

SITE BASED MANAGEMENT PLANS

PURPOSE OF SITE BASED MANAGEMENT PLANS

Council quarries are subject to legislative requirements that result in the need for Environmental Authorities issued by the Department of Environment, Tourism, Science and Innovation and Sales Permits issued by the Department of Primary Industries. Both Environmental Authorities and Sales Permits are underpinned by conditions that require the development of a Site Based Management Plan to address how Council will meet those conditions.

The Department of Environment, Tourism, Science and Innovation guideline states the following:

The purpose of a Site Based Management Plan is to demonstrate that persons carrying out environmentally relevant activities have in place, a structured program that:

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

- provides for continual improvement.

The development and implementation of a Site Based Management Plan is not intended to be onerous, but to be a proactive approach, tailored to the needs of the Environmental Authority and the site, that prevents environmental problems occurring.

The Department of Primary Industries Sales Permit states that the objective of the Site Based Management Plan (commonly known as a Quarry Management Plan) is to assist the permittee in managing any quarrying operation in compliance with relevant legislation. The mandatory content to be included in a Site Based Management Plan includes the following:

- a general description of the persons involved on the endorsed quarry area (names, sales permit number, permittee details, Site Senior Executive details);
- maps showing general locations, endorsed quarry area boundaries, GPS co-ordinates, access roads, existing or proposed infrastructure, stockpile areas, operation working faces, the extent of proposed workings, extraction plans;
- the measures to be taken by the permittee to manage the endorsed quarry area and associated access roads including boundary marking, environmental measures, rehabilitation measures, pest management, safety agreements or measures taken to manage any impacts on Landholders or neighbours; and
- any other matters or requirements as required by the Department.

Council has developed a template Site Based Management Plan to address all conditions set by the relevant departments. The template will be used to develop plans for each site prior to works being conducted. The completed plan will then be submitted for approval as required.

An example Site Based Management Plan is included in Appendix 2.

RECORDKEEPING

In addition to Site Based Management Plans, Council is also required to maintain the following records as prescribed in its Sales Permit with the State of Queensland.

The following records will be maintained and retained in accordance with legislated retention schedules:

- Access agreements with landholders.
- Periodic declarations, removal docket, records produced by any scale equipped loader bucket, other scale equipment and/or weighbridge and quantity surveys.





SAFETY MANAGEMENT

SAFETY MANAGEMENT SYSTEM

Council operates all quarries in accordance with its Work Health and Safety Management System. The safety management system details how Council approaches the management of safety risks and ensures the effectiveness of safety risk controls. It includes systematic procedures, processes and policies and is supported by forms, checklists, forms, work instructions and Safe Work Method Statements. Topics contained within the system includes, but is not limited to:

Risk Management	Hazard Identification	Audit and Compliance
Consultation and Communication	Due Diligence	Emergency Management
Employee Wellbeing	Fatigue Management	First Aid
High Risk Work	Health and Wellbeing	Incident/Issue Management
Inductions/Site Access	Injury Management	PPE
Vehicle Management	Working Alone or Remotely	Height Safety
Hazardous Chemical Management	Project & Contractor Management	Plant & Machinery Operations

Reference must be made to the relevant document to ensure that appropriate processes are followed. All documents can be found on Council's intranet – IRIS. The image shown right has been used to indicate that the reader should refer to Council's Safety Management System for related documents.



The following sections then outline specific requirements and obligations placed on Council in respect to quarry management, in addition to those documented in Council's Work Health and Safety Management System. In practice this means that this document should be read in conjunction with Council's Work Health and Safety Management System documents.

RISK MANAGEMENT

The project manager, in conjunction with workers, will review the Quarry Risk Register included in this plan (see Appendix 1) and complete a risk assessment to identify any additional risks prior to the commencement of the quarry project. Additionally, the following tasks must be completed to ensure adequate risk identification and control:

- Review and update existing Safe Work Method Statements (SWMS) to control risks associated with high-risk construction work at the site.
- Assess and document any further control measures required to mitigate the hazards/risks identified in the generic risk assessment in this document.
- Continue to monitor and review the hazards and risks associated with the project and amend the risk assessment as necessary.

Council's risk management framework and supporting documentation can be used to assess and review risks.



- Risk Management
- High Risk Work – Safe Work Method Statements

INCIDENT REPORTING AND NOTIFICATION MANAGEMENT

Accidents, incidents, diseases and near misses are to be reported and handled in accordance with Council's Incident Management Procedure.

Workers must ensure incidents/accidents or near misses are reported to the site supervisor or project manager as soon as practicable. The site supervisor or project manager will then report the incident to the Coordinator Natural Resources and other personnel as required. All personnel involved in the incident may be required to complete a Statement form.

Council has a duty to notify significant or high potential accidents/injuries to Worksafe Qld and the Inspector of Mines (for quarries only). Investigations for incidents must commence as soon as possible after the incident and be completed in a timely manner.

The Coordinator Natural Resources will be responsible for ensuring that the appropriate personnel are involved in Council's reporting/notification obligations (e.g. Safety and Resilience for Worksafe Qld, Site Senior Executive for the Mining Inspectorate, Program Leader Environment for Department of Environment, Tourism, Science and Innovation).

A serious accident or high potential incident at a quarry regulated by the *Mining and Quarrying Health and Safety Act 1999* will also require the Site Senior Executive to carry out an investigation to decide the causes of the accident or incident and prepare a report about the accident or incident. The report must include recommendations to prevent the accident or incident happening again. If the report is about a reportable disease, serious accident or high potential incident, the report must be forwarded to an inspector within one (1) month after the accident or incident.

INCIDENT AND OTHER NOTIFICATION OBLIGATIONS

The *Work Health and Safety Act 2011* and the *Mining and Quarrying Health and Safety Act 1999* both place an obligation on Council to notify of specific incidents.

All notifications required to be made under *Work Health and Safety Act 2011* will be made by a member of Council's Safety and Resilience team as documented in Council's Safety Management System documents. Other notifications relating to the *Mining and Quarrying Health and Safety Act 1999* and those required by Council's permits and authorisations will be made in accordance with the following table:

RESPONSIBILITY	OBLIGATION
Chief Executive Officer or nominated Operator of the quarry	# Notification to the department acting as the statutory authority for the <i>Mining and Quarrying Health and Safety Act 1999</i> of the appointment of a Site Senior Executive (SSE) including any Acting SSE during periods of leave within seven (7) days of the appointment.
Coordinator Natural Resources	* Report to the department acting for the State of Queensland for the issue of <i>Sales Permits for Getting Quarry Material</i> of the appointment of a Site Senior Executive (SSE) including any Acting SSE during periods of leave.
Coordinator Natural Resources	* Report to the department acting for the State of Queensland for the issue of <i>Sales Permits for Getting Quarry Material</i> of any minor accidents and lost time incidents within seven (7) days of the occurrence.
Coordinator Natural Resources	Report to the department acting for the State of Queensland for the issue of <i>Sales Permits for Getting Quarry Material</i> the details of any event, whether directly or indirectly attributed to the performance of the Sales Permit, which may compromise the normal productive operation of any

quarrying operation, and/or causing death or hospitalisation of a person within 24 hours of the occurrence of the event.

Site Senior Executive

Notify an inspector of the department acting as the statutory authority for the *Mining and Quarrying Health and Safety Act 1999* and a district workers' representative, either by notice or orally[†], as soon as practicable after becoming aware of an accident, incident, death or disease* including:

- (a) the precise location where the accident, incident or death happened;
- (b) when the accident, incident or death happened;
- (c) the number of persons involved in the accident, incident or death;
- (d) if the notification is about a death, whether or not caused by an accident – the name of the person who died;
- (e) if the notification is about a serious accident or high potential incident:
 - (i) the name of any person who saw the accident or incident, or who was present when the accident or incident happened; and
 - (ii) the name of any person who was injured as a result of the accident or incident;
- (f) if no-one was present when the person mentioned in paragraph (d) died or the person mentioned in paragraph (e)(ii) was injured – the name of the person who found the deceased or injured person;
- (g) a brief description of how the accident, incident or death happened.

[†] If the notification is made orally, it must be confirmed by notice within 48 hours. If the oral report relates to a death, it must be confirmed by notice within 24 hours.

Site Senior Executive

Providing a report about serious accident or high potential incident to an inspector of the statutory authority for the *Mining and Quarrying Health and Safety Act 1999* within one (1) month of the accident or incident.

Site Senior Executive

Notify an inspector of the department acting as the statutory authority for the *Mining and Quarrying Health and Safety Act 1999* and a district workers' representative of a report received of a reportable disease at the quarry or as a result of operations, as soon as practicable after receiving the report.



- Incident/Issue Management

*Only applies to sites included on Council's Sales Permit.

#Only applies to quarries as defined by the *Mining and Quarrying Safety and Health Act 1999*.

Refer to the following section for specific definitions for notification obligations.

SPECIFIC DEFINITIONS FOR INCIDENT NOTIFICATION MANAGEMENT

The definitions below are specific terms that set out the specific notification obligations for Council.

TERM

DEFINITION

Reportable Disease

Means the following:

- a disease (regardless of the seriousness of the disease) that test results indicate a worker may have contracted as a result of carrying out work for which lead health surveillance or biological monitoring under the *Mining and Quarrying Health and Safety Act 1999* is required
- asbestosis
- chronic obstructive pulmonary disease
- legionellosis
- occupational asthma
- occupational cancer
- silicosis

Dangerous Event	<p>Means an event (including a work caused illness or serious bodily injury) caused by specified high risk plant, or an event at a workplace caused by a workplace activity, if the event involves or could have involved exposure of persons to risk to their health and safety because of:</p> <ul style="list-style-type: none"> • collapse, overturning, failure or malfunction of, or damage to, an item of specified high-risk plant or other mechanical equipment; • collapse or failure of an excavation or of any shoring supporting an excavation; • collapse or partial collapse of any part of a building or other structure; • damage to any load bearing member of, or the failure of any brake, steering device or other control device of, a crane, hoist, conveyor, lift or escalator; • implosion, explosion or fire; • escape, spillage or leakage of any hazardous material or dangerous goods; • fall or release from a height of any Plant, substance or object; • damage to a boiler, pressure vessel or refrigeration Plant; or • uncontrolled explosion, fire or escape of gas or steam.
Event	Means and includes a dangerous event, work caused illness and a serious bodily injury.
High Potential Incident	<p>High Potential Incident includes:</p> <ul style="list-style-type: none"> • Theft or other loss of explosive. • The entrapment of a person. • An incident causing an emergency evacuation of the quarry or part of it, other than as part of a training exercise. • A catastrophic or major structural failure of plant. • One of the following incidents, if the incident has the potential to cause a significant adverse effect on the safety or health of a person: <ul style="list-style-type: none"> – a fire; – an intrush; – damage to, or failure of, haulage winding of lifting equipment; (d) an unplanned movement of, or a failure to stop, a vehicle; – the failure in service of explosion protection or explosive-protected plant; – a failure of electrical equipment or an electrical installation;

- a failure of ground control support or reinforcement;
 - the exposure of a person to a hazardous chemical;
 - an electric shock to a person;
 - an unplanned immersion of a person in liquid or fluid;
 - an unplanned movement of earth or rock;
 - a structural failure of plant
 - an unplanned ignition or explosion of gas, dust or explosive;
 - a spontaneous combustion of a material in an underground mine;
 - an unforeseen incident the site senior executive considers appropriate to be reported.
- An incident causing the death of a person.
 - An incident causing a person to be admitted to a hospital as an in-patient for treatment.
 - An incident causing a person to suffer an injury causing, or likely to cause, a permanent injury to the person's health.
 - An incident causing a person to become unconscious.

Serious Accident

An accident resulting in a person receiving:

- a bodily injury endangering, or likely to endanger, the person's life; or
- an injury causing, or likely to cause, a permanent injury to the person's health; or
- a high potential incident at a quarry of a type prescribed under a regulation (see above); or
- a death at a quarry, whether or not caused by an accident at the quarry.

Serious Bodily Injury

Means an injury to a person that causes:

- the injured person's death; or
- the loss of a distinct part or an organ of the injured person's body; or
- the injured person to be absent from the person's voluntary or paid employment for more than four (4) days; or
- causes a person to be admitted to a hospital as an in-patient.

Work Caused Illness

Means:

- an illness contracted by a person to which work, a workplace, a workplace activity or specified high risk plant was a significant contributing factor; or
- the recurrence, aggravation, acceleration, exacerbation or deterioration in a person of an existing illness if a workplace, a workplace activity, or specified high risk plant was a significant contributing factor to the recurrence, aggravation, acceleration, exacerbation or deterioration.



HEALTH, SAFETY AND EMERGENCY MANAGEMENT

HEALTH AND SAFETY

All Council sites are managed in accordance with the *Work Health and Safety Act 2011*. However, when a site is deemed to be a quarry, the site must meet the *Mining and Quarrying Health and Safety Act 1999* and a Site Senior Executive (SSE) must be appointed.

The *Mining and Quarrying Health and Safety Act 1999* imposes the following safety and health obligations on all workers or persons at a quarry:

Obligations of persons generally

- 1) A worker or other person at a quarry or a person who may affect safety and health of persons at a quarry or as a result of operations, has the following obligations –
 - a) to comply with this Act, standard work instructions, and procedures applying to the worker or person that form part of a safety and health management system for the quarry;
 - b) if the worker or other person has information that other persons need to know to fulfil their obligations or duties under this Act, or to protect themselves from the risk of injury or illness – to give the information to the other persons;
 - c) to take any other reasonable and necessary course of action to ensure that persons are not exposed to unacceptable levels of risk.
- 2) A worker or other person at a quarry has the following additional obligations at the quarry –
 - a) to manage the risk of injury or illness to himself or herself or any other person in the worker's or other person's own work and activities, so that the risk is at an acceptable level;
 - b) to ensure, to the extent of the responsibilities and duties allocated to the worker or other person, that the risk of injury or illness to any person is managed in the work and activities under the worker's or other person's control, supervision, or leadership, so that the risk is at an acceptable level;
 - c) to the extent of the worker's or other person's involvement, to participate in and conform to the risk management practices of the operations;
 - d) to comply with instructions given for safety and health of persons by the quarry operator or site senior executive for the quarry or a supervisor at the quarry;
 - e) to work at the quarry only if the worker or other person is in a fit condition to carry out the work without affecting the safety and health of others;
 - f) not to do anything wilfully or recklessly that might adversely affect the safety and health of someone else at the quarry.

There are also additional safety and health obligations imposed on persons in other statutory positions at a quarry.

Schedule 2 of Council's Sales Permit with the State of Queensland for the extraction of quarry materials also imposes safety conditions on those quarries included on the permit. In addition to obligations already imposed on Council by the *Mining and Quarrying Health and Safety Act 1999* and *Work Health and Safety Act 2011*, Council is required to ensure that:

- Quarrying operations and any acts associated with quarrying operations are undertaken in a manner that eliminates or reduces the occurrence of a Dangerous Event*.

- Notification is made to the department in writing, before quarrying operations commence on an Endorsed Quarry Area, of the name and contact details of the Site Senior Executive who will represent Council for that Endorsed Quarry Area, and in addition to this obligation, the Permittee must at all times throughout the duration of the Sales Permit keep the department notified of the name and contact details any replacement personnel appointed to the Site Senior Executive position.
- All roads are temporarily closed at all access points to an immediate danger zone by use of safety signs, appropriate authorised temporary barriers and/or traffic control personnel whenever acts done in the performance of the Sales Permit constitute a hazard to road users.



- *Emergency Management*

EMERGENCY PROCEDURES

There is potential for specific emergencies to occur at Council quarries. Each Site Based Management Plan must include the identification of an evacuation/ assembly points and relevant contact numbers in the event of an emergency.

All work tasks that require a rescue plan must have a documented plan retained on site.



- *Emergency Management*

QUARRY-SPECIFIC RISKS AND HAZARDS

Specific site risks for Council quarries include:

- Access to any Council quarry by unauthorised and untrained individuals – management must ensure that all persons accessing site are deemed competent. All guests and/or visitors to the site must complete a site safety induction and escorted at all times by approved site workers.
- Flooding of the site – in the event of stormwater contamination being observed onsite, the stormwater should be monitored for the contaminant released or total petroleum hydrocarbons (TPH), Polycyclic Aromatic Hydrocarbons (PAH) and suspended solids.
- Fire risk – green waste stockpiles can pose a fire risk. To mitigate this risk, green waste stockpiles are to be located in a position remote from quarry operations and are to be maintained at workable heights.
- Emergency Response Management - emergency response plans to address specific risks may be required where those risks are deemed to be of a moderate to high level.



- *Inductions / Site Access*
- *Work Alone or Remotely*

EMERGENCY PREPAREDNESS

To ensure everyone on site is prepared for an emergency the project manager shall:

- Inform all workers of the emergency assembly point during their site-specific induction.
- Display emergency procedures in the site office and/or a visible location to all workers.
- Service and inspect fire extinguishers at the beginning of the project and six-monthly.



- *Risk Management*

FIRE EMERGENCIES

In the event of a fire or other emergency evacuation, all workers shall:

- Stop work immediately and vacate the worksite.
- Assist anyone on the worksite who may not be familiar with the evacuation procedures e.g. visitors.
- Notify the onsite supervisor of an emergency.
- Assemble in the nominated assembly points and remain until you receive further instructions from the onsite supervisor or emergency services personnel.

The onsite Supervisor shall:

- Call emergency services on Triple Zero (000) or 112 from a mobile phone.



- *Emergency Management*

MEDICAL EMERGENCIES

In the event of a medical emergency, you should firstly ensure the area is safe for yourself, others and the patient. Call emergency services and follow the advice of responding personnel. If the attending worker feels comfortable, and the medical emergency requires it, undertake DRSABCD on the patient.



- *Emergency Management*

FIRST AID

All sites must have a current first aid kit on site at all times. The first aider kit's location must be communicated to workers. This can be achieved by discussing at the daily prestart talks. The identity of first aid trained personnel on site will be recorded on the emergency contacts register for the site.



- *First Aid*

HEALTH CONTROL

HEALTH SURVEILLANCE

Council's quarry workers are required to undergo a health surveillance prior to commencing work at a quarry and then every five years to assess any changes in accordance with the *Mining and Quarrying Safety and Health Act 1999*. Health surveillance is designed to check for any conditions or personal factors that may impair a worker's ability to tolerate the quarry work environment and the adequacy of the worker's fitness level for the work. Assessments will be carried out by a medical professional and a confidential report provided to Council's Safety and Resilience team. A copy of the report will also be provided to workers.



- *Health and Wellbeing Monitoring*

FITNESS FOR WORK

All workers must ensure they are fit for work upon arrival to the worksite in accordance with Council's Health and Wellbeing Procedure. When working at a Council quarry, all workers must ensure that they are not impaired by fatigue, alcohol or other drugs, prescription or otherwise.



- Health and Wellbeing Monitoring

PERSONAL PROTECTIVE EQUIPMENT

Workers at Council's quarries must wear personal protective equipment (PPE) in accordance with the Personal Protective Equipment Procedure and site signage. Minimum PPE requirements for sites are hi-vis long sleeve shirts, long pants and safety boots.

Additional PPE (e.g. hearing protection, safety glasses, etc) is to be worn as deemed necessary by a Job Safety Environmental Analysis (JSEA), Safety Work Method Statement (SWMS), Safety Data Sheet (SDS) or Risk Assessment.



- Personal Protective Equipment

EXPOSURE TO HEALTH HAZARDS

The Site Senior Executive must ensure that worker's work cycles are adjusted to ensure that hazards present at the quarry do not exceed exposure limits identified in national standards. Where multiple hazards exist, the exposure limits must be assessed by the Site Senior Executive and work cycles further adjusted to account for the interaction of the hazards.



- Risk Management
- Work Instructions

EXPOSURE TO NOISE

Hearing protection must be worn in accordance with site signage and risk-based documentation. Hearing protection must be worn when a worker is working near or with noisy plant and machinery that exceeds 85dB(A).



- High Risk Work – Safe Work Method Statements
- Work Instructions
- Noise Management
- Noise Hazards

VIBRATION EXPOSURE

Plant and equipment used in the crushing of materials in quarries is prone to vibration. Work schedules must take vibration into consideration to ensure that time spent on vibrating machinery is programmed to reduce exposure.



- Risk Management

DUST MONITORING

Quarry activities can result in the release of dust particles into the air. Exposure to dust can cause irritation to worker's skin, eyes and respiratory tract. Where it has been identified that silica dust will cause harm to

the workers, they are required to wear face masks. Additionally, machinery filters need to be cleaned regularly and replaced as required. It is recommended that water suppression is used within the sites to prevent large volumes of dust being emitted into the air.



- High Risk Work – Safe Work Method Statements

CONSULTATION AND COMMUNICATION

Regular meetings will assist in discussing relevant topics related to the quarry and ensure effective communication with the workforce. Additionally it will allow for routine matters, hazards and risks to be addressed and documented.



- Consultation and Communication
- Risk Management

PRESTART MEETINGS

Prior to commencement of works, daily prestart meetings are to be conducted to allow for all site hazards, risks and any ongoing changes to the work environment to be communicated to the workers. Any revisions required to the SWMS in place for the project must be documented during these meetings. If the worksite is a shared zone, whereby there are two Principal Contractors, the minutes must include who is responsible for which aspects for the work.

Prestart meetings should be used to review the Quarry Management Risk Register included in this document as well as identify, assess and document any further risks present on site or additional control measures required.

NOTICEBOARDS

Where possible site WHS and staff noticeboards can be established with relevant information. If no noticeboard can be established, WHS information must be kept within a folder at the worksite.

PROJECT COMMUNICATIONS

If public notices are required, they must be prepared at least a week prior to release to ensure that there is adequate notice for approvals. A communication plan may be required for the project and this should be completed in consultation with Brand Media and Communications. A record of the communication plan should be maintained by the project manager.

SITE COMMUNICATIONS

The communications for the site should be evaluated prior to commencement. A satellite phone may be required for areas without service. Protocols for communications should be established within the risk assessment.

The quarry site sign will display the UHF radio channel along with the site personal protective requirements. Upon entry and exit to site, the operator must communicate their intention to enter or exit from site.

TRAINING

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

In addition to Work, Health and Safety-specific training, quarry-specific training includes:

- Site specific induction training
- Understanding of the current Quarry Management Plan and Site Based Management Plan to ensure that all site workers, including contractors are aware of significant safety and environmental aspects and controls relevant to the site as well as the consequences of deviating from the required controls.
- The implementation of the particulars of this plan and the Site Based Management Plan for the specific site.
- Licence conditions relating to the activities undertaken onsite.
- Operational practices and procedures.
- Environmental obligations and responsibilities whilst working on-site.
- Native Title and Cultural Heritage awareness.
- The implications of the *Environmental Protection Act* for both the individual and the site.
- Basic first aid.

INDUCTIONS

Whilst working for Council, workers must undertake inductions in accordance with the Induction Procedure. A Site-Specific Induction (SSI) must also be completed and include as a minimum:

- Identification of site-specific aspects e.g. location of spill kits, etc.
- Housekeeping e.g. refuelling, waste disposal, etc.
- Strategies employed on site to address hazards.
- Reporting requirements.
- Emergency and evacuation procedures.
- The nature and layout of the quarry's operations.
- The onsite organisational structure and communication procedures
- The location of the quarry's site procedures and practices
- The risk management process

A record of all persons who have attended the site-specific induction shall be maintained by the onsite Supervisor.



- Inductions/Site Access

COMPETENT PERSONNEL

All evidence of workers' competencies are recorded in Council's Lucidity system. Workers must be able to produce the competencies or licence upon request. Workers at quarries may be required to undertake additional training to ensure they understand their duties and responsibilities to the worksite and the environment.



- Inductions/Site Access

PLANT / EQUIPMENT / VEHICLES AND TOOLS

Operators must ensure that their relevant licenses and/or competencies are current and have been presented to the project manager prior to operating any machinery, plant or equipment on site. To ensure that all workers are competent to operate plant and equipment, the project manager can access Lucidity to check qualifications or liaise with the Learning and Development team to check training records.

All plant, equipment, vehicles, and tools must be safe for use, have current registration and be maintained in accordance with the manufacturer's guidelines. It is also the operator's responsibility to ensure that plant, equipment and vehicles remain in a clean, neat, and tidy state for the next operator and the next day's operations.

All machinery and plant must be fitted with warning devices that are visible from the front, rear and side of the equipment to warn persons near the plant of its start-up, operation or failure.

Rules for the use of plant, equipment and vehicles includes:

- Speed limits, traffic rules, signs and directions are to be obeyed at all times within the work site and surrounding areas.
- Seat belts must be worn at all times.
- No smoking permitted inside any Council vehicles.
- No persons are to travel on the outside of the cab of any vehicle.
- All vehicles are to be parked in the designated parking area on level ground with the handbrake applied.
- No vehicle may carry excessive loads without prior permits and appropriate signage and lights.
- Any plant or equipment that is identified as being faulty must be reported immediately to the site supervisor or project manager and if required, be tagged out and removed from service.
- Plant and equipment must have a daily prestart inspection completed and recorded.



- Vehicle Management
- Work Instructions

HEAVY VEHICLE MANAGEMENT

Operators of vehicles that fall under the requirements of the *Heavy Vehicle National Law Act 2012* must comply with the requirements set out in the subordinate regulations.



- Vehicle Management

WHSQE INSPECTIONS & AUDITS

Quarry sites are required to have a weekly inspection completed and recorded to ensure the safety of all the workers on site. These inspections can be completed by the team that are working within the quarry.

Quarry projects may be audited during the period of the contract. The audits will be undertaken either by an internal party or an external party with an interest in the contract. A minimum of two days' notice will be given to the project manager of the proposed audit date. Resulting audit actions will be assigned to the relevant person for rectification. For further information refer to the IMS Audit and Inspections Procedure.



- Audit and Compliance

RECORDKEEPING

Recordkeeping is central to all risk management document control. A daily site diary currently forms part of Council's quality assurance system and is an essential document that is used to document risk management activities. The daily diary should be used to record all high and medium risks, whether identified by inspections, inductions, safe work procedures or hazard reporting. The diary can also be used to record safety meeting minutes, actions and other issues. It also serves as a record of consultation with all workers on site.



- Communication/Consultation
- Risk Management

TRAFFIC MANAGEMENT

If required, the preparation of a traffic management plan (TMP) shall be in accordance with the requirements and recommendations of the Manual Uniform Traffic Control Devices (MUTCD). As a minimum a site plan must be developed to ensure the effective management of and interactions between machinery, vehicles and pedestrians.

The management of traffic is documented in Site Based Management Plans and should take into account:

- traffic direction and flow around site
- separation of heavy vehicles, light vehicles, and pedestrians
- visitor and worker access and parking
- heavy vehicle parking
- visibility around stockpiles
- dedicated pedestrian walkways or paths around site
- barriers to separate pathways, work areas, buildings, etc. from heavy vehicle operations
- personnel entering or working in heavy vehicle operating areas



- Traffic Management

SITE REQUIREMENTS

SITE VISITS

Council worksites are subject to regular site visits from other departments of Council. These visits should be arranged with the project manager. All visitors are required to abide by the Workplace Visitor Guideline and Workplace Visitor Entry Conditions. Visitors must sign-in on arrival at site, obey all site rules and wear the required PPE. Visitors to site cannot visit or move around the site unaccompanied.

In the event of an incident on the site, various relevant departments may be required to visit the site at short notice to undertake an investigation.



- Risk Management

MOVEMENT ON SITE

Workers are reminded that most work sites are shared zones with pedestrians and plant interacting. Only authorised workers are permitted to enter and move around site and must always be aware of moving plant and equipment. Should other persons (visitors) enter site, they must visit the site office or report to the site supervisor for any enquiries. If a worksite has designated walkways, pedestrians must utilise these paths.



- Inductions/Site Access

SITE AMENITIES

Given the often temporary and dynamic nature of quarry sites, how facilities are provided will vary. However, workers must be provided with adequate drinking water, shade shelters and a toilet. The toilet may be a fixed chemical toilet in the site office or a portaloos, which is to be emptied on a daily or weekly basis depending on the number of workers on site and the weather conditions. Toilet facilities provided for females must have a sanitary disposal bin provided. All site amenities should be identified on the site map.



- Working Environment and Facilities

SITE SECURITY

Control measures must be implemented to, so far as reasonably practicable, secure the workplace from unauthorised access. The site supervisor must ensure that persons entering the quarry are capable, (having regard to the conditions and the person's level of supervision) to respond appropriately to the quarry activities and any incident or emergency like to occur.



- Inductions/Site Access

SITE SIGNAGE

A quarry shall have the required regulatory signs installed to inform workers, public and visitors of the requirements for entering the site. If warning signage becomes damaged, is destroyed or removed, the site supervisor or project manager must be notified to ensure the area is made safe.

Signage should include:

- Permittee's name.
- Telephone contact numbers.
- After Hours contact numbers.
- The location of the site office (if any).
- Two-way contact and means of accessing the site.
- Restricted entry signs should be erected and maintained by the permittee on the main entry to the quarry area and should also be on any other access tracks into the quarry.

When in use Council quarries will have the following (or equivalent) installed on site:

On-site as determined by the Site Based Management Plan		Used to control the flow of traffic
		Indicates designated parking area.
		Indicates the location of the emergency assembly muster point.



- Inductions/Site Access

HAZARDOUS CHEMICALS

All hazardous chemicals that are brought onto a worksite must be approved and recorded on the Hazardous Chemical Register for the site. Hazardous chemicals must be accompanied with the current Safety Data Sheet (SDS) and all workers must familiarise themselves with the SDS prior to using the product. Management of hazardous chemicals and/or dangerous goods must follow Council's Safety Management System documents.

Prior to mobilisation to site, the project manager must identify any chemicals that will be located on site for the duration of the project and develop a Hazardous Chemical Register (including SDS) for the site. The register and safety data sheets must be made available for all workers required to use, handle or store the hazardous chemical.

First aid measures and PPE recommended in the safety data sheet for each hazardous chemical must be located on site.



- Hazardous Chemical Management



ENVIRONMENTAL MANAGEMENT

OUR COMMITMENT TO THE ENVIRONMENT

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

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

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

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

- (a) Proactively support our employees to be environmentally responsible in their activities.
- (b) Maintain our policy of cooperation and consultation with the public.
- (c) Promote better environmental awareness in the greater Isaac Region.
- (d) Continue to reduce power consumption and minimise waste.
- (e) Continue to improve our environmental management system.
- (f) Reduce and prevent pollution.

Council shall continue to consult with landholders to help minimise any potential environmental harm and strive to maintain and improve the environmental performance of our own facilities.

QUARRYING IMPACTS ON THE ENVIRONMENT

Earthmoving operations may adversely impact the environment through vegetation loss, soil erosion, vibration, temporary changes to the air and noise environment, small land contamination and loss of indigenous and non-indigenous heritage and temporary or permanent loss of water quality as a result of sedimentation or chemicals and hydrocarbons entering the water.

Effective environmental management involves a risk assessment of the impact the project will have on the environment. Some work sites may need to be inspected by a cultural heritage officer or the traditional owners prior to commencement of the project, to minimise the risk to the environment and its historical heritage.

Quarry project planning should consider the environmental impacts of associated activities.

The following should be considered in planning any construction activities in a quarry to avoid or minimise environmental impacts:

- Assess the characteristics and physical limitations of soils, landforms and drainage of the site and downstream of drainage structures.
- Assess the quality of the vegetation that colonises the area.
- Assess the volume and mix of road and construction traffic and its proximity to residential or sensitive commercial properties.
- Assess the quality and type of chemical and petroleum-based products that will be used.
- Assess the quality of liquid and solid waste that will be generated.

In practice, this leads to the following principles being employed during construction activities to prevent soil erosion by water and wind and consequently reduce sedimentation:

- Quarry works may be adjacent to significant streams, water bodies or potable water supply and the potential for sediment and chemicals and hydrocarbons is high. Therefore, the aim is to prevent these materials from entering any water supply.
- To prevent construction noise adversely affecting any residential or sensitive commercial properties.
- To prevent the generation of dust on the site which can result in nuisance to neighboring properties and soil loss.
- To prevent chemicals and hydrocarbon products and other wastes from causing land contamination, land degradation or changes to water and air quality whilst meeting legislative requirements.
- To prevent damage to any items of cultural heritage (indigenous and non-indigenous) and notify of any items that have been discovered.
- To prevent disturbance, damage or destruction to any rare and endangered flora and fauna species.

GENERAL ENVIRONMENTAL DUTY

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

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

Compliance with the GED is an acceptable defence for offences related to causing unlawful environmental harm. If defendants can demonstrate that the harm happened while carrying out a lawful activity and they fulfilled their GED, then they cannot be found guilty of causing unlawful environmental harm.

This section provides a summary of key environmental management aspects for all quarries that are required to be adapted and implemented for sites. Where necessary, more stringent management actions can be included in the Site Based Management Plan for a specific site.

RELATED POLICIES

Environmental Protection (Air) Policy 2019

The [Environmental Protection \(Air\) Policy](#) is derived from the Environmental Protection Act. The purpose of the policy is to meet the objectives of the Act through:

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

Environmental Protection (Noise) Policy 2019

The [Environmental Protection \(Noise\) Policy](#) is derived from the Environmental Protection Act. The purpose of the policy is to meet the objectives of the Act through:

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

Environmental Protection (Water) Policy 2019

The purpose of the [Environmental Protection \(Water\) Policy](#) as prescribed in the Environmental Protection Act is “to protect Queensland’s waters while allowing for development that is ecologically sustainable”. The objectives are achieved through:

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

ASSESSMENT OF ENVIRONMENTAL VALUES

The following table outlines the environmental values that should be reviewed for each current and new quarry to assist with developing management actions for each site.

ASPECT	CONSIDERATIONS
Water	<ul style="list-style-type: none">• Are there any mapped waterways that traverse or are adjacent to the site?• What is the flow direction of surface water/ runoff across site?• Where will high rainfall events discharge to?• Is the site within the Coastal Management District or within any coastal hazard areas¹²?• Are there any identified risks of groundwater contamination occurring from the site?• What is the quality of the water retained on site?
Soil and Land	<ul style="list-style-type: none">• Is the site listed under the Environmental Management Register or Contaminated Land Register¹³?• Does the site have erodible features such as steep grades, sodic soils or rills and gullies?• Is there potential for acid sulphate soils¹⁴?
Biodiversity	<ul style="list-style-type: none">• Is the site a high-risk trigger area for protected plants?• What is the regulated vegetation including essential habitat for the site?

¹² [Coastal Hazards and Mapping](#)

¹³ [Environmental Management Register of Contaminated Land Register](#)

¹⁴ [Acid Sulphate Soils Guidance Material](#) and [Mapping](#)

	<ul style="list-style-type: none"> • Are there any breeding places or fauna habitat areas on site or adjacent? • Are there any known weed infestations present¹⁵? • How are wildlife utilising the site? (e.g. waterholes, shaded areas, food, etc.)
Protected Areas	<ul style="list-style-type: none"> • Are there any protected areas¹⁶ within or in proximity to the site?
Cultural Heritage	<ul style="list-style-type: none"> • Who is the Aboriginal Party for the area? • Are there any known Aboriginal objects on site? • Is the location a site of cultural heritage significance?
Native Title	<ul style="list-style-type: none"> • Is there any native title land within or in proximity to the site? Reference to be made to Native Title applications, claims, determinations or ILUAS¹⁷?
Social Receptors	<ul style="list-style-type: none"> • What are the adjacent land uses to the site? (e.g. residences, businesses etc.)
Services	<ul style="list-style-type: none"> • Are there any powerlines, phone lines, water or gas pipelines?

INCIDENT REPORTING AND NOTIFICATION MANAGEMENT

All personnel are required to report all environmental incidents to the Coordinator Natural Resources and complete an environmental incident report form. Examples of environmental incidents include the following:

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

Council is responsible for investigating environmental incidents and maintaining records of actions taken. Where applicable (and in accordance with the Environmental Authority), environmental incidents shall be reported to the Qld Government statutory authority and relevant stakeholders.

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

NOTIFICATION OBLIGATIONS

Notifications relating to environmental incidents and those required by Council's permits and authorisations will be made in accordance with the following table:

RESPONSIBILITY	OBLIGATION
Coordinator Natural Resources	Report to the department acting for the State of Queensland as the administering authority for the issue of <i>Sales Permits for Getting Quarry Material</i> of a cultural heritage find within 7 days*.

¹⁵ [Weed Identification Mapping Tool](#)

¹⁶ [Protected Matters Search Tool](#)

¹⁷ [National Native Title Tribunal Registers and Databases](#)

Coordinator Natural Resources	Notifying the relevant Aboriginal party of the area of a cultural heritage find.
Coordinator Natural Resources in liaison with Program Leader Environment	Notify the department acting for the State of Queensland on environmental matters of any act that causes or threatens serious or material environmental harm (including environmental nuisance) within 24 hours using the Duty to Notify of Environmental Harm form.
Coordinator Natural Resources in liaison with Program Leader Environment via the Chief Executive Officer	Give written notice of an event that has happened that causes or threatens serious or material environmental harm as soon as reasonably practicable and include details of the nature and circumstances in which it happened to: <ul style="list-style-type: none"> • to any occupier of the affected land; or • any registered owner of the affected land; or • give public notice to persons on the affected land.
Coordinator Natural Resources in liaison with Program Leader	Notify the department acting for the State of Queensland as the administering authority for the issue of an <i>Environmental Authority</i> of any non-conformances with Council's Environmental Authorities for extraction and screening as soon as possible [#] .
Director Engineering & Infrastructure	Immediately notify the Queensland Police Services of any discovery of skeletal remains.

*Only applies to quarries included on Council's Sales Permit.

[#]Only applies to quarries included on Council's Environmental Authority.

SPECIFIC DEFINITIONS FOR ENVIRONMENTAL NOTIFICATION MANAGEMENT

The definitions below are specific terms that set out the notification obligations for Council.

TERM	DEFINITION
Environmental harm	Any adverse effect, or potential adverse effect (whether temporary or permanent and of whatever magnitude, duration or frequency) on an environmental value, and includes environmental nuisance.
Environmental nuisance	Unreasonable interference or likely interference with an environmental value caused by: <ul style="list-style-type: none"> (a) aerosols, fumes, light, noise, odour, particles or smoke; or (b) an unhealthy, offensive or unsightly condition because of contamination; or (c) another way prescribed by regulation.
Material environmental harm	Environmental harm: <ul style="list-style-type: none"> (a) that is not trivial or negligible in nature, extent or context; or (b) that causes actual or potential loss or damage to property of an amount of, or amounts totalling, more than the threshold amount but less than the maximum amount; or (c) that results in costs of more than the threshold amount but less than the maximum amount being incurred in taking appropriate action to: <ul style="list-style-type: none"> (i) prevent or minimise the harm; and (ii) rehabilitate or restore the environment to its condition before the harm.

Serious environmental harm

Environmental harm:

- (a) that is irreversible, of a high impact or widespread; or
 - (b) caused to:
 - (i) an area of high conservation value; or
 - (ii) an area of special significance, such as the Great Barrier Reef World Heritage Area; or
 - (c) that causes actual or potential loss or damage to property of an amount of, or amounts totalling, more than the threshold amount; or
 - (d) that results in costs of more than the threshold amount being incurred in taking appropriate action to:
 - (i) prevent or minimise the harm; and
 - (ii) rehabilitate or restore the environment to its condition before the harm.
-

ENVIRONMENTAL PROTECTION PRACTICES

WATERWAYS AND EROSION CONTROL

General

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

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

- Mapped waterways, their classification and seasonality (e.g. lacustrine, estuarine)
- Hydrology features:
 - Flow direction of surface water/runoff
 - Coastal Management District or any coastal hazard areas¹⁸
 - Wetland Protection Areas or high-risk wetlands¹⁹
- Groundwater
- Erosion potential
- Acid sulphate soils
- Contaminated land

¹⁸ [Coastal Hazards and Mapping](#)

¹⁹ [Wetland Protection Areas](#)

Erosion and Sediment Control

The construction work associated with the project has the potential to result in sediment-laden water or material entering nearby environmental receptors, therefore erosion and sediment controls need to be investigated and included in the project.

Strategies and techniques can be implemented to reduce the degradation of land and water from uncontrolled erosion and sedimentation. The following strategies and techniques have been derived from the Best Practice Erosion & Sediment Control Guidelines 2008²⁰ published by the International Erosion Control Association (IECA). As a minimum the following should be considered in all quarry design and management:

- Site drainage installed to mimic natural drainage patterns, where possible utilise natural drainage lines with existing vegetation.
- Divert stormwater runoff around soil disturbances and excavations.
- Implement measures to divert clean water from the quarry pit, where possible.
- Designated site access paths for plant and people, if appropriate establish a shake-grid or waste bay for cars and trucks to be cleaned prior to exiting the site.
- Use of sediment ponds.
- Use of sediment fences, as per IECA Guidelines.
- Any new access tracks should be constructed across controlled gradients, with regular cross drains or culverts.
- The working face of the quarry pit should be kept as dry as possible, by use of appropriate drainage, and machinery should not be driven through flowing water.
- All site operations should be undertaken in such a manner that it minimises the potential for pollutants to enter waterways; which includes appropriate storage and bunding of polluting materials, appropriate machinery maintenance, and general site tidiness.
- Where sediment-laden water has left the site, corrective actions will be required to be implemented. Actions should include a review of site measures, implementation of additional management actions and restoration of impacted areas.

Waterways

Pollutants from site with the potential to enter local waterways may have extreme environmental effects if not treated appropriately. Where discharges occur and waterways are present, visual inspection and water quality monitoring of the receiving water body may be required. If required, water quality monitoring is to be undertaken as per the Qld Government Monitoring and Sampling Manual²¹. The use of fuels, petrochemicals etc. should be carried out in a bunded area that drains to a trap to reduce the risk of pollutants entering other pondages on site.

Stormwater Settlement Dams

Stormwater settlement dams (i.e. sediment dams) are used to contain surface water for the purpose of treating or settling sediments and contaminants prior to run-off from site. The following general guidelines for stormwater settlement dams should be considered in all quarry design and management:

²⁰ [IECA Best Practice Erosion and Sediment Control Guideline](#)

²¹ [Monitoring and Sampling Manual](#)

- The dam should be sufficiently sized to intercept and retain run-off long enough for the target sediments to settle out of the water.
- Have sufficient storage so that desilting is only needed about once every five years.
- Contain a high-flow bypass to prevent trapped sediment being resuspended and exported during high flows.
- Be an elongated shape, with a length to width ratio between 3:1 and 10:1 to avoid short-circuiting and improve sediment trapping.
- Have easy access for maintenance to clean out accumulated sediment (desilting).

Surface Water

Where surface water is used for dust suppression all tank receptacles must be cleaned of all contents and flushed to ensure that cross contamination in other waterways across the Isaac Region is minimised. Tank receptacles must discharge unused water on site and not into receiving waters.

Groundwater

Where possible, the functional and detailed design phases of the project will ensure the project avoids the interception with groundwater. Where contact is unavoidable the project manager will consult with the relevant state authority for guidance.

VISUAL IMPACTS

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

Key aspects to consider to retain visually pleasing site aesthetics and reduce impacts includes:

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

AIR QUALITY (INCLUDING DUST)

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

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

All works are to be managed in accordance with the Environmental Protection Act and *Environmental Protection Policy (Air) 2019*. The following actions should be considered to reduce air pollution:

- Adequate maintenance of plant/equipment to minimise exhaust emissions and to ensure they are in proper and effective condition.

- Burning of vegetation waste is not allowed.
- Determine if watering trucks are required (including frequency and source of water), if site conditions become unfavourable (e.g. dry or windy) roads should be sprayed with water (regularly) or chemical dust suppressant or similar (occasionally).
- For frequently used sites, consider if access tracks are require compacted gravel to reduce dust.
- Site design to ensure that stockpile locations are well protected from prevailing winds, either via existing or new planted vegetation or constructed embankments.
- Where high dust emissions are expected (e.g. transfer points, stockpiles etc.), enclosures, mist sprays or approved dust extraction equipment may be required. This should be determined by site managers and based on visible dust emissions.
- Implementing traffic management including no-go zones, speed limiting and covering of loads.
- When loading trucks the potential for dust emission from the material being transported should be taken into account. The highest point of the load should not exceed the height of the tray walls unless the load is covered. Quarry material must be loaded into vehicles in a way that prevents its release from the vehicle into the environment, including the road environment i.e. minimise drop heights from plant as much as practicable.
- Weather conditions, particularly large events, may make control of dust extremely difficult. Therefore, storm and wind warnings should be monitored, and contingency action plans initiated if such an event is predicted to occur.

Visual Dust Monitoring

ACTION	FREQUENCY	RESPONSIBLE PERSON
Visual inspection of dust leaving the boundary of the premises	Continuously during every operating day	Site staff
Visual inspection of dust generation at quarry entry	Twice daily	Truck operators
Visual inspection of dust generation on internal haul road	Continuously during every operating day	Site staff

Frequency of Dust Suppression Measures

SUPPRESSION MEASURE	FREQUENCY
Wetting down fresh stockpiles after screening	Twice daily during operating hours
Wetting down of non-working faces of stockpiles	Twice daily during operating hours
Wetting down during screening operations	Periodically using the water truck
Watering of haul roads exposed to traffic movement	Twice daily during operating hours
Covering of loads	Every truck entering and leaving the premises

FLORA AND FAUNA

General

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

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

- Protected flora species
- Regulated vegetation
- Essential habitat
- Fauna species / habitat

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

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

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

Prior to authorised clearing, contact should be made with the Qld Government administering authority for the *Forestry Act 1959* to determine if the trees have potential to be of commercial value. A Forest Products Officer will then be asked to identify and mark any trees in the area to be harvested and put aside for further utilisation by the department.

Fauna

To mitigate fauna interactions and injury, the following practices will be adopted:

- If fauna is encountered within work zones, work that may cause harm to the animal will be stopped until the animal has moved on or can appropriately be relocated.
- All plant, vehicles and equipment must remain within the designated areas/roadways/access tracks and adhere to set speed limits.
- A qualified wildlife handler with relevant licencing/authorisation will be engaged for relocation of wildlife.
- Escape/refuge features within excavations and features such as sediment dams to be installed in case of fauna entrapment (e.g. ramps, stepped embankments).

CONTAMINATION

Sites are to be inspected for contaminated soil and opportunities for beneficial reuse of contaminated soil in accordance with the Environmental Protection Act should be investigated.

ECOLOGY

The project area needs to be inspected during the planning phase to determine the ecology located within the work area to ensure that site operations are controlled to ensure that the disturbance is kept to a minimum.

NOISE

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

All works are to be managed in accordance with the Environmental Protection Act and *Environmental Protection Policy (Noise) 2019*. The following matters should be considered to reduce the impact of noise from site:

- Type of sensitive receptor/s nearby and their proximity to the site. For receptors in close proximity, determine if baseline noise or condition assessments (vibration) are required to be undertaken.
- For irregular noisy activities, notification to adjacent sensitive receptors may be required.
- Design and implement noise mitigation measures (such as noise walls).
- If clearing is not necessary, maintain existing vegetation/natural bushland around the site;
- Set work hours suitable to the location of the site (typically Monday to Saturday, 6:00am to 6:00pm excluding public holidays).
- If work outside normal hours is required, obtain Coordinator Natural Resources approval and notify adjacent sensitive receptors, any such work is to be undertaken as per relevant regulations.
- Ensure plant and equipment are adequately maintained in proper and effective working condition.
- With the exception of emergency alarms, systems for broadcasting information or alerts such as loudspeaker systems, telephone ringers and routine alarms are to be avoided.
- Design traffic management to take advantage of topography and shielding by structures (e.g. stockpiles) to minimise the need for reversing and eliminate sound reversing signals.

General observations are to be undertaken and if an issue is noted it must be reported. If a complaint is received regarding noise from site, noise monitoring may be required to be undertaken as per relevant guidelines (such as the Qld Government Noise Measurement Manual²²).

Neighbouring Residents

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

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

BLASTING ACTIVITIES

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

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

²² [Noise Management Manual](#)

BIOSECURITY

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

The quarry site should be inspected to identify all weeds and pathogens located within the work zone. All machinery and vehicles should be washed down at designated wash down pads to deter the spreading of pests and weeds. Any known weed infestations on site are to be identified and reported. The Isaac Region Biosecurity Management Plan²³ provides guidance on weeds of significance to the region.

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

Persons using herbicides for the controlling of weeds shall be certified and appropriately accredited and shall conduct the application of herbicides in accordance with the applicable legislation and accompanying Regulations, which includes the *Agricultural Chemical Distribution Control Act 1966*.

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

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

The general obligation of the *Biosecurity Act 2014* requires everyone to manage biosecurity risks and threats under their control and implement pest management measures for their projects.

WASTE DISPOSAL

A number of different waste streams will be generated on the project site as a result of works. The waste hierarchy (avoid and reduce, reuse, recycle, recover, treat, dispose) should be used to minimise the amount of waste that goes to landfill.

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

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

All works must be managed in accordance with the *Waste Reduction and Recycling Act 2011* and *Environmental Protection Act 1994*. Management actions are to meet (or exceed) Council standard practices. The following actions are recommended:

- Determine the type of wastes likely to be generated, such as:
 - Recyclables (e.g. plastics, cardboard, paper etc.)

²³ [Isaac Region Biosecurity Plan](#)

- General waste (e.g. food and food containers, non-recyclable plastic etc.)
 - Regulated or trackable waste (e.g. oils, spill clean ups etc.)
 - Vegetation waste
 - Chemical waste (e.g. cleaning products, batteries, herbicides, paints and machinery aerosols/solvents etc.)
- Determine the need for bins to be onsite, if no bins are to be used onsite then ensure that workers remove all wastes with them at the end of each day/shift.
 - Vegetation waste may be stored onsite and used in erosion and sediment controls or removed.
 - Regulated wastes are to be managed in accordance with legislative requirements (i.e. removed by a licenced operator).
 - Determine if fuelling or maintenance activities are allowed onsite.

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

HISTORICAL HERITAGE

Historical heritage must be investigated during the planning phase of the project to ensure the protection of identified areas during the project works phase.

Native Title

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

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

The project manager must ensure that all workers on site are aware of the Native Title Indigenous Land Use Agreement (ILUA) and ensure all works comply with the ILUA.

A native title search to identify the boundaries of the claim or determination area and associated ILUA boundary should be undertaken and reviewed prior to implementing controls.

Native title information is available from the National Native Title Tribunal²⁴.

Cultural Heritage

Cultural heritage must be considered for all quarries to ensure compliance with the *Aboriginal Cultural Heritage Act 2003* and associated Duty of Care Guidelines²⁵.

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

When undertaking any quarry works, the site must take into account cultural heritage sensitivity and ensure historical locations (and any new sites) within the project area have been identified. Any known heritage

²⁴ [National Native Title Tribunal Registers and Databases](#)

²⁵ [Cultural Heritage Duty of Care Guidelines](#)

items should be clearly marked to prevent construction operations adversely affecting them. If an item is discovered during the project this should be immediately notified to the site supervisor or project manager.

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

- Aboriginal and Torres Strait Islander cultural heritage – available through the Qld Government Cultural Heritage Database and Register²⁶.
- Non-aboriginal cultural heritage – available through the Queensland Heritage Register²⁷ and Council's Planning Scheme overlay mapping²⁸.

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

The accidental find procedure should include:

- Works will stop and an exclusion zone (for example: 10-20 m) put in place if potential Aboriginal cultural heritage items are uncovered.
- The Coordinator Natural Resources is to be notified as per the incident procedure.
- The Coordinator Natural Resources in liaison with the Program Leader Environment carries out required notifications (*see Notification Obligations section*).
- The Coordinator Natural Resources, in liaison with the Program Leader Environment, will engage a qualified archaeologist or the local Aboriginal party to assess the artefacts in situ.
- The instructions of the archaeologist or the local Aboriginal party are to be strictly observed, and works cannot resume in the area until Council is instructed that they are approved to do so.
- In the event that skeletal remains are uncovered, the Queensland Police must be immediately informed.

Recommended mitigation actions include:

- No disturbance of land within 200 metres of named waterways.
- No disturbance of land within 50 metres of any registered Aboriginal cultural heritage places, without a Cultural Heritage Management Plan (CHMP) unless a site has been suitably cleared by the appropriate cultural heritage body.
- Prior to any works commencing, a cultural heritage due diligence assessment should be carried out to identify areas of potential cultural heritage sensitivity.
- All staff and contractors to undertake environmental inductions that cover potential Aboriginal cultural heritage finds and actions to take if unexpected finds are encountered.
- Visual monitoring for artefacts should be carried out by the operators during all soil and subsoil removal activities.

²⁶ [Cultural Heritage Online Portal](#)

²⁷ [Queensland Heritage Register](#)

²⁸ [IRC Planning Scheme Overlay Mapping](#)



REFERENCES AND APPENDICES

REFERENCES


TYPE	TITLE
Legislation (includes all subordinate legislation)	<i>Aboriginal and Torres Strait Islander Heritage Protection Act 1984 (Cth)</i>
	<i>Aboriginal Cultural Heritage Act 2003</i>
	<i>Agricultural Chemical Distribution Control Act 1966</i>
	<i>Biosecurity Act 2014</i>
	<i>Disaster Management Act 2003</i>
	<i>Electrical Safety Act 2002</i>
	<i>Environmental Protection Act 1994</i>
	<i>Fisheries Act 1994</i>
	<i>Forestry Act 1959</i>
	<i>Heavy Vehicle National Law Act 2012</i>
	<i>Heavy Vehicle National Law (Queensland)</i>
	<i>Land Act 1994</i>
	<i>Local Government Act 2009</i>
	<i>Mining and Quarrying Safety and Health Act 1999</i>
	<i>Nature Conservation Act 1992</i>
	<i>Pest Management (Lands and Stock Route Management) Act 2002</i>
	<i>Planning Act 2016</i>
	<i>Plumbing and Drainage Act 2018</i>
	<i>Public Health Act 2005</i>
	<i>Queensland Heritage Act 1992</i>
	<i>Soil Conservation Act 1986</i>
	<i>Stock Route Management Act 2002</i>
	<i>Transport Infrastructure Act 1994</i>
<i>Transport Operations (Road Use Management) Act 1995</i>	
<i>Urban Land Development Authority Act 2007</i>	
<i>Vegetation Management Act 1999</i>	
<i>Water Act 2000</i>	
<i>Work Health and Safety Act 2011 Qld</i>	
Policies	Environmental Protection (Air) Policy 2019
	Environmental Protection (Noise) Policy 2019
	Environmental Protection (Water) Policy 2019
Standards	ISO 9001:2016 – Quality Management Systems
	ISO 14001:2016 – Environmental Management Systems
	ISO 45001:2018 – Occupational Health and Safety Management Systems
Other	Local Laws and Subordinates

RESOURCES

- [TMR Best Practice Guidelines for Construction – Part F](#)
- [State Planning Policy - state interest guideline - Mining and extractive resources](#)
- [Manual of Uniform Traffic Control Devices \(MUTCD\)](#)

APPENDIX 1: QUARRY RISK REGISTER

This risk register should be used in conjunction with other risk control measures as documented in Council's safety management system. Site-specific risks not identified must be risk assessment, documented and discussed during pre-start meetings. The risk register has been developed using Council's risk matrix shown below.

 WHS RISK MATRIX L X C = R		CONSEQUENCE SEVERITY RATING					
		1 Negligible	2 Minor	3 Moderate	4 Major	5 Severe	
		Low Level or Illness/First Aid Treatment/Low financial loss (to \$10,000)	Minor Injury or Illness/ Medical Treatment/Minor financial loss (\$10,000 - \$100,000)	Single Serious Injury- Hospitalisation/Moderate financial loss (\$100,000 - \$1m)	Multiple Serious Injuries/ Hospitalisation/Major financial loss (\$1 - \$5m)	Fatalities, Incurable disease/ Financial Loss (>\$5m)	
LIKELIHOOD RATING	A Extreme	Common or very frequent occurrence, expect multiple events per year.	5 Medium	10 Medium	15 High	20 Extreme	25 Extreme
	B Likely	Has been known to frequently occur. Expect one event every year.	4 Low	6 Medium	12 High	16 High	20 Extreme
	C Possible	The event might occur at some time. Expect one event every 5 years.	3 Low	5 Medium	8 Medium	12 High	15 High
	D Unlikely	The event could occur at some time. Expect one event every 5 to 20 years.	2 Low	4 Low	6 Medium	8 Medium	10 Medium
	E Rare	Un-common or very infrequent occurrence. Expect one event every 20 to 50 years.	1 Low	2 Low	3 Low	4 Low	5 Medium

RESIDUAL RISK	RISK TREATMENT LEGEND	
Consider 'what is the required standard of control to suit the situation, to reduce the Risk to as low as reasonably practical'?		
20 - 25 Extreme Risk	STOP and ACTION immediately to identify strict control measures to effectively eliminate or reduce the risk to as low as reasonably practical. Management to review/authorise risk control measures prior to commencement. Continually monitor the effectiveness of controls.	
12 - 16 High Risk	CAUTION and ACTION identify strict risk control measures to eliminate or reduce the risk to as low as reasonably practical. Consult with supervisor to review risk control measure prior to commencement. Continually monitor the effectiveness of controls.	
5 - 10 Medium Risk	ACTION and MONITOR take reasonably practical control measures to reduce the risk as low as reasonably practical. Consult with Supervisor to review risk control measures as required prior to commencement. Continually monitor effectiveness of controls.	
1 - 4 Low Risk	MONITOR As low as reasonably practical; continue to take practical control measures to reduce risk, continually monitor effectiveness of controls.	

HIERARCHY OF RISK CONTROL		
Highest ↑	ELIMINATION Physically remove the hazard	Most ↑
	SUBSTITUTION Replace the hazard	
Level of Risk Control Protection	ISOLATION Isolate people from the hazard	Reliability of Risk Control Measures
	ENGINEERING CONTROLS Introducing a mechanical device/process	
	ADMINISTRATIVE CONTROL Change the way people work (procedures)	
Lowest ↓	PPE Protect the worker	Least ↓

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
Plant / Machinery								
Incompetent operators	<ul style="list-style-type: none"> Workers & Council harmed by worker's safety being put at risk 	<ul style="list-style-type: none"> Financial implications to council through penalties from governing body Personal injury, possible fatality Damage to plant/equipment Damage to Council reputation 	<ul style="list-style-type: none"> Learning & Development processes including: <ul style="list-style-type: none"> Verification of competency Plant familiarisations CORP-GDS-176 Verification of Competency Guideline CORP-FLW-031 Authorisation Process for Plant Operators 	<ul style="list-style-type: none"> Supervisors to check Lucidity for training records and confirm operator competency Site-specific inductions 	D	3	6	<ul style="list-style-type: none"> Workers Site Supervisor/Team Leader Overseers Coordinators SSE
Lack of site Traffic Management including entry and exit from pit	<ul style="list-style-type: none"> Failure to manage the risk could result in collision or personal injury 	<ul style="list-style-type: none"> Plant/vehicle interaction Personal injury, possible fatality Damage to plant/equipment 	<ul style="list-style-type: none"> Traffic management plan documented in SBMP and daily prestart meetings CORP-PRO-071 Traffic Management Procedure CORP-CLT-023 Traffic Management Checklist 	<ul style="list-style-type: none"> Regular reviews of the traffic management plan Signs provided and installed Record signage in Signum When required, signage to be installed by worker with Traffic Management Installation (TMI) qualification Pos comms to be maintained 	D	3	6	<ul style="list-style-type: none"> Workers Site Supervisor/Team Leader Overseers Coordinators SSE Project Manager
Pedestrian Interaction with moving mobile plant	<ul style="list-style-type: none"> The interaction between pedestrians and heavy machinery could produce striking or entrapment of person 	<ul style="list-style-type: none"> Personal injury, possible fatality Long/short-term mental health impacts Potential financial penalty Reputational impacts 	<ul style="list-style-type: none"> Traffic management plan and daily prestart meetings Use of competent operators Radio pos coms All plant fitted with warning beacons and reversing alarms Hi-vis PPE to be worn at all times whilst on work site Site-specific inductions Plant prestarts CORP-PRO-071 Traffic Management Procedure 	<ul style="list-style-type: none"> Discuss traffic management during prestart meetings Site signage to be installed 	D	4	8	<ul style="list-style-type: none"> Workers Site Supervisor/Team Leader Overseers Coordinators SSE Project Manager Coordinator Natural Resources
Fall of loads, objects, rocks	<ul style="list-style-type: none"> Workers – being struck by falling objects 	<ul style="list-style-type: none"> Injury to persons Plant damage resulting in lost production 	<ul style="list-style-type: none"> Operator competency to be verified Operator to check and watch their loads when moving objects Loads to be within plant limits 	<ul style="list-style-type: none"> Ongoing monitoring of storm and wind warnings Discuss control measures during prestart meetings 	D	3	6	<ul style="list-style-type: none"> Workers Site Supervisor/Team Leader SSE

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
	<ul style="list-style-type: none"> – Machinery – damaged from falling objects 	<ul style="list-style-type: none"> – Potential financial penalty for driver and Council 	<ul style="list-style-type: none"> – Highest point of loads should not exceed the height of the tray walls – Loads to be covered – CORP-WI-063 Work Instruction – Operations of Front-End Loaders, Skid Steer Loaders and Tractors with Load Carrying Buckets – CORP-WI-063 Loading Securing and Unloading Vehicles 	<ul style="list-style-type: none"> – Pos comms – operator to remain in confines of vehicle during loading operations 				
Loads exceeding GVM of vehicles	<ul style="list-style-type: none"> – Machinery damage from overloading – Road structure damage from heavy vehicles 	<ul style="list-style-type: none"> – Financial penalty to worker/s and Council from not complying with the NHVR – Damage to equipment and associated financial costs – Personal injury 	<ul style="list-style-type: none"> – Workers to be familiar with their vehicle on the GVM and TARE – Loads to be within plant GVM limits – Highest point of loads should not exceed the height of the tray walls of vehicles – Moving loads to be covered – Calibration of scales – Plant familiarisation – CORP-WI-063 Loading Securing and Unloading Vehicles 	<ul style="list-style-type: none"> – Chain of Responsibility – National Heavy Vehicle National Law (HVNL) – Use of competent operators – Chain of Responsibility (CoR) training 	D	3	6	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager – Other CoR duty holders
Entanglement in machinery	<ul style="list-style-type: none"> – Accidents/incidents 	<ul style="list-style-type: none"> – Injury to persons resulting from entanglement – Possible fatality – Reputational damage to Council 	<ul style="list-style-type: none"> – Operators to be deemed competent prior to plant/machinery use – Correct PPE to be worn in accordance with JSEA, SWMS, WI, etc – Guarding around moving parts – Long hair to be tied up with loose items of clothing to be tucked in – Plant prestarts – Prestart meeting discussions – CORP-GDS-126 Minimum Plant Requirements Guide – CORP-PRO-075 Plant & Equipment Management Procedure 	<ul style="list-style-type: none"> – Exclusion zones to be obeyed – Pos comms – Hazard warning signs for moving parts – Isolation of plant before inspections are undertaken – Use of tag out system 	D	4	8	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager
Water Cart Operations	<ul style="list-style-type: none"> – Personal injury or damage to vehicles 	<ul style="list-style-type: none"> – Environmental harm – Snake bite during filling operations 	<ul style="list-style-type: none"> – Movement of vehicles to be restricted to access tracks and designated haul roads 	<ul style="list-style-type: none"> – Discuss control measures during prestart meetings with site personnel 	D	2	4	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
	<ul style="list-style-type: none"> – Harm to cultural heritage artefacts or places 	<ul style="list-style-type: none"> – Personal injury from slips trips and falls – Vehicle rollover – Manual handling injury – Reputational risk where incidents occur on private land e.g. when filling at river – Financial penalty to worker/s and Council from not complying with the Water Act – Loss of access to private land – Possible financial compensation 	<ul style="list-style-type: none"> – Traffic management plans documented in SBMPs – Establish access egress tracks – Clear surrounding area when filling in natural environment – Quantity level gauges to be used – Competent operators – Plant prestarts – Cultural heritage assessments – Legislative notifications to the Qld government department acting as the statutory authority for the take of water – Notifications of negotiated access agreements contain additional measures requested by landholders – PPE – CORP-PRO-070 Hazardous Manual Handling Procedure – CORP-SWMS-003 Work in, Over or Near Water 	<ul style="list-style-type: none"> – Visual inspection of fill point area – Manual handling training – Refer to SBMP for clearing activities – Refer to water take notification for specific take locations, timeframes, volumes and landholder requirements – Completion of tally sheets for water takes – Adhere to exemption for water takes – Log water take locations in Reflect 				<ul style="list-style-type: none"> – Overseers – Coordinators – SSE – Project Manager – Coordinator Natural Resources
Land / Water								
Erosion, ground stability and embankment failure	<ul style="list-style-type: none"> – Environmental harm – Embankment failure causes personal injuries, damage to vehicles or flora and fauna destruction 	<ul style="list-style-type: none"> – Damage to property, plant or equipment – Environmental damage – Prosecution and financial penalty – Environmental damage to private property – Damage to reputation, especially where site is located on private land – Loss of site access – Personal injury including inhalation and burns – Possible financial compensation 	<ul style="list-style-type: none"> – Movement of vehicles to be restricted to access tracks and designated haul roads – Stormwater will be diverted around the construction site and any generated-on site will be captured and treated appropriately prior to reuse – Site drainage to mimic natural drainage patterns – Disturbed areas to be reinstated and rehabilitated as soon as possible to minimise erosion – Sedimentary fencing & controls – Battering of slopes 	<ul style="list-style-type: none"> – Discuss control measures during prestart meetings with site personnel – Site track gradients and orientation design to ensure that runoff is not fast flowing 	C	2	6	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager – Coordinator Natural Resources

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
			<ul style="list-style-type: none"> - Inclusion of reinstatement activities in extraction and crushing tenders - Site inspections - Notifications of negotiated access agreements contain additional measures requested by landholders for reinstatement - Bench heights limited - Progressive rehabilitation to reduce benches - CORP-SWMS-001 Excavation and Trenching - CORP-PRO-043 Excavation and Trenching Procedure - CORP-FLW-018 Excavation and Trenching Process - CORP-GDS-042 Excavation and Trenching Collapse Response 					
Lack of sufficient water storage and discharge practices	<ul style="list-style-type: none"> - Transport of fines or soils off site via surface water run-off - Loss of contained water through overtopping or failure of dams 	<ul style="list-style-type: none"> - Environmental harm - Prosecution and financial penalty - Environmental damage to private property - Damage to reputation, especially where site is located on private land - Possible financial compensation 	<ul style="list-style-type: none"> - Direct all surface water away from work area - Install drainage to direct water around or away from work area - Minimise ground disturbance areas - Progressive rehabilitation to reduce extraction area - Implementation of erosion control practices - Construction of sediment traps - Capture and retain run-off and stormwater on-site for reuse and to prevent the offsite discharge of rainfall runoff - Dams and ponds construction to be designed for 1-in-10-year event - Containment system (bund) to be used for onsite chemical storage - CORP-SWMS-003 Work in, over or near Water 	<ul style="list-style-type: none"> - Site Based Management Plans - Discuss control measures during prestart meetings 	D	2	4	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE - Project Manager - Coordinator Natural Resources

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
			<ul style="list-style-type: none"> - CORP-WI-080 Chemical Management - CORP-WI-114 Vehicle, Plant and Equipment Refuelling 					
Lack of rehabilitation practices create visual Impacts on land	<ul style="list-style-type: none"> - Excavation and extraction may lead to the landform being visually impacted - Environmental values are not met 	<ul style="list-style-type: none"> - Environmental harm - Prosecution and financial penalty - Environmental damage to private property - Damage to reputation, especially where site is located on private land - Possible financial compensation 	<ul style="list-style-type: none"> - Extraction to remain within the quarry areas marked on Site Based Management Plans - Upon closure of the quarry, the visual landscape will be return to a form similar to the pre-extraction conditions - Progressive rehabilitation undertaken during lifetime of the quarry - Inclusion of reinstatement activities in extraction and crushing tenders - Notifications of negotiated access agreements contain additional measures requested by landholders 	<ul style="list-style-type: none"> - Site Based Management Plans - Discuss during prestart meetings 	D	2	4	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE - Project Manager - Coordinator Natural Resources
Impacts to soil	Materials may cause long term detrimental outcomes in terms of impacts to soils, water, heritage, vegetation health or other factors	<ul style="list-style-type: none"> - Environmental harm - Prosecution and financial penalty - Environmental damage to private property - Damage to reputation, especially where site is located on private land - Possible financial compensation 	<ul style="list-style-type: none"> - All non-natural materials removed from site at the end of each extraction project 	<ul style="list-style-type: none"> - Site Based Management Plans - Discuss during prestart meetings 	D	2	4	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE - Project Manager - Coordinator Natural Resources
Safety / Environment								
Lack of site safety and security	<ul style="list-style-type: none"> - Lack of site safety leads to uncontrolled, unidentified hazards impacting workers and potential nearby residents 	<ul style="list-style-type: none"> - Prosecution and financial penalty - Damage to reputation, especially where site is located on private land - Financial loss due to theft - Personal injury 	<ul style="list-style-type: none"> - Management processes documented in the Quarry Management Plan and Site Based Management Plan - Plans developed and consulted with state government authorities - Operations designed to comply with the <i>Work Health and Safety Act 2011</i> 	<ul style="list-style-type: none"> - Refer to Safety Management System documentation - Prestart meetings, inductions, inspections, etc - Installation of additional warning signage when site is in use 	D	3	6	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE - Project Manager

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
	<ul style="list-style-type: none"> – Unsafe acts resulting in accidents and incidents – Contact with hazardous substances resulting in illness – Persons falling into open excavations – Theft 	<ul style="list-style-type: none"> – Possible financial compensation 	<ul style="list-style-type: none"> and the <i>Mining and Quarrying Safety and Health Act 1999</i> – Council has an established Safety Management System and processes – Warning signage identifying site as a quarry installed – All chemicals, flammable materials, etc are locked away and secured – All plant, tools and equipment are locked away and secured overnight or when not in use – Requirement for site visitors to report to senior personnel on site and sign in 					
Noise emissions	<ul style="list-style-type: none"> – Sensitive receptors are affected by: <ul style="list-style-type: none"> – Traffic noise – Audible signals or alarms fitted to vehicles – Operations from plant and equipment e.g. crushing, screening, etc – Worker health affected by industrial deafness 	<ul style="list-style-type: none"> – Environmental harm – Prosecution and financial penalty – Damage to reputation, especially where site is located on or near private land – Loss of access to private land – Personal injury 	<ul style="list-style-type: none"> – Work hours are limited to 6.00am to 6.00pm Monday to Saturday unless otherwise stated – All crushing and screening operations carried out within the quarry area – Maintenance of plant and machinery undertaken including noise attenuation devices – No use of broadcasting systems – Site layout takes advantage of topography, stockpiles, vegetation etc for shielding – Traffic management plan reduces need for reversing vehicles – Identification of sensitive receptors and mitigation conducted during development of Site Based Management Plans by Coordinator Natural Resources – PPE – CORP-PRO-069 Noise Management Procedure – CORP-CLT-008 Noise Hazard Identification Checklist 	<ul style="list-style-type: none"> – Regular noise monitoring – Discuss control measures during prestart meetings with site personnel – Plant and equipment to be turned off when not in use 	D	2	4	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager – Coordinator Natural Resources

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
Dust emissions	<ul style="list-style-type: none"> – Dry and/or windy conditions causing dust – Vehicle movements on unsealed roads – Unconsolidated material from topsoil and material stockpiles – Generation through crushing and screening activities 	<ul style="list-style-type: none"> – Environmental harm – Prosecution and financial penalty – Damage to reputation, especially where site is located on or near private land – Loss of access to private land – Personal injury 	<ul style="list-style-type: none"> – Dust suppression devices fitted to crushing and screening plant – Wetting down of access roads, haul roads and stockpiles – Progressive rehabilitation to reduce extraction area – Identification of sensitive receptors and mitigation conducted during development of Site Based Management Plans by Coordinator Natural Resources – Site based management plans make use of natural buffers – Buffer between operational areas and sensitive receptors – Reduction in vehicle speeds implemented on site – Dust generating activities to cease during periods of high velocity wind – Restrict active extraction area – CORP-SWMS-010 Silica within Road Construction &/or Maintenance Activities 	<ul style="list-style-type: none"> – Consider prevailing winds to reduce emissions – Ongoing visual monitoring of dust emissions – Additional PPE used when necessary – Restrict access to areas that generate dust – Covering of loads – Discuss control measures during prestart meetings with site personnel – Dust suppression applied as necessary 	B	2	8	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager
Exhaust emissions and respirable dust exposure	<ul style="list-style-type: none"> – Exhaust emission from vehicles and machinery – Worker health affected by respiratory illness 	<ul style="list-style-type: none"> – Environmental harm – Prosecution and financial penalty – Damage to reputation, especially where site is located on or near private land – Loss of access to private land – Personal injury 	<ul style="list-style-type: none"> – Regular plant/equipment/vehicle maintenance program – Reduction in vehicle speeds – Water spraying mechanisms fitted on crushing and screening plant – Traffic restricted to 20kmph – Plant/vehicle prestarts to inspect cleanliness, air conditioning, positive pressure in cabs – Windows of plant/vehicles to remain closed during operations – CORP-PRO-075 Plant & Equipment Management Procedure 	<ul style="list-style-type: none"> – Discuss control measures during prestart meetings with site personnel – Ongoing visual monitoring and assessment of emissions – Additional PPE used when identified – Wetting down / dust suppression of unsealed roads if dust is being generated – Limit works during high winds 	D	1	2	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
			<ul style="list-style-type: none"> - CORP-SWMS-010 Silica within Road Construction &/or Maintenance Activities 					
Cultural Heritage / Native Title Harm	<ul style="list-style-type: none"> - Harm caused by physical impacts to previously unidentified features or objects - Harm to native title parties through invalid acts 	<ul style="list-style-type: none"> - Cultural heritage/native title harm - Environmental harm - Prosecution and financial penalty - Damage to reputation - Loss of access to location - Possible financial compensation 	<ul style="list-style-type: none"> - No disturbance of land within 200m of named waterways - Land disturbance restricted to areas marked on SBMPs - Site protocol for artefact finds documented in Quarry Management Plan - Restricted areas to be observed - Vehicular traffic is restricted to marked traffic routes - Cultural Heritage Duty of Care Guidelines - Cultural Heritage Management Plan Guidelines - CORP-FWK-006 Indigenous Land Management Framework - CORP-FRM-601 Native Title Assessment Record Form - CORP-FRM-600 Cultural Heritage Assessment Record Form 	<ul style="list-style-type: none"> - Visual monitoring for artefacts during soil and subsoil removal activities - Native title and cultural heritage assessments and/or clearances completed by Coordinator Natural Resources for each site prior to works - Cultural Heritage and Native Title training 	C	2	6	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE - Project Manager - Coordinator Natural Resources
Chemical spills	<ul style="list-style-type: none"> - Contamination through chemical spillage - Spill during delivery of fuel to mobile equipment 	<ul style="list-style-type: none"> - Environmental damage - Prosecution and financial penalty - Environmental damage to private property - Damage to reputation, especially where site is located on private land - Possible financial compensation 	<ul style="list-style-type: none"> - Drivers to stay with vehicle during refuelling - Emergency spill kits located on fuel delivery vehicles - Spill response equipment regularly inspected and maintained - Drivers trained in spill response procedures - Safety Data Sheets - Site chemical register - CORP-WI-113 Vehicle, Plant and Equipment Refuelling Work Instruction - CORP-PRO-047 Chemical Management Procedure 	<ul style="list-style-type: none"> - Mobile refuelling to take place in the pit to reduce chance of chemical spill into waterways 	C	3	9	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE - Project Manager

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
			<ul style="list-style-type: none"> - CORP-WI-080 Chemical Management Spills Control Work Instruction 					
Workers working in the sun, high temperature climates and UV radiation	Worker health issues including: <ul style="list-style-type: none"> - Dehydration - Exhaustion - Skin damage - Heat stroke 	<ul style="list-style-type: none"> - Personal injury and possible fatality 	<ul style="list-style-type: none"> - Sunscreen and drinking water located in vehicles - First aid officer on site during working hours - First aid equipment available on site and in vehicles - PPE supplied and used – hats, long sleeve shirts, long pants - Regular scheduled breaks in shade - CORP-GDS-021 Emergency Response – Heat Stroke Guide - CORP-WI-090 Hot Weather Working Conditions Work Instruction 	<ul style="list-style-type: none"> - Workers to partake in daily risk assessment to identify heat issues for the daily operations including: <ul style="list-style-type: none"> - checking BOM - undertaking the heat stress calculator (WHS eTools) if required - Workers educated on the dangers of heat stress and methods to combat the problem - Schedule completion of strenuous tasks during cooler parts of the day 	C	2	6	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE - Project Manager
Fire on site caused by machinery, bushfire or hot works	<ul style="list-style-type: none"> - Worker health issues including inhalation and burns - Flora and Fauna destruction - Personal injury possible fatality 	<ul style="list-style-type: none"> - Personal injury possible fatality - Damage to plant - Financial loss - Damaged to reputation if caused by Council - Environmental harm - Loss of access to private land - Damage to private property - Prosecution and financial penalty - Possible financial compensation 	<ul style="list-style-type: none"> - High risk works permit to issued prior to any hot works in accordance with the High-Risk Works Guideline - Equipment to be in good condition and suitable for the task - Use of correct PPE for the task/job - Periodic testing of fire extinguishers - First aid officer on site during working hours - Fire warden present on site during work hours - First aid equipment available on site and in vehicles - CORP-GDS-014 Fire Extinguisher Reference Guide 	<ul style="list-style-type: none"> - All flammable and combustible wastes are removed from the site as soon as possible - Onsite burning of waste not permitted - Observe fire bans and check weather conditions on BOM - Refer to Disaster dashboard 	C	3	9	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE - Project Manager
Working in Isolation / Remotely	Worker injuries or fatalities due to: <ul style="list-style-type: none"> - Lack of communications (network services) - Vehicle breakdown 	<ul style="list-style-type: none"> - Personal injury possible fatality - Damage to reputation - Fleet/plant damage 	<ul style="list-style-type: none"> - Independent risk assessment completed - Safety Management System documentation including work instructions, risk assessments, 	<ul style="list-style-type: none"> - Workers to declare medical conditions that may require risk assessment - Discuss control measures during prestart meeting including: 	C	3	9	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
	<ul style="list-style-type: none"> – Medical conditions – High risk works – Bites/stings – Slips, trips and falls – Storms – Dust storms – Limited mobile phone reception resulting in delays in communication e.g. emergency response 		<ul style="list-style-type: none"> procedures and management practices – Plant and equipment fitted with UHF radios – Plant and equipment have first aid kits – Satellite phone availability for workers in remote locations – Council-supplied mobile phones loaded with emergencyplus app – Journey management procedures implemented – Teams are equipped with satellite phones – Aerial extensions to improve mobile signal – Workers are issued 4WD drive vehicles – CORP-PRO-050 Working Alone or Remotely Procedure – CORP-GDS-234 Emergency Response – Medical Emergency – CORP-FRM-186 Remote Site Emergency Information Form 	<ul style="list-style-type: none"> – leave site in case of a rainstorm to ensure unsealed roads do not become impassable; and – use of eye protection and finding sheltered locations (e.g. plant and vehicles) during dust storms – Maintain pos comms – Minimise time when workers are isolated 				– Project Manager
Contact with unidentified overhead essential services or excavation of essential services	<ul style="list-style-type: none"> – Workers – machinery meeting live power wires – Disruption to services 	<ul style="list-style-type: none"> – Personal injury possible fatality (electrocution) – Essential services being cut to surrounding properties – Financial costs to council through repairs and compliance implications – Damage to reputation – CORP-SWMS-006 Working Near Overhead Energised Electrical Installations 	<ul style="list-style-type: none"> – Before You Dig Australia (BYDA) – Look up and live app – Signage – Intramaps records presence of some essential services 	<ul style="list-style-type: none"> – Identify any overhead power lines within a quarry site and note on site plan – Arrange to have network service provided to install warning beacons – Identify the height of all machinery once fully extended – Prestart walk arounds 	D	3	6	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager
Flora / Fauna								

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
Wildlife / Livestock Interactions	<ul style="list-style-type: none"> – Harm to wildlife/livestock from vehicle strikes – Damage or removal of hollow bearing trees or other high value habitat features 	<ul style="list-style-type: none"> – Damage to reputation – Fleet/plant damage – Financial loss – Loss of access to private land – Possible financial compensation 	<ul style="list-style-type: none"> – Existing vegetation zones are maintained – Working areas clearly marked on site-based management plans – Protocols for fauna interactions recorded in SBMPs and Quarry Management Plan – Access is restricted to designated areas – Traffic restricted to 20kmph – Notifications of negotiated access agreements contain additional measures requested by landholders regarding livestock 	<ul style="list-style-type: none"> – Discuss control measures during prestart meetings with site personnel – Ongoing awareness by operators – Installation of escape/refuge features in excavations and dams/ponds where required 	C	3	9	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager – Coordinator Natural Resources
Lack of weed/pest control processes on site	<ul style="list-style-type: none"> – Introduction of pathogens into the work area from imported materials – Ground disturbance creates opportunities for weeds to establish – Transport of weeds by unsanitised vehicles, plant and equipment 	<ul style="list-style-type: none"> – Environmental harm – Damage to reputation – Loss of access to private land – Environmental damage to private property – Prosecution and financial penalty – Possible financial compensation 	<ul style="list-style-type: none"> – Mobile machinery is thoroughly cleaned prior to coming onto or leaving a work area affected by noxious weeds and/or plant diseases – Existing vegetation zones are maintained (no flora removal) – Waste regularly removed from site to eliminate attracting pest animals – Wash down water disposed of so that it does not affect local waterways – Surface disturbance activities are limited to the minimum required operationally and are identified in the Site Based Management Plans 	<ul style="list-style-type: none"> – Discuss control measures during prestart meetings with site personnel – Washing down plant and equipment moved from areas known or suspected to contain declared weeds – use of pest wash down facilities – Remove pest species habitats from the site – Covered bins used for temporary on-site storage of rubbish and domestic wastes – Notifications of negotiated access agreements contain additional measures requested by landholders 	C	3	9	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager – Coordinator Natural Resources
Illegal clearing of vegetation	<ul style="list-style-type: none"> – Reduction in habitat for fauna and flora – Harm to protected species 	<ul style="list-style-type: none"> – Prosecution and financial penalty – Damage to reputation – Loss of access to private land – Environmental damage to private property 	<ul style="list-style-type: none"> – Clearing restricted to minimal areas – Site based management plans outline working areas and process for clearing – Development of Site Based Management Plan for each extraction project by Coordinator Natural Resources to ensure all state 	<ul style="list-style-type: none"> – All arrangements to be made by or with the oversight of Coordinator Natural Resources to ensure that all compliance obligations are met 	E	3	3	<ul style="list-style-type: none"> – Workers – Site Supervisor/Team Leader – Overseers – Coordinators – SSE – Project Manager

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
		<ul style="list-style-type: none"> – Possible financial compensation 	<ul style="list-style-type: none"> and local compliance obligations are met – IntraMaps (mapping software) identifies categories of obligations for works crews e.g. sales permit required, EA required, etc – Management processes documented in the Quarry Management Plan and Site Based Management Plans – Plans developed and consulted with state government authorities – Operations designed to comply with the <i>Work Health and Safety Act 2011</i> and the <i>Mining and Quarrying Safety and Health Act 1999</i> 					<ul style="list-style-type: none"> – Coordinator Natural Resources
Crushing / Processing								
Crushing and processing of extracted material	<ul style="list-style-type: none"> – Harm to persons, safety and environment by operations – Excavations exceed maximum volumes – Excavation of material without authorisation 	<ul style="list-style-type: none"> – Prosecution and financial penalty – Damage to reputation – Loss of access to private land – Environmental damage to private property – Possible financial compensation – Personal injury and possible fatality 	<ul style="list-style-type: none"> – Engagement of contractors to perform all crushing and processing of material – Contractor appointed as Principal Contractor (contractor responsibility for compliance) – Development of Site Based Management Plan for each extraction project by Coordinator Natural Resources to ensure all state and local compliance obligations are met – Plans developed and consulted with state government authorities – Copy of Site Based Management Plan and Quarry Management Plan supplied to contractor – Compliance with legislation and statutory authority requirements included in extraction and crushing tenders – Council's QA system documentation 	<ul style="list-style-type: none"> – Control measures, obligations and requirements of contract discussed during prestart meeting and documented – Follow onboarding process for contractors – Assessment of contractor safety management system – Assessment of contractor quality system 	D	3	6	<ul style="list-style-type: none"> – SSE – Overseers – Coordinators – Coordinator Natural Resources – Contracting organisation

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
			<ul style="list-style-type: none"> Landholder access agreements negotiated by Coordinator Natural Resources 					
Other								
Complaints	<ul style="list-style-type: none"> Complaints received from nearby residents about works, environmental or safety concerns 	<ul style="list-style-type: none"> Damage to reputation Loss of access to private land Financial implications for production loss 	<ul style="list-style-type: none"> Quarry Management Plan and Site Based Management Plans provide guidance on management processes to eliminate complaints Contact made during development of Site Based Management Plan to discuss landholder requirements and to consult on and advise of nearby works PECS-034 Complaints Management Process Policy CGFS-114 Administrative Action Complaints Notifications of negotiated access agreements contain additional measures requested by landholders 	<ul style="list-style-type: none"> Site supervisor to make contact with landholders prior to works commencement Public notice of works issued by BMC 	C	2	6	<ul style="list-style-type: none"> Overseers Coordinators Project Manager Coordinator Natural Resources & content specialists
Works is conducted in a manner that does not comply with legislation or statutory authority requirements	<ul style="list-style-type: none"> Failure to meet legislative compliance, notification requirements or reporting conditions Work does not follow prescribed procedures 	<ul style="list-style-type: none"> Damage to reputation Loss of access to private land Financial implications for production loss Prosecution and financial penalty Environmental damage to public and private property Possible financial compensation Loss of access to private land 	<ul style="list-style-type: none"> Development of Site Based Management Plan for each extraction project by Coordinator Natural Resources to ensure all state and local compliance obligations are met IntraMaps (mapping software) identifies categories of obligations for works crews e.g. sales permit required, EA required, etc Management processes documented in the Quarry Management Plan and Site Based Management Plans Plans developed and consulted with state government authorities Work Health and Safety system Operations designed to comply with the <i>Work Health and Safety Act 2011</i> 	<ul style="list-style-type: none"> All arrangements to be made by or with the oversight of Coordinator Natural resources to ensure that all compliance obligations are met Discuss compliance requirements during prestart meetings Site Based Management Plans and Quarry Management Plan to be followed at all times 	C	3	9	<ul style="list-style-type: none"> Workers Site Supervisor/Team Leader Overseers Coordinators SSE Project Manager Coordinator Natural Resources

HAZARD	WHO / WHAT MIGHT BE HARMED AND HOW?	CONSEQUENCE	CURRENT CONTROL MEASURES	ADDITIONAL MITIGATION ACTIONS	RISK			RESPONSIBLE PERSON/POSITION
					L	C	R	
			and the <i>Mining and Quarrying Safety and Health Act 1999</i>					
Damage to private or public property or infrastructure	Works causes environmental or physical damage	<ul style="list-style-type: none"> - Damage to reputation - Loss of access to private land - Prosecution and financial penalty - Environmental damage to public and private property - Possible financial compensation - Loss of access to private land 	<ul style="list-style-type: none"> - Management processes documented in Quarry Management Plan and Site Based Management Plan - Site Based Management Plans identify and restrict work to within endorsed areas only - Notifications of negotiated access agreements contain additional measures requested by landholders - Prestart meetings - Pos comms 	<ul style="list-style-type: none"> - Record all incidents/accidents in Lucidity - Insurance coverage 	D	2	4	<ul style="list-style-type: none"> - Workers - Site Supervisor/Team Leader - Overseers - Coordinators - SSE - Project Manager - Coordinator Natural Resources

APPENDIX 2: EXAMPLE SITE BASED MANAGEMENT PLAN

SITE BASED MANAGEMENT PLAN

EXAMPLE GRAVEL PIT

DESCRIPTION OF GRAVEL PIT AND EXTRACTION OPERATION

PERMITTEE DETAILS				
Name	Isaac Regional Council		SSE Name	Joe Bloggs
ABN	39 274 142 600		Contact No.	0412 345 678
Address for Notices	Delivery: Batchelor Parade Moranbah Qld Post: PO Box 97 Moranbah Qld 4744		Email: records@isaac.qld.gov.au	
Site Contact	Employee Name – Coordinator Natural Resources Phone: 0423 456 789 Email: name@isaac.qld.gov.au			
GRAVEL PIT LOCATION DETAILS				
Pit Name & ID#	Example Gravel Pit – GP000000			
Lot on Plan	Lot 123 on SP1234			
Area	25 ha			
Tenure	Reserve			
Nearest Road	Main Road			
Location Surrounds	No residential facilities, dwellings, sensitive receptors etc. located within 1000 metres No watercourse located within 100 metres			
Landholder	Peter Piper Phone: 1234 5678			
GRAVEL PIT OPERATION DETAILS				
Sales Permit #	xxxxxx		EA Permit #	EA000xxxx
Supply Zone/ Endorsed Area (Easting/Northing)	Edge Point #	Coordinates	Edge Point #	Coordinates
	1	55xxxx; 75xxxxx	2	55xxxx; 75xxxxx
	3	55xxxx; 75xxxxx	4	55xxxx; 75xxxxx
Estimated Removal	20xx-20xx – anticipate xxxx tonnes (see notes section re: Removal Tallies)			
Timeframe	Month 20xx – Month 20xx			
Material Type	Ridge (QMGS)			
Method of extraction	Production: Dozer to rip and push gravel. Excavator to load through crushing and screening plant. Loader to stockpile. Removal: Loader to road trains. Travel out of pit on designated access road.			
Special Landholder Requirements	Gates to remain closed at all times			
Access	Chainage x.xx on Main Road			

SITE MANAGEMENT

SAFETY MANAGEMENT

- All site personnel to be IRC inducted and received a site induction prior to working
- To follow all risk management the following documentation must be present:
 - SWMS
 - JSEA
 - Think ISAAC (or similar e.g. Take 5's)
- All site personnel must wear correct and compliant PPE
- All machinery is to be serviced and maintained in accordance with the manufacturer's requirements
- All workers must be deemed competent prior to the operation of plant and equipment
- All equipment must be safe for use and fit for purpose
- All incidents are to be reported to Supervisor and IRC Site Contact as soon as possible
- There must be a designated First Aid Officer on site
- Workers are to be made aware of who to contact in an emergency and of the correct evacuation location in the event of an emergency
- Visitor to complete sign in book and information sheet provided
- Regular prestart meetings are to be conducted
- Access driveways must be located at least 50 metres from an intersection or adjoining property access
- Follow all Council policies and procedures e.g. workplace health and safety, hot works, noise management etc.
- Refer to Section 5 of Council's Overarching Gravel Pit Management Plan for further safety information.










Required on site	<ul style="list-style-type: none"> • First Aid Kit • Designated First Aid Officer • Fire extinguishers • Spill kit and relevant safety data sheets • Site signage – entrance sign with UHF channel, designated visitor parking
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ENVIRONMENTAL MANAGEMENT

Refer to Overarching Gravel Pit Management Plan for full details.

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

Factor	Measures Used to Prevent or Minimise Impacts
Waterways & Erosion Control <i>Refer to Council's Quarry Management Plan for further measures and information</i>	<p>A stormwater sediment pond has been established away from the working pit areas. Any excess sediment shall be controlled by sediment ponds and barriers.</p> <p>Water stored in the sediment ponds can be reused around site or road maintenance activities.</p> <p>Prevent all pollution of water by the introduction into watercourse or ground water of any pollutants or sediment.</p> <p>Progressive stabilisation and rehabilitation of disturbed areas as required to minimise erosion.</p> <p>Installed erosion and sediment controls will be visually inspected on a daily basis.</p> <p>Earthworks and excavation are located and designed so groundwater is not interrupted or exposed to evaporation.</p> <p>Area of disturbed land to be kept to a practical minimum to minimise erosion.</p>

	<p>Suspend activities that cause ground disturbance during adverse weather conditions.</p> <p>Works on steep slopes to be avoided to minimise possibility of landslides, erosion and slumping.</p> <p>Contour and avoid steep-sided stockpiles to minimise erosion during high rainfall events.</p> <p>Vehicles access to waterways is restricted to essential works in stable areas only.</p>
<p>Noise & Air</p> <p>Refer to Council's Quarry Management Plan for further measures and information</p>	<p>Normal hours of operation will be Monday to Saturday 7am – 7pm (excluding public holidays).</p> <p>Corrective actions will depend upon the issue and may include plant/machinery maintenance, modifying work practices or modifying hours.</p> <p>Minimise generation of dust by watering haul roads and use of dust suppression sprays (including on stockpiles).</p> <p>Vehicles are to be driven at a moderate speed (20km/h) to minimise dust and noise and are restricted to defined areas.</p> <p>No unnecessary use of horns or other audible signals on vehicles, mobile plant or equipment.</p> <p>Vehicles, plant and equipment to be turned off when not in use for an extended period.</p> <p>All plant and equipment to be regularly serviced and maintained to permit efficient operation and minimise noise and exhaust and fuel emissions.</p> <p>Schedule activities for times when they will have least impact – suspend extraction and other dust generating activities during times of high winds.</p> <p>Visual monitoring for dust resulting from site activities shall be undertaken daily.</p> <p>All haulage vehicles to have covered loads.</p>
<p>Flora and Fauna</p> <p>Refer to Council's Quarry Management Plan for further measures and information</p>	<p>NO VEGETATION CLEARING – if clearing is required Coordinator Natural Resources to be contacted prior.</p> <p>Fauna observed on site shall be allowed to move on at their own accord. There will be no touching, interfering with or feeding of fauna.</p> <p>In the event of wildlife being injured due to the extraction activities the Coordinator Natural Resources must be immediately notified.</p> <p>Protected wildlife that may be found on site includes:</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><i>Denisonia maculata</i> (ornamental snake)</p> </div> <div style="text-align: center;">  <p><i>Dichanthium sericeum</i> (Silky Blue Grass)</p> </div> </div> <p>Endangered flora that may be found on site includes:</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><i>Acacia harpophylla</i> (Brigalow)</p> </div> <div style="text-align: center;">  <p><i>Terminalia oblongata</i> (Yellow wood)</p> </div> </div>
<p>Biosecurity</p> <p>Refer to Council's Quarry Management Plan for further measures and information</p>	<p>Refer to IRC Biosecurity Plan for guidance on weeds of significance to region.</p> <p>Potential species to this area includes:</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><i>Harissa cactus</i></p> </div> <div style="text-align: center;">  <p><i>Mother-of-millions</i></p> </div> <div style="text-align: center;">  <p><i>Parkinsonia</i></p> </div> </div>

	 <p><i>Parthenium</i></p>  <p><i>Prickly Acacia</i></p>  <p><i>Prickly Pear</i></p>  <p><i>Velvety Tree Pear</i></p>  <p><i>Rubber Vine</i></p>  <p><i>Thatch grass</i></p> <p>Maintain operations in working area. No disturbance to other areas Vehicles are only to travel into the site via the identified access track and once in the site, must only travel on already disturbed areas within the pit area. Site entry and exit points to be controlled to minimise the spread of material on haul routes. Notify of any declared noxious weeds and established pest animals found on site.</p>
<p>Waste, Chemical Storage & Disposal</p> <p><i>Refer to Council's Quarry Management Plan for further measures and information</i></p>	<p>All general waste, oils, fuels, and chemicals generated will be removed from site on departure. No waste is to be buried or burned onsite. Rubbish bins/waste disposal facilities to be located on site or in vehicles. Minimal chemical storage permitted (essential only) however fuelling or maintenance activities are permitted within cleared pit area. Storage of over 15 litres must be within a secondary containment system located at least 100m from any waters. Spillage kits are to be available and kept on site where necessary. All containment systems to be regularly inspected and maintained. No major maintenance of machinery or equipment is to be carried out on the work site. All machinery to be regularly inspected and maintained to minimise the leakage of oil, fuel, hydraulic or other fluids. Where onsite maintenance is unavoidable, groundsheets or drip trays to capture spillage must be used. Recycle waste where possible. Recycle all wastewater (stormwater) in dust suppression works.</p>
<p>Native Title</p>	<p>Native Title Party: Native Title Claim Group Native title for the lot has been assessed as already authorised under a lease, licence, permit or authority - see page 37 of Council's Indigenous Land Management Framework: "Where the Proposed Council Activity is already authorised under a validly granted lease, licence, permit or authority, it can proceed without further reference to native title".</p>
<p>Cultural Heritage</p> <p><i>Refer to Council's Quarry Management Plan for further measures and information</i></p>	<p>Cultural Heritage Party: Native Title Claim Group Cultural heritage assessment has been completed and returned nil result for Cultural Heritage Management Plans, Designated Landscape Areas, study areas, heritage areas or site points. Site has been subject to significant surface disturbance. Cultural heritage has been determined to be low risk when works remain within footprint of existing cleared area. Exercise a duty of care at all times. If cultural heritage sites are uncovered during operations, operations will immediately cease and the Coordinator Natural Resources notified. Works will not recommence in that area until an independent assessment has been carried out by the relevant Aboriginal or Torres Strait Islander party.</p>

REHABILITATION

- Prior to leaving the site after each use, all excavated areas are to be left in a neat and tidy condition with any isolated holes or mounds outside main stockpiled area filled in/pushed over and excavations benched or sloped to at least 1:3.
- Rehabilitation of disturbed areas will take place progressively as works are staged. Extraction areas to remain in existing footprint with floor level dropped down with each future access.
- Refer to Section 8 of Council's Overarching Gravel Pit Management Plan for full details.

TRAFFIC MANAGEMENT

Radio Channel	UHF 40 for all traffic within pit and job site
Signage	Truck turning prior to entrance. Jobsite entrance signage with radio channel and speed limit.
Parking	Heavy and light vehicle parking on designated area marked in map
LV/Mobile Equipment interaction	Positive communication with plant and vehicles at all times. Advance notice is to be made prior to entry of gravel pit
Pedestrian	If no radio communication, pedestrians are to initiate contact with a plant operator. Entry permitted only when all plant is stopped, and attachments lowered.

NOTES

- Working area identified on site map is maximum supply area. Exact work location in this zone will be determined by need.
- Working area to be marked out prior to works to eliminate any disturbance to vegetation.
- Travel in/out of pit on designated access road following designated direction of travel.
- Copies of all Removal Tallies must be forwarded to the Coordinator Natural Resources on a weekly basis.

EXAMPLE GRAVEL PIT – SITE MAP



Edge #	Coordinates
1	55xxxx; 75xxxxx
2	55xxxx; 75xxxxx
3	55xxxx; 75xxxxx
4	55xxxx; 75xxxxx

LEGEND:

- Heavy Vehicle parking
- Light Vehicle parking
- Stockpile area location
- Vehicle travel route
- Site access point
- Light Vehicle parking
- Site entry signage
- Emergency Assembly Area
- Direction of traffic
- Working face
- Gate
- Grid
- Dam

MEETING DETAILS

Engineering and Infrastructure Standing Committee Meeting
Wednesday 12 March 2025

AUTHOR

Malcolm Gardiner

AUTHOR POSITION

Acting Manager Fleet

5.10

EXCEPTION BASED CONTRACTUAL ARRANGEMENTS - LOCAL GOVERNMENT REGULATIONS (2012) – MORANBAH DEPOT

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement for the appointment of Hahnlec Electrical to perform rectification works at the Moranbah Depot which has been subject to electrical faults tripping the circuit breaker. This appointment is requested under the exception provisions for entering into medium or large sized contractual arrangements within s235 (b) of the *Local Government Regulations 2012*.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Resolves that it is satisfied that because of the familiarity of the supplier with the location and requirements of the work due to their prior involvement in investigating the electrical issues at the Moranbah Depot, it would be impractical or disadvantageous for the local government to invite quotes from other suppliers.***

BACKGROUND

Electricity to the Moranbah Depot is supplied via the Water Treatment Plant. In August 2022, Hahnlec were appointed to perform an investigation into the suitability of this configuration or whether Council should proceed with establishing a separate connection through Ergon. The request with Ergon for an additional source of supply for the Depot and New Workshop was denied due to the numerous supplies already associated with the lot and plan number. Energy consumption has increased and so has the frequency of the power tripping (particularly over the last couple of months due to air-conditioning requirements). These events are not only inconvenient, they are also impacting productivity, eg vehicles can be stuck up on hoists, as well as potential safety concerns.

Discussion

Hahnlec performed the initial investigation and facilitated the discussions with Ergon and recommend upgrading the supply cabling and circuit breaker from the Main Switchboard in the Pump House to the Depot. Increasing the cabling size from 16mm to 35mm will allow for a capacity increase to 125A per phase. This upgrade will resolve the current tripping issues that occur when the current spikes.

There is a desire to promptly effect rectification of the issue, and therefore it is in Council's best interest to continue with Hahnlec to perform the works for the upgrade, due to their prior involvement and knowledge of the site and subsequent recommendation for resolving the issue.

Under section 235 of *Local Government Regulations 2012*, a local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if;

(b) the local government resolves it is satisfied that, because of the nature of the specialised or confidential services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders;

IMPLICATIONS

Attempts to obtain quotes were made in order to comply with the Default Contracting Procedure of the *Local Government Regulation 2012*, however these potential suppliers were at a significant disadvantage in terms of their understanding of the site, requirements and particularly the timeframe to respond. There were concerns that this did not align with the *Local Government Act 2009*, Sound Contracting Principles S104 (b) open and effective competition; and e) ethical behaviour and fair dealing. On review, it is believed that the more appropriate course of action was to seek the Council's endorsement for Hahnlec's appointment to perform the upgrade works, due to the impracticalities of seeking alternative quotes in an equitable and impartial manner.

CONSULTATION

- Manager Contracts and Procurement

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.

Acting Manager Fleet is accountable for delivery of the project.

KEY MESSAGES

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

Report prepared by:

MALCOLM GARDINER
Acting Manager Fleet

Date: 5 March 2025

Report authorised by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 5 March 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Hahnlec Report and Quote

REFERENCE DOCUMENT

- Nil

PAGES 295 TO 301 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS