

NOTICE OF MEETING

Dear Councillors

You are requested to attend the following meeting of Council.

ORDINARY MEETING OF
ISAAC REGIONAL COUNCIL

TO BE HELD ON
WEDNESDAY, 26 FEBRUARY 2025
COMMENCING AT 10.00AM
ISAAC REGIONAL COUNCIL,
BOARD ROOM, CLERMONT

CALE DENDLE
Chief Executive Officer

LOCAL GOVERNMENT ACT 2009

Local Government Regulation 2012

Chapter 8, Part 2 Local Government Meetings and Committees

Division 1A, Requirements for Local Government Meetings Generally

Section 254J Closed meetings

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

Conflict of Interest Obligations

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

ORDINARY MEETING
OF ISAAC REGIONAL COUNCIL
TO BE HELD ON
WEDNESDAY 26 FEBRUARY 2025
COMMENCING AT 10.00AM ISAAC
REGIONAL COUNCIL, COUNCIL
CHAMBERS, MORANBAH

AGENDA

1. OPENING OF THE MEETING
 - 1.1 WELCOME
 - 1.2 ACKNOWLEDGMENT OF TRADITIONAL OWNERS
 - 1.3 VIDEO CONFERENCE PARTICIPATION
2. APOLOGIES AND LEAVE OF ABSENCES
3. CONDOLENCES
4. DECLARATION OF CONFLICTS OF INTEREST
5. DEPUTATIONS
6. CONSIDERATION OF NOTICE OF MOTIONS
7. CONFIRMATION OF MINUTES
8. BUSINESS ARISING FROM PREVIOUS MEETING
9. STANDING COMMITTEE REPORTS
10. OFFICER REPORTS
11. CONFIDENTIAL REPORTS
12. COUNCILLOR QUESTION TIME
13. CONCLUSION

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1. OPENING OF MEETING

2. APOLOGIES AND LEAVE OF ABSENCES

3. CONDOLENCES

- WALLACE, Dorne late of Mackay
- FRITZ, Alan formerly of Moranbah
- GANTER, Terence "Terry" Colin formerly of Moranbah
- PRINCE, Edward Phillip "Eddie" formerly of "Rachane" Clermont
- MITCHELL, Kylie Barbara formerly of Clermont
- MACNAMARA, Brian late of Clermont

4. DECLARATION OF CONFLICTS OF INTEREST

5. DEPUTATIONS

5. CONSIDERATION OF NOTICE OF MOTION

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7. CONFIRMATION OF MINUTES

- Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Council Chambers, Moranbah on Wednesday 29 January 2025 at 10.00am.

8. BUSINESS ARISING FROM PREVIOUS MEETING

8.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY MEETING OF COUNCIL – JANUARY 2025

EXECUTIVE SUMMARY

The business outstanding table is used as a tool to monitor outstanding items resolved at previous Ordinary Meetings of Council. The current Business Outstanding Table for the Ordinary Meeting of Council is presented for Councillors' information.

9. STANDING COMMITTEE REPORTS

9.1 ISAAC REGIONAL COUNCIL MONTHLY FINANCIAL REPORT AS AT 31 JANUARY 2025

EXECUTIVE SUMMARY

In accordance with the Local Government Regulation 2012 (s204) a monthly financial report is required to be presented to Council stating the progress made in relation to the budget for the period of the financial year as near as practicable to the end of the month before the meeting is held.

9.2 SAFETY AND RESILIENCE UPDATE

EXECUTIVE SUMMARY

This report is provided as an update to Council on the current status of Health, Safety and Wellbeing Management System (HSWMS).

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9.3 NOT-FOR-PROFIT – RATES CONCESSION - REGISTER

EXECUTIVE SUMMARY

As per Resolution No. 7460, Council adopted a Rates Concession – Not for Profit Policy that came into effect on 25 August 2021. This report outlines subsequent organisations that have submitted the appropriate documentation and outlines the concession entitlements as per the adopted Policy, along with the updated register.

9.4 CONTRACTS AND PROCUREMENT QUARTERLY REPORT

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview and status update of the Contracts and Procurement Department's operations.

9.5 PEOPLE AND CAPABILITY MONTHLY REPORT

EXECUTIVE SUMMARY

The purpose of this report is to provide information and highlights on the monthly activities of the People and Capability Department.

9.6 ELECTED MEMBER PROFESSIONAL DEVELOPMENT

EXECUTIVE SUMMARY

Seeking endorsement of professional development for Isaac Region Elected Members that aligns with individual preferences, that support our region and align with available budget.

9.7 MINOR COMMUNITY GRANTS SUMMARY JANUARY 2025

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 January to 31 January 2025.

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9.8 OUT-OF-ROUND MAJOR GRANT APPLICATION FY2024-2025 – CLERMONT COMMUNITY BUSINESS GROUP

EXECUTIVE SUMMARY

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendation on an out-of-round application for the Major Community Grants Program for FY2024-2025 from the Clermont Community Business Group.

9.9 REQUEST FOR WAIVER OF DEVELOPMENT APPLICATION FEES AND INFRASTRUCTURE CHARGES FOR DEVELOPMENT APPLICATION MCU24/0020 - MATERIAL CHANGE OF USE – OUTDOOR SPORT AND RECREATION AND FUNCTION FACILITY AT DYSART GOLF CLUB – 180 FISHER STREET, DYSART QLD 4745 – LOT 16 ON CP847447

EXECUTIVE SUMMARY

Council has received a request from Planning Approval Group on behalf of Dysart Golf Club to waive development application fees and infrastructure charges for their development application (MCU24/0020) for a Development Permit for a Material Change of Use for Outdoor Sport and Recreation and Function Facility at Dysart Golf Club, 180 Fisher Street, Dysart, Qld 4745, legally described as Lot 16 on CP847447.

9.10 EXPRESSION OF INTEREST – GSP214728 BEING PART OF LOT 3 ON M973107, OLD ROTARY BUILDING, 38 BACON STREET, MORANBAH

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of the Expression of Interest lodged by Moranbah Martial Arts Inc. for the use of GSP214728 being part of Lot 3 on M973107, Old Rotary Building, 38 Bacon Street, Moranbah.

9.11 TENURE ARRANGEMENTS – CARMILA SPORTS RESERVE ASSOCIATION INC.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of the whole of Lot 1 on

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RP609332, located at 2 Carmila Beach Road, Carmila by way of a Management Agreement to Carmila Sports Reserve Association Inc.

9.12 REALLOCATION OF BUDGET FOR DYSART KINDERGARTEN

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement to surrender budget item CW253328 from the 2024/2025 budget for the amount of \$175,000 to ISAAC capital fund for Council assets.

9.13 REQUEST FOR ALLOCATION OF BUDGET FOR SEWERAGE WORKS ON COUNCIL ASSETS – SIMPLY SUNSHINE AND C&K MORANBAH COMMUNITY KINDERGARTEN

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement to utilise a portion of the surrendered budget from CW253328 – 2024/2025 budget to undertake sewerage line replacement to Isaac Regional Council leased facilities, Simply Sunshine Daycare and C&K Moranbah Community Kindergarten.

9.14 ISAAC EVENTS CENTRE – NAMING CONVENTIONS, REMOBILISATION STATUS AND FEES AND CHARGES

EXECUTIVE SUMMARY

The purpose of this report is to confirm naming conventions for the Isaac Events Centre, update Council on the current status of efforts for recommencement of operations at the centre, and adopt a schedule of fees and charges, including discount arrangements for small businesses undertaking community focussed activities and recurrent bookings.

9.15 PLANNING, ENVIRONMENT AND COMMUNITY SERVICES FY2024/2025 CAPITAL PROJECTS PROGRESS REPORT AS AT 4 FEBRUARY 2025

EXECUTIVE SUMMARY

This report is to provide an update to Council on the progress in the delivery of the Planning, Environment and Community Services 2024/2025 Capital Works Program.

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9.16 QUARTERLY DEPARTMENTAL REPORT – COMMUNITY EDUCATION AND COMPLIANCE

EXECUTIVE SUMMARY

The Purpose of this report is to provide an overview and status update of the Community Education and Compliance Department's operational commitments.

9.17 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.

9.18 INFRASTRUCTURE DEPARTMENT MONTHLY UPDATE – JANUARY 2025

EXECUTIVE SUMMARY

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

9.19 COMPENSATION AGREEMENT ML1865

EXECUTIVE SUMMARY

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

9.20 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.

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9.21 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.

9.22 WATER AND WASTE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT

EXECUTIVE SUMMARY

This report aims to update the Water and Waste Standing Committee and Council on the delivery of the Water and Waste 2024/2025 Capital Works Program.

9.23 WATER QUALITY INVESTIGATION ACTION PLAN UPDATE

EXECUTIVE SUMMARY

The purpose of this report is to update Council on the Water Quality Reliability Investigation Action Plan Deliverables following the 2021/22 Christmas Period water quality incidents.

9.24 BUSINESS SERVICES DEPARTMENTAL REPORT - COMPLIANCE

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview and status update on the Water and Waste Directorate's recurring and reactive regulatory compliance related activities.

9.25 PLANNING AND PROJECTS DEPARTMENT OVERVIEW

EXECUTIVE SUMMARY

The purpose of this report is to present an overview of the Planning and Projects Department within the Water and Waste Directorate of Isaac Regional Council.

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10. OFFICER REPORTS

10.1 **ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MINUTES – 12 DECEMBER 2024**

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee (IACAC) provides guidance to Council about the implementation of arts related policies and plans, plus advice on the development and delivery of the Regional Arts Development Fund (RADF). This report requests that Council receives and notes the Minutes from the IACAC meeting held on 12 December 2024 and presents committee recommendations for consideration.

10.2 **REQUEST FOR RE-ALLOCATION OF BUDGET FOR PLANT ROOM WORKS ON COUNCIL ASSETS – GREG CRUIKSHANK AQUATIC CENTRE PLANT ROOM RENEWAL**

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement to utilise a portion of underspent capital budget from other Planning, Environment and Community Services Capital projects – 2024/2025 budget to provide an additional \$153,308.11 budget to the Greg Cruikshank Aquatic Centre Plant Room, this is due to increased industry costs and availability of contractors to undertake the works.

10.3 **MCU23/0008 DEVELOPMENT APPLICATION FOR A DEVELOPMENT PERMIT FOR A MATERIAL CHANGE OF USE - EXTENSION TO NON-RESIDENT WORKER ACCOMMODATION (20 ADDITIONAL ROOMS) LOCATED AT 28A & 32-34 ACACIA STREET, MORANBAH, DESCRIBED AS LOT 1 ON CP890074 AND LOT 48 ON GV814693**

EXECUTIVE SUMMARY

On 9 June 2023, Council received a development application from Sirrom Corporation (Aust.) Pty Ltd c/- Adams + Sparkes Town Planning for a Development Permit for a Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms) located at 28A & 32-34 Acacia Street, Moranbah, described as Lot 1 on CP860074 and Lot 48 on GV814693. It is recommended that the development application be approved subject to conditions.

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10.4

CUC ISAAC LTD REQUEST FOR SUPPORT

EXECUTIVE SUMMARY

Executive Manager Advocacy and External Affairs reporting on request for financial assistance from CUC Isaac Ltd.

11. CONFIDENTIAL

No Confidential Reports this meeting.

12. GENERAL BUSINESS

13. CONCLUSION

UNCONFIRMED MINUTES

**ORDINARY MEETING OF
ISAAC REGIONAL COUNCIL**

HELD ON
WEDNESDAY, 29 JANUARY 2025
COMMENCING AT 10.00AM

**ISAAC REGIONAL COUNCIL CHAMBERS,
MORANBAH**

UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE ORDINARY MEETING

HELD AT ISAAC REGIONAL COUNCIL

COUNCIL CHAMBERS, MORANBAH

WEDNESDAY 29 JANUARY 2025

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UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE ORDINARY MEETING

HELD AT ISAAC REGIONAL COUNCIL

COUNCIL CHAMBERS, MORANBAH

WEDNESDAY 29 JANUARY 2025 COMMENCING AT 10.00AM

ATTENDANCE

Mayor Kelly Vea Vea, Chair
Deputy Mayor, Cr Jane Pickels, Division Six
Cr Terry O'Neill, Division One
Cr Vern Russell, Division Two
Cr Alaina Earl, Division Five
Cr Rachel Anderson, Division Seven
Cr Viv Coleman, Division Eight

OFFICERS PRESENT

Mr Cale Dendle, Chief Executive Officer
Mr Darren Fettell, Director Corporate Governance and Financial Services
Mr Dan Wagner, Director Planning, Environment and Community Services
Mr Robert Perna, Director Engineering and Infrastructure
Mr Scott Casey, Director Water and Waste
Mr Beau Jackson, Executive Manager Advocacy and External Affairs
Mrs Trudi Liekefett, Manager People and Performance
Mrs Tricia Hughes, Coordinator Executive Support, Office of the Mayor and CEO

1. OPENING

The Mayor declared the meeting open at 10.00am and welcomed all in attendance for the 1st Ordinary Meeting of 2025.

The Mayor acknowledged the traditional custodians of the land, the Barada Barna People, on which we meet today and paid her respects to their Elders past, present and emerging Leaders.

2. LEAVE OF ABSENCE AND APOLOGIES

Leave of absences have been received from Cr Melissa Westcott and Cr Simon West Division Four due to personal commitments.

Resolution No.: 8989

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That Council grants a leave of absence for Cr Melissa Westcott and Cr Simon West for the January 2025 Ordinary Meeting.

Carried

3. CONDOLENCES

- POINTON, William (Bill) late of Clermont (101 years old)
- FRITZ, Alan formerly of Moranbah
- BUCKTON, Phyllis (Jean) formerly of Moranbah
- HARRIS, Glen William formerly of Moranbah
- FORD, Lyall Robert formerly of Nebo
- LUCAS, Andrew "Andy" formerly of Moranbah
- STEVENS, Arthur Henry formerly of Clermont and Moranbah
- CRUST, Michael Patrick formerly of Moranbah
- BASTIN, Margaret (Margie) formerly of Moranbah
- CHAMBERS, Dawn Elaine late of Clermont
- GALEA, Peter formerly of Clermont
- MALLETT, Andrew (Drew) late of Mackay
- MACNAMARA, Brian late of Clermont
- VANDENBERG, Gordon formerly of Moranbah
- DUCKETT, Robert late of Clermont
- GRAY, Richard Elliot formerly of Moranbah

4. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest for Report 10.8 Major Grant Applications Summary Round Two FY2024-2025, Application 4 Moranbah Arts as she is the Secretary for Moranbah Arts.

CONFLICT OF INTEREST

Mr Darren Fettell, Mr Robert Perna, Mr Scott Casey, Mr Dan Wagner and Mr Beau Jackson declared a conflict of interest for Report 10.4 CEO Probation and Performance Agreement 2024/2025 as they are all direct reports of the Chief Executive Officer.

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.

5. DEPUTATIONS

No deputations this meeting.

6. CONSIDERATION OF NOTICE OF MOTIONS

No notice of motions for this meeting.

7. CONFIRMATION OF MINUTES

Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council Chambers, Moranbah on Wednesday 11 December 2024

UNCONFIRMED MINUTES

Resolution No.: 8990

Moved: Cr Terry O'Neill

Seconded: Cr Viv Coleman

The Minutes of the Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Council Chambers, Moranbah on Wednesday 11 December 2024 are confirmed.

Carried

8. BUSINESS ARISING FROM PREVIOUS MEETING

No business arising from previous meeting.

9. STANDING COMMITTEE REPORTS

No Standing Committee Reports this meeting.

10. OFFICER REPORTS

10.1 Isaac Regional Council Monthly Financial Report as at December 2024

EXECUTIVE SUMMARY

In accordance with the *Local Government Regulation 2012* (s204) a monthly financial report is required to be presented to Council stating the progress made in relation to the budget for the period of the financial year as near as practicable to the end of the month before the meeting is held.

UNCONFIRMED MINUTES

OFFICER'S RECOMMENDATION

That Council:

1. *Receives the financial statements for the period ended December 2024 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).*

Resolution No.: 8991

Moved: Cr Alaina Earl

Seconded: Cr Jane Pickels

That Council:

1. **Receives the financial statements for the period ended December 2024 pursuant to, and in accordance with, the *Local Government Regulation 2012 (s204).***

Carried

10.2 Safety and Resilience Update

EXECUTIVE SUMMARY

This report is provided as an update to Council on the current status of the Health, Safety and Wellbeing Management System (HSWMS).

OFFICER'S RECOMMENDATION

That Council:

1. *Notes the Safety and Resilience report provided on the current status of the Health, Safety and Wellbeing Management System.*

UNCONFIRMED MINUTES

Resolution No.: 8992	
Moved: Cr Terry O'Neill	Seconded: Cr Rachel Anderson
That Council:	
1. Notes the Safety and Resilience Report provided on the current status of the Health, Safety and Wellbeing Management System.	
Carried	

10.3 People and Capability Monthly Report

EXECUTIVE SUMMARY

The purpose of this report is to provide information and highlights on the monthly activities of the People and Capability Department.

OFFICER'S RECOMMENDATION

That Council:

1. *Receives and notes the People and Capability monthly report.*

Resolution No.: 8993	
Moved: Cr Alaina Earl	Seconded: Cr Viv Coleman
That Council:	
1. Receives and notes the People and Capability monthly report.	
Carried	

CONFLICT OF INTEREST

Mr Darren Fettell, Mr Robert Perna, Mr Scott Casey, Mr Dan Wagner and Mr Beau Jackson declared a conflict of interest for Report 10.4 CEO Probation and Performance Agreement 2024/2025 as they are all direct reports of the CEO. They all left the meeting room at 10.20am and did not participate in the discussions held for Report 10.4.

10.4

CEO Probation and Performance Agreement 2024/2025

EXECUTIVE SUMMARY

Mayor reporting on Chief Executive Officer (CEO) probation and proposed Performance Agreement for 2024/2025.

OFFICER'S RECOMMENDATION

THAT:

1. Council records satisfactory completion of the Chief Executive Officer's probation (Clause 5.1 Employment Contract) and confirms appointment to the role in accord with s194 of the Local Government Act 2009.
2. In accordance with s12.4 of the Local Government Act 2009, Council notes that the Mayor has statutory responsibility for conducting a performance appraisal of the Chief Executive Officer at least annually and:
 - a. To aid that process, Council establishes a Chief Executive Officer Performance Review Panel comprising Mayor, Deputy Mayor and Cr _____ (or proxy appointed by the Mayor) to lead the CEO performance management process.
 - b. Approves the attached Chief Executive Officer Performance Agreement as nominated by Clause 10.1 of the Employment Contract.

Resolution No.: 8994

Moved: Cr Rachel Anderson

Seconded: Cr Viv Coleman

THAT:

1. Council records satisfactory completion of the Chief Executive Officer's probation (Clause 5.1 Employment Contract) and confirms appointment to the role in accord with s194 of the Local Government Act 2009.
2. In accordance with s12.4 of the Local Government Act 2009, Council notes that the Mayor has statutory responsibility for conducting a performance appraisal of the Chief Executive Officer at least annually and:
 - a. To aid that process, Council establishes a Chief Executive Officer Performance Review Panel comprising Mayor, Deputy Mayor and Cr Rachel Anderson for 2025, Cr Terry O'Neill for 2026, Cr Vern Russell for 2027 (or proxy appointed by the Mayor) to lead the Chief Executive Officer performance management process.
 - b. Approves the attached Chief Executive Officer Performance Agreement as nominated by Clause 10.1 of the Employment Contract.

Carried

ATTENDANCE

Mr Darren Fettell, Mr Robert Perna, Mr Scott Casey, Mr Dan Wagner and Mr Beau Jackson returned to the meeting room at 10.24am.

10.5 Childcare Leadership Alliance Contribution Request

EXECUTIVE SUMMARY

This report outlines the request for financial partnership from Childcare Leadership Alliance (CLA) as it seeks to address critical childcare challenges in the Isaac Region.

OFFICER'S RECOMMENDATION

THAT:

- Council acknowledges that reliable childcare is a service fundamental to the liveability of many communities and accepts that local government has a role to play to assist in shoring up such services, where the private market has failed.*
- Accordingly, and subject to 2025/26 budget deliberations, Council approves the investment of \$100,000 per annum over four (4) years (commencing 1 July 2025) to support the Childcare Leadership Alliance to deliver support services to childcare centres across the Isaac region in an effort to prevent market failures resulting in decreased liveability of the Region.*
- Council authorises the Chief Executive Officer to negotiate and execute partnership agreements with the Childcare Leadership Alliance (CLA), ensuring that the agreements include provisions for reporting back to Council on key deliverables and CLA expanding access to its services across all communities within the Isaac region.*

Resolution No.: 8995

Moved: Cr Rachel Anderson

Seconded: Cr Terry O'Neill

THAT:

- Council acknowledges that reliable childcare is a service fundamental to the liveability of many communities and accepts that local government has a role to play to assist in shoring up such services, where the market has failed.**
- Accordingly, and subject to 2025/26 budget deliberations, Council approves the investment of \$100,000 per annum over four (4) years (commencing 1 July 2025) to support the**

Childcare Leadership Alliance to deliver support services to childcare centres across the Isaac region in an effort to prevent market failures resulting in decreased liveability of the Region.

3. Council authorises the Chief Executive Officer to negotiate and execute partnership agreements with the Childcare Leadership Alliance (CLA), ensuring that the agreements include provisions for quarterly reporting back to Council on key deliverables and CLA expanding access to its services across all communities within the Isaac region.

Carried

10.6

Revised Meeting Schedule For February 2025 And June 2025 Ordinary Meetings

EXECUTIVE SUMMARY

Council is being requested to amend the schedule of Ordinary Meetings for February and June 2025 due to the official opening of the Clermont Police Station and the Australian Local Government Association's 31st National General Assembly (NGA).

OFFICER'S RECOMMENDATION

That Council:

1. *Adopts the following revised meeting schedule for the Ordinary Meetings of Council for February and June 2025.*

ORDINARY MEETING DATE	TIME	LOCATION
Wednesday 26 February 2025	10.00am	Isaac Regional Council, 25 Daintree Street, Clermont – Board Room
Wednesday 30 June 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

Resolution No.: 8996

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That Council:

1. **Adopts the following revised meeting schedule for the Ordinary Meetings of Council for February and June 2025.**

UNCONFIRMED MINUTES

ORDINARY MEETING DATE	TIME	LOCATION
Wednesday 26 February 2025	10.00am	Isaac Regional Council, 25 Daintree Street, Clermont– Board Room
Monday 30 June 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

Carried

10.7 Minor Community Grants Summary – December 2024

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 December to 31 December 2024.

OFFICER'S RECOMMENDATION

That Council:

1. *Notes the minor community grants approved under delegation for the period 1 December to 31 December 2024.*

Resolution No.:	8997		
Moved:	Cr Viv Coleman	Seconded:	Cr Vern Russell
That Council:			
1. Notes the minor community grants approved under delegation for the period 1 December to 31 December 2024.			
Carried			

10.8 Major Grant Applications Summary Round Two FY2024-2025

EXECUTIVE SUMMARY

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the applications received during round two (2) of the Community Grants Program for FY2024-2025. A total of 11 applications were received for Round Two.

OFFICER'S RECOMMENDATION

That Council:

- Approves the following applications for the Community Grants Round Two FY2024-2025 as follows:

Application 1	ELAM
Project	<i>ELAM are hosting their annual Debutante Ball at the Moranbah High School Hall on the 29/03/2025. ELAM are seeking Council's support of \$5,000.00 to cover the cost of the band and catering. The quote for the band is \$2,000.00 The Moranbah Community Workers Club quote for catering is \$8,400.00 The overall cost for the event is \$21,950.00 This meets the co contribution requirements.</i>
<u>Officer Recommendation</u>	
Details	<i>Approve \$5,000.00 (excluding GST)</i>
Proposed Budget Source	<i>Funded equally from Division 3,4 and 5</i>

Application 2	Moranbah Race Club
Project	<i>Moranbah Race Club are hosting their annual November Races in 2025 at the Moranbah Racecourse. They are seeking Council's support of \$10,000.00 for the Premier sponsorship package which includes naming rights plus \$1000.00 for track side signage. Total funds requested is \$11,000.00. Premier sponsorship includes naming rights, radio, banner display, promotional flyer, members area access, racebook, social media, 24 tickets, 24 drink tickets and cold platters. The total cost of the event is \$70,000.00</i>
<u>Officer Recommendation</u>	
Details	<i>Approve \$5,000.00 (excluding GST)</i>

UNCONFIRMED MINUTES

<i>Proposed Budget Source</i>	<i>Funded equally from Division 3,4 and 5</i>
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Application 3	Moranbah Miners Memorial (auspicing for May Day)
<i>Project</i>	<i>The Moranbah Miners (auspicing for Moranbah Miners Memorial May Day). They are seeking Council's support of \$8,470.28 to cover the cost of the traffic management for the closure of Moranbah Town Square. The overall cost for the event is \$59,700.00</i>
<u><i>Officer Recommendation</i></u>	
<i>Details</i>	<i>Approve \$5,000.00 (excluding GST)</i>
<i>Proposed Budget Source</i>	<i>Funded equally from Division 3,4 and 5</i>

Application 4	Moranbah Arts
<i>Project</i>	<i>Moranbah Arts are installing trusses to the Moranbah Arts building and Moranbah Darts building. This will improve the lighting and projection to the stage areas. Completion of this will improve the income to both halls. They are seeking council's support of \$5000.00 for the instillation of the trusses. The overall cost for the installation is \$61,791.07.</i>
<u><i>Officer Recommendation</i></u>	
<i>Details</i>	<i>Approve \$5,000.00 (excluding GST)</i>
<i>Proposed Budget Source</i>	<i>Funded equally from Division 3,4 and 5</i>

Application 5	Middlemount Junior Rugby League
<i>Project</i>	<i>Middlemount Junior Rugby League is hosting a Coaching and Referee Development Session in March 2025 by the Dolphins management team. The referee clinic is for under 13's and up as there is a major shortage in the region. There will also be a family fun afternoon with jumping castle and BBQ dinner. They are seeking Council's support of \$5,000.00 to go towards purchasing new equipment and the jumping castle. Quotes are as follows: jumping castle-\$2,416.80, equipment \$2,483.85 Total - \$4,900.65. The overall cost of the event is \$5,199.00. This meets the co- contribution requirements.</i>

UNCONFIRMED MINUTES

<u>Officer Recommendation</u>	
Details	Approve \$3,430.45 (excluding GST)
Proposed Budget Source	Division 7

Application 6 St Lawrence Public Sportsground	
Project	St Lawrence Public Sportsground are seeking Council's support to purchase a BBQ so they can cater for functions and events more efficiently. The BBQ will also benefit the St Lawrence Wetlands as they will be able to better cater for this event. The cost of the BBQ is \$9,548.80.
<u>Officer Recommendation</u>	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 8

Application 7 Australian Barrel Horse Association (ABHA)	
Project	ABHA Central Queensland Barrels have been a small club for the past three years starting in Moranbah until recently moving their events to Nebo. They are seeking Council's support to host their Futurity/Maturity event at the Nebo Show Grounds on 23-25 May 2025. Funds will go towards two trophy saddles, PA and music hire and the announcer/MC for this event. Quotes are as follows: saddles- \$3,579.25 announcer and MC- \$1,650.00 PA and music hire- \$2,700.00 Total- \$7,929.25 overall cost of event is- \$14,000.00
<u>Officer Recommendation</u>	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 8

UNCONFIRMED MINUTES

Application 8 <i>Clermont State High School P&C</i>	
<i>Project</i>	<i>Clermont State High School P&C are hosting their annual fundraiser Twisted Trivia in March 2025. They are seeking Council's support of \$5,000 to go towards Shop Isaac Cards and catering. Quotes are as follows: Isaac Gift Cards- \$1,800.00, hall hire- \$350.00, signage- \$303.95, newsagency- \$480.65 Beales IGA- \$902.00, Bidfood- \$649.00, Event Brite- \$450.00 Total- \$5,266.35 Minus 30% co-contribution \$3,686.45</i>
<u>Officer Recommendation</u>	
<i>Details</i>	<i>Approve \$3,686.45 (excluding GST)</i>
<i>Proposed Budget Source</i>	<i>Division 6</i>

Application 9 <i>Greater Whitsunday Communities</i>	
<i>Project</i>	<i>Greater Whitsunday Communities would like to host three workshops for governance training in Middlemount, Glenden and Dysart in March 2025. They are seeking Council's support of \$5,000 to pay for catering and accommodation. Quotes are as follows: food Glenden- \$264.00, food Middlemount- \$435.00, food Dysart- \$480.00 accommodation Dysart- \$426.00, accommodation Glenden- \$197.00 accommodation Middlemount- \$339.00 Total- \$2141.00</i>
<u>Officer Recommendation</u>	
<i>Details</i>	<i>Decline – with further consultation within communities to ensure that this is required by community</i>
<i>Proposed Budget Source</i>	<i>Division 1, 2 and 7</i>

Application 10 <i>Creative Bytes</i>	
<i>Project</i>	<i>Creative Bytes would like to hold a 10 week after school program that empowers students with essential coding skills. The initiative will teach participants to design digital games while integrating key STEM concepts. They are seeking Council's support of \$5,000 to go towards software, hardware, marketing and postage to send laptops. No quotes attached.</i>

<u>Officer Recommendation</u>	
<i>Details</i>	<i>Decline – Initial application as its not eligible being a business. Further consultation with Creative Bytes advising to connect with Moranbah High School or MDSS to work collaboratively on a project to auspice an application on their behalf.</i>
<i>Proposed Budget Source</i>	<i>Division 3,4 and 5</i>

<i>Application 11</i>	<i>Nebo Medical Action Group</i>
<i>Project</i>	<i>Nebo Medical Action Group are hosting the 6 Ducks and a Yarn Cricket game on 29 March 2025 at the Nebo Sports Fields. This event was introduced to help raise awareness in rural towns. They are seeking Council’s support of \$5,000 to go towards children’s rides and the band. Quotes are as follows: Funtimes- \$10,000 - entertainment- \$1,430.00 Overall cost of event \$25,000</i>
<u>Officer Recommendation</u>	
<i>Details</i>	<i>Approve \$5,000.00 (excluding GST)</i>
<i>Proposed Budget Source</i>	<i>Division 8</i>

2. *Advises the applicants the grant constitutes sponsorship of the event and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the Community Grants Guidelines.*
3. *Determines the following applications as unsuccessful, with a view that they will be consulted to provide an explanation on why their application was unsuccessful:*
 - i. *Creative Bytes Carlton Victoria - The applicant is not a local business, therefore is ineligible for the Isaac Community Grants program. We have been in contact with the applicant regarding working with Moranbah High School or MDSS in auspicings capacity in the 2025 grant rounds.*
 - ii. *Greater Whitsunday Communities – The applicant failed to provide written quotes for the application. There was no community consultation for the event to take place. We have consulted with them and provided contact details for local community groups to work with in the future.*

UNCONFIRMED MINUTES

Resolution No.: 8998

Moved: Cr Rachel Anderson

Seconded: Cr Terry O'Neill

That Council approves Application 1 for the Community Grants Round Two FY2024-2025 as follows:

Application 1	ELAM
Project	ELAM are hosting their annual Debutante Ball at the Moranbah High School Hall on the 29/03/2025. ELAM are seeking Council's support of \$5,000.00 to cover the cost of the band and catering. The quote for the band is \$2,000.00 The Moranbah Community Workers Club quote for catering is \$8,400.00 The overall cost for the event is \$21,950.00 This meets the co contribution requirements.
Details	Approves \$5,000.00 (excluding GST)
Budget Source	Funded equally from Division 3, 4 and 5
Carried	

Resolution No.: 8999

Moved: Cr Rachel Anderson

Seconded: Cr Alaina Earl

That Council approves Application 2 for the Community Grants Round Two FY2024-2025 as follows:

Application 2	Moranbah Race Club
Project	Moranbah Race Club are hosting their annual November Races in 2025 at the Moranbah Racecourse. They are seeking Council's support of \$10,000.00 for the Premier sponsorship package which includes naming rights plus \$1,000.00 for track side signage. Total funds requested is \$11,000.00. Premier sponsorship includes naming rights, radio, banner display, promotional flyer, members area access, racebook, social media, 24 tickets, 24 drink tickets and cold platters. The total cost of the event is \$70,000.00
Details	Approves \$5,000.00 (excluding GST)
Budget Source	Funded equally from Division 3, 4 and 5
Carried	

UNCONFIRMED MINUTES

Resolution No.: 9000

Moved: Cr Jane Pickels

Seconded: Cr Viv Coleman

That Council approves Application 3 for the Community Grants Round Two FY2024-2025 as follows:

Application 3	Moranbah Miners Memorial (auspicing for May Day)
Project	The Moranbah Miners (auspicing for Moranbah Miners Memorial May Day). They are seeking Council's support of \$8,470.28 to cover the cost of the traffic management for the closure of Moranbah Town Square. The overall cost for the event is \$59,700.00
Details	Approves \$5,000.00 (excluding GST)
Budget Source	Funded equally from Division 3,4 and 5
Carried	

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest for Report 10.8 Major Grant Applications Summary Round Two FY2024-2025, Application 4 Moranbah Arts as she is the Secretary for Moranbah Arts. Cr Alaina Earl left the meeting room at 10.41am and did not participate in the discussion and vote for Application 4 Moranbah Arts.

Resolution No.: 9001

Moved: Cr Rachel Anderson

Seconded: Cr Terry O'Neill

That Council approves Application 4 for the Community Grants Round Two FY2024-2025 as follows:

Application 4	Moranbah Arts
Project	Moranbah Arts are installing trusses to the Moranbah Arts building and Moranbah Darts building. This will improve the lighting and projection to the stage areas. Completion of this will improve the income to both halls. They are seeking council's support of \$5000.00 for the instillation of the trusses. The overall cost for the installation is \$61,791.07.

UNCONFIRMED MINUTES

Details	Approves \$5,000.00 (excluding GST)
Budget Source	Funded equally from Division 3,4 and 5
Carried	

ATTENDANCE

Cr Alaina Earl returned to the meeting room at 10.42am.

Resolution No.: 9002

Moved: Cr Vern Russell

Seconded: Cr Alaina Earl

That Council approves Application 5 for the Community Grants Round Two FY2024-2025 as follows:

Application 5	Middlemount Junior Rugby League
Project	Middlemount Junior Rugby League is hosting a Coaching and Referee Development Session in March 2025 by the Dolphins management team. The referee clinic is for under 13's and up as there is a major shortage in the region. There will also be a family fun afternoon with jumping castle and BBQ dinner. They are seeking Council's support of \$5,000.00 to go towards purchasing new equipment and the jumping castle. Quotes are as follows: jumping castle- \$2,416.80, equipment \$2,483.85 Total - \$4,900.65. The overall cost of the event is \$5,199.00. This meets the co- contribution requirements.
Details	Approves \$3,430.45 (excluding GST)
Budget Source	Division 7
Carried	

Resolution No.: 9003

Moved: Cr Viv Coleman

Seconded: Cr Rachel Anderson

That Council approves Application 6 for the Community Grants Round Two FY2024-2025 as follows:

UNCONFIRMED MINUTES

Application 6 St Lawrence Public Sportsground	
Project	St Lawrence Public Sportsground are seeking Council's support to purchase a BBQ so they can cater for functions and events more efficiently. The BBQ will also benefit the St Lawrence Wetlands as they will be able to better cater for this event. The cost of the BBQ is \$9,548.80.
Details	Approves \$5,000.00 (excluding GST)
Budget Source	Division 8
Carried	

Resolution No.: 9004

Moved: Cr Viv Coleman

Seconded: Cr Terry O'Neill

That Council approves Application 7 for the Community Grants Round Two FY2024-2025 as follows:

Application 7 Australian Barrel Horse Association (ABHA)	
Project	ABHA Central Queensland Barrels have been a small club for the past three years starting in Moranbah until recently moving their events to Nebo. They are seeking Council's support to host their Futurity/Maturity event at the Nebo Show Grounds on 23-25 May 2025. Funds will go towards two trophy saddles, PA and music hire and the announcer/MC for this event. Quotes are as follows: saddles- \$3,579.25 announcer and MC - \$1,650.00 PA and music hire- \$2,700.00 Total- \$7,929.25 overall cost of event is - \$14,000.00
Details	Approves \$5,000.00 (excluding GST)
Budget Source	Division 8
Carried	

UNCONFIRMED MINUTES

Resolution No.:	9005
Moved:	Cr Jane Pickels
Seconded:	Cr Alaina Earl
That Council approves Application 8 for the Community Grants Round Two FY2024-2025 as follows:	
Application 8	Clermont State High School P&C
Project	Clermont State High School P&C are hosting their annual fundraiser Twisted Trivia in March 2025. They are seeking Council's support of \$5,000 to go towards Shop Isaac Cards and catering. Quotes are as follows: Isaac Gift Cards- \$1,800.00, hall hire- \$350.00, signage- \$303.95, newsagency- \$480.65 Beales IGA- \$902.00, Bidfood- \$649.00, Event Brite- \$450.00 Total- \$5,266.35 Minus 30% co-contribution \$3,686.45
Details	Approves \$3,686.45 (excluding GST)
Budget Source	Division 6
Carried	

Resolution No.:	9006
Moved:	Cr Terry O'Neill
Seconded:	Cr Vern Russell
That Council declines Application 9 for the Community Grants Round Two FY2024-2025 as follows:	
Application 9	Greater Whitsunday Communities
Project	Greater Whitsunday Communities would like to host three workshops for governance training in Middlemount, Glenden and Dysart in March 2025. They are seeking Council's support of \$5,000 to pay for catering and accommodation. Quotes are as follows: food Glenden- \$264.00, food Middlemount- \$435.00, food Dysart- \$480.00 accommodation Dysart- \$426.00, accommodation Glenden - \$197.00 accommodation Middlemount - \$339.00 Total - \$2141.00
Details	Declines – with further consultation within communities to ensure that this is required by community
Carried	

UNCONFIRMED MINUTES

Resolution No.:	9007
Moved:	Cr Viv Coleman
Seconded:	Cr Terry O'Neill
That Council declines Application 10 for the Community Grants Round Two FY2024-2025 as follows:	
Application 10	Creative Bytes
Project	Creative Bytes would like to hold a 10 week after school program that empowers students with essential coding skills. The initiative will teach participants to design digital games while integrating key STEM concepts. They are seeking Council's support of \$5,000 to go towards software, hardware, marketing and postage to send laptops. No quotes attached.
Details	Declines – Initial application as its not eligible being a business. Further consultation with Creative Bytes advising to connect with Moranbah High School or MDSS to work collaboratively on a project to auspice an application on their behalf.
Carried	

Resolution No.:	9008
Moved:	Cr Viv Coleman
Seconded:	Cr Alaina Earl
That Council approves Application 11 for the Community Grants Round Two FY2024-2025 as follows:	
Application 11	Nebo Medical Action Group
Project	Nebo Medical Action Group are hosting the 6 Ducks and a Yarn Cricket game on 29 March 2025 at the Nebo Sports Fields. This event was introduced to help raise awareness in rural towns. They are seeking Council's support of \$5,000 to go towards children's rides and the band. Quotes are as follows: Funtimes- \$10,000 - entertainment- \$1,430.00 Overall cost of event \$25,000
Details	Approves \$5,000.00 (excluding GST)
Budget Source	Division 8
Carried	

Resolution No.: 9009

Moved: Cr Alaina Earl

Seconded: Cr Vern Russell

That Council:

- 1. Advises the applicants the grant constitutes sponsorship of the event and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the Community Grants Guidelines.**
- 2. Determines the following applications as unsuccessful, with a view that they will be consulted to provide an explanation on why their application was unsuccessful:**
 - I. Creative Bytes Carlton Victoria - The applicant is not a local business, therefore is ineligible for the Isaac Community Grants program. We have been in contact with the applicant regarding working with Moranbah High School or MDSS in auspicing capacity in the 2025 grant rounds.**
 - II. Greater Whitsunday Communities – The applicant failed to provide written quotes for the application. There was no community consultation for the event to take place. We have consulted with them and provided contact details for local community groups to work with in the future.**

Carried

10.9 Moranbah Bulls Rugby Union - Tenure Surrender

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement to accept the surrender of a trustee lease by Moranbah Bulls Rugby Union Club Incorporated over Lot DC on 152168-L being part of Lot 133 on GV265, located at the Eastern Sporting Fields, Tallon Street, Moranbah.

OFFICER'S RECOMMENDATION

That Council:

UNCONFIRMED MINUTES

1. *Accepts the surrender of a trustee lease by Moranbah Bulls Rugby Union Club Incorporated over Lot DC on 152168-L being part of Lot 133 on GV265, located at the Eastern Sporting Fields, Tallon Street, Moranbah.*
 - I. *Moranbah Bulls Rugby Union Club Incorporated will remain responsible for all fees and charges until the date of inspection of the facility to be conducted upon passing of resolution supporting the surrender.*
 - II. *Moranbah Bulls Rugby Union Club Incorporated will be responsible for the scheduled titles fee for surrender of lease.*
 - III. *Moranbah Bulls Rugby Union Club Incorporated will be responsible for any make good works at the facility.*
2. *Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.*

Resolution No.: 9010

Moved: Cr Jane Pickels

Seconded: Cr Alaina Earl

That Council:

1. **Accepts the surrender of a trustee lease by Moranbah Bulls Rugby Union Club Incorporated over Lot DC on 152168-L being part of Lot 133 on GV265, located at the Eastern Sporting Fields, Tallon Street, Moranbah.**
 - i. **Moranbah Bulls Rugby Union Club Incorporated will remain responsible for all fees and charges until the date of inspection of the facility to be conducted upon passing of resolution supporting the surrender.**
 - ii. **Moranbah Bulls Rugby Union Club Incorporated will be responsible for the scheduled titles fee for surrender of lease.**
 - iii. **Moranbah Bulls Rugby Union Club Incorporated will be responsible for any make good works at the facility.**
2. **Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.**

Carried

UNCONFIRMED MINUTES

ATTENDANCE

Ms Carenda Jenkin, Strategic Communications Coordinator entered meeting room at 10.52am.

Resolution No.:	9011		
Moved:	Cr Viv Coleman	Seconded:	Cr Terry O'Neill
That Council adjourn the meeting at 11.25am for morning tea.			
			Carried

Resolution No.:	9012		
Moved:	Cr Alaina Earl	Seconded:	Cr Rachel Anderson
That Council resume the meeting at 11.35am.			
			Carried

10.10

Moranbah Community Centre – Business Plan and Name Change

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement for the Moranbah Community Centre's Business Plan, developed by consultants. The plan proposes operating under a Hybrid model for the first three (3) years. Additionally, the report seeks approval for a name change to align with the new direction for the centre.

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorses the Moranbah Community Centre Business Plan and its operation under the Hybrid approach for the first three years.*
- 2. Endorses the reallocation of \$33,744 from 2024/2025 financial year budgeted funds currently allocated to salaries, wages and oncosts for Hospitality Casual 67,638.00 (cost centre 4607-7111) to contribute to salaries, wages and oncosts for the Team Leader – Catering 67,631.00 (cost centre 4607-7111) and Centre Operations Leader – Moranbah (cost centre 4607-7111).*
- 3. Notes that further funds will need to be considered for this position in the 2025-2026 financial year budget for salaries and wages and oncosts.*
- 4. Endorses the change of name for the centre from Moranbah Community Centre to Isaac Community Centre.*
- 5. Maintains the current names of internal hall and rooms, with the exception of Hall 2, which will be renamed to Executive Meeting Room due to its reconfiguration.*

Resolution No.: 9013

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That Council:

- 1. Endorses the Moranbah Community Centre Business Plan and its operation under the Hybrid approach for the first twelve months with reporting to be provided monthly to Council on performance of the business plan with a detailed summary report at the end of the first twelve months.**
- 2. Adopts the proposed fees and charges for the centre as outlined in table 8.2 of the Moranbah Community Centre Business Plan, noting further refinement will be undertaken and presented to Council in February 2025 for consideration of categorisation of small business operators and not for profit groups providing sports, art and recreation activities in the centre.**
- 3. Endorses the reallocation of \$33,744 from 2024/2025 financial year budgeted funds currently allocated to salaries, wages and oncosts for Hospitality Casual 67,638.00 (cost centre 4607-7111) to contribute to salaries, wages and oncosts for the Team Leader – Catering 67,631.00 (cost centre 4607-7111) and Centre Operations Leader – Moranbah (cost centre 4607-7111).**

4. Notes that further funds will need to be considered for this position in the 2025-2026 financial year budget for salaries and wages and oncosts.
5. Endorses the change of name for the centre from Moranbah Community Centre to Isaac Event Centre.
6. Maintains the current names of internal hall and rooms, with the exception of Hall 2, which will be renamed to Executive Meeting Room due to its reconfiguration.

Carried

ATTENDANCE

Ms Carenda Jenkin left the meeting room at 11.50am.

10.11 Connect Greater Whitsunday Project Roadmap

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of the Greater Whitsunday Alliance (GW3) Connect Greater Whitsunday Project Roadmap that identified a list of digital infrastructure projects in Isaac region, and that Council endorse those projects as advocacy priorities for regional connectivity improvements.

OFFICER'S RECOMMENDATION

That Council:

1. *Receives and notes the Greater Whitsunday Alliance (GW3) Connect Greater Whitsunday Project Roadmap – August 2024, and the GW3 Regional Connectivity Projects summary document.*
2. *Endorses the connectivity projects listed in clause 1 for advocacy purposes subject to Council approving budget funds and/or attraction of external grant funding.*

Resolution No.: 9014

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That Council:

1. **Receives and notes the Greater Whitsunday Alliance (GW3) Connect Greater Whitsunday Project Roadmap – August 2024, and the GW3 Regional Connectivity Projects summary document.**

2. Delegates to Mayor Kelly Vea Vea to finalise Council's connectivity priority projects in consultation with Councillors.
3. Notes that Council will continue advocacy for a broad range of telecommunication projects subject to Council approving budget funds and/or attraction of external grant funding.

Carried

10.12

St Lawrence Wetlands Weekend Event Temporary Designated Public Place (Wet Area)

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of the camping areas at St Lawrence to have Temporary Designated Public Place (Wet Area) approval as per Section 173C of the *Liquor Act 1992* for the St Lawrence Wetlands Weekend 2025 event.

OFFICER'S RECOMMENDATION

That Council:

1. *Endorses the St Lawrence Sports Ground (Lot 123 on CP858229) a temporary designated public place (wet area), where liquor may be consumed in accordance with Section 173 C of the Liquor Act 1992.*
2. *Endorses the temporary designated public place (wet area) in clause 1, be restricted to between 12 noon Friday 27 June 2024 to 12 noon Sunday 29 June 2024.*
3. *Delegates authority to the Chief Executive Officer to decide future temporary designated public places (wet areas) in relation to the St Lawrence Wetlands Weekend, in consultation with Councillors.*

Resolution No.: 9015

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That Council:

1. **Endorses the St Lawrence Sports Ground (Lot 123 on CP858229) a temporary designated public place (wet area), where liquor may be consumed in accordance with Section 173 C of the Liquor Act 1992.**

2. **Endorses the temporary designated public place (wet area) in clause 1, be restricted to between 12 noon Friday 27 June 2024 to 12 noon Sunday 29 June 2024.**
3. **Delegates authority to the Chief Executive Officer to decide future temporary designated public places (wet areas) in relation to the St Lawrence Wetlands Weekend, in consultation with Councillors.**

Carried

10.13

Planning, Environment and Community Services FY2024 - 2025 Capital Projects Progress Report as at 14 January 2025

EXECUTIVE SUMMARY

This report is to provide an update to Council on the progress in the delivery of the Planning, Environment and Community Services 2024-2025 Capital Works Program.

OFFICER'S RECOMMENDATION

That Council:

1. *Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 14 January 2025.*

Resolution No.: 9016

Moved: Cr Viv Coleman

Seconded: Cr Vern Russell

That Council:

1. **Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 14 January 2025.**

Carried

10.14 Liveability and Sustainability Departmental Report - January 2025

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview and status update of the Liveability and Sustainability Department's projects and operational commitments.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and notes the content of the report which provides an overview and status update of the Liveability and Sustainability Department's projects and operational commitments.*

Resolution No.: 9017

Moved: Cr Terry O'Neill

Seconded: Cr Rachel Anderson

That Council:

- 1. Receives and notes the content of the report which provides an overview and status update of the Liveability and Sustainability Department's projects and operational commitments.**

Carried

ACTION:

Liveability and Sustainability Department to investigate Council's options for management of feral cats.

10.15 Community Facilities Departmental Report – January 2025

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview and status update of the Community Facilities Department's major projects and other key initiatives being undertaken.

OFFICER'S RECOMMENDATION

That Council:

UNCONFIRMED MINUTES

1. *Receives and notes the status update of Community Facilities' major projects and other key activities.*

Resolution No.: 9018

Moved: Cr Viv Coleman

Seconded: Cr Terry O'Neill

That Council:

1. **Receives and notes the status update of Community Facilities' major projects and other key activities.**

Carried

10.16

Engineering and Infrastructure 2024/2025 Capital Projects Progress Report – January 2025

EXECUTIVE SUMMARY

This report is to provide an update to Council on the progress in delivery of the Engineering and Infrastructure 2024/2025 Capital Works Program.

OFFICER'S RECOMMENDATION

That Council:

1. *Receives and notes the monthly Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary Report in January 2025.*

Resolution No.: 9019

Moved: Cr Jane Pickels

Seconded: Cr Alaina Earl

That Council:

1. **Receives and notes the monthly Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary Report in January 2025.**

Carried

10.17 Infrastructure Department Monthly Update – December 2024

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 Council:

1. *Notes the Infrastructure Department monthly update for December 2024.*

Resolution No.: 9020

Moved: Cr Vern Russell

Seconded: Cr Alaina Earl

That Council:

1. **Notes the Infrastructure Department monthly update for December 2024.**

Carried

10.18 Groundwater Monitoring Bores Installation And Maintenance Licence – Saraji Road MB06, MB07, MB09, MB10 and MB 14

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 groundwater monitoring bores within the Saraji Road reserve.

OFFICER'S RECOMMENDATION

That Council:

1. *Delegates authority to the Chief Executive Officer to negotiate, execute and vary the Groundwater Monitoring Bores Installation and Maintenance Licence – Saraji Road MB06, MB07, MB09, MB10 and MB 14 for the installation, use and maintenance of groundwater monitoring bores including driveways and access tracks as required across in accordance with the terms attached.*

UNCONFIRMED MINUTES

Resolution No.: 9021

Moved: Cr Jane Pickels

Seconded: Cr Viv Coleman

That Council:

- Delegates authority to the Chief Executive Officer to negotiate, execute and vary the Groundwater Monitoring Bores Installation and Maintenance Licence – Saraji Road MB06, MB07, MB09, MB10 and MB 14 for the installation, use and maintenance of groundwater monitoring bores including driveways and access tracks as required across in accordance with the terms.**

Carried

10.19 Water and Waste 2024/25 Capital Projects Progress Report

EXECUTIVE SUMMARY

This report aims to update Council on the delivery of the Water and Waste 2024/25 Capital Works Program.

OFFICER'S RECOMMENDATION

That Council:

- Receives and notes the monthly Water and Waste 2024/25 Capital Projects Progress Summary Report.*

Resolution No.: 9022

Moved: Cr Vern Russell

Seconded: Cr Alaina Earl

That Council:

- Receives and notes the monthly Water and Waste 2024/25 Capital Projects Progress Summary Report for January 2025.**

Carried

10.20 Council Controlled Entity - Moranbah Early Learning Centre Pty Ltd

EXECUTIVE SUMMARY

Chief Executive Officer reporting on Council's relationship with its controlled entity, Moranbah Early Learning Centre Pty Ltd.

OFFICER'S RECOMMENDATION

That Council:

1. *In accordance with s262 of the Local Government Regulation 2012, Council repeals its resolutions of 19 December 2017 and 26 June 2018 no longer seeking to divest its interests in Moranbah Early Learning Centre Pty Ltd and, instead, resolves to maintain the controlled entity company for the purpose of securing childcare services in the region.*
2. *The Chief Executive Officer be authorised to:*
 - a. *Seek changes to the legal structure of Moranbah Early Learning Centre Pty Ltd to create greater independence from Council and more self-reliance by the company itself, noting obligations to notify the Queensland Treasurer of changes under the Statutory Bodies Financial Arrangements Act 1982.*
 - b. *Negotiate to conclusion and execute a new lease for the 221 Mills Avenue Moranbah childcare centre on the basis that commercial rent is foregone with savings to be used to reinvest in all capital and maintenance needs of the property.*

Resolution No.: 9023

Moved: Cr Jane Pickels

Seconded: Cr Alaina Earl

That Council:

1. **In accordance with s262 of the *Local Government Regulation 2012*, Council repeals its resolutions of 19 December 2017 and 26 June 2018 no longer seeking to divest its interests in Moranbah Early Learning Centre Pty Ltd and, instead, resolves to maintain the controlled entity company for the purpose of securing childcare services in the region.**
2. **The Chief Executive Officer be authorised to:**
 - a. **Seek changes to the legal structure of Moranbah Early Learning Centre Pty Ltd to create greater independence from Council and more self-reliance by the company itself, noting obligations to notify the Queensland Treasurer of changes under the *Statutory Bodies Financial Arrangements Act 1982*.**

- b. **Negotiate to conclusion and execute a new lease for the 221 Mills Avenue Moranbah Childcare Centre on the basis that commercial rent is foregone with savings to be used to reinvest in all capital and maintenance needs of the property.**

Carried

11. CONFIDENTIAL REPORTS

No Confidential Reports this meeting.

12. COUNCILLOR QUESTION TIME

12.1

Congratulations – Australia Day Events

Cr Jane Pickels congratulated all teams involved in the Australia Day events planning across the entire region, including Clermont (CEPE Team, BMC Team, Clermont Work Camp, Parks and Recreation Team etc). The hard work of all involved was noted by Community.

Mayor Kelly Vea Vea offered her thanks to all involved and advised that she received positive feedback on the Regional Australia Day Awards Ceremony.

12.2

Thank you to Water and Engineering & Infrastructure Teams

Cr Viv Coleman thanked the Water team for their hard work in getting the burst water main in St Lawrence sorted.

Cr Coleman also thanked the Engineering and Infrastructure Team for the work involved in the clean-up following storms that have occurred over the past few weeks.

12.3 Advocacy for Back Up Generator – St Lawrence

Cr Viv Coleman requested assistance from Isaac Regional Council to assist with advocating to Ergon Energy to ensure that the backup Generator for St Lawrence (which has been relocated) is up and running as soon as possible to ensure continued power supply for the town, especially during the storm season.

ACTION: MR BEAU JACKSON, EXECUTIVE MANAGER ADVOCACY AND EXTERNAL AFFAIRS

12.4 Clermont and Moranbah Golf Event held in Clermont

Cr Terry O'Neill recently attended a tournament held in Clermont which saw the Clermont Golf and Moranbah Golf Clubs compete. Cr O'Neill advised that it was a great Community Event that was enjoyed by many. Cr O'Neill provided a special thank you to Alicia and Donna for their assistance with the event preparations for Isaac Regional Council.

12.5 Advocacy and External Affairs Update

Mr Beau Jackson provided an Advocacy and External Affairs briefing to Council on the following:

1. Recent Submissions
2. Federal Election Advocacy Priorities

13. CONCLUSION

There being no further business, the Mayor declared the meeting closed at 12.28pm.

These minutes will be confirmed by Council at the Ordinary Meeting to be held in Clermont on Wednesday 26 February 2025.

.....
MAYOR

..... / /
DATE

MEETING DETAILS	Ordinary Meeting Wednesday, 26 February 2025
AUTHOR	Tricia Hughes
AUTHOR POSITION	Coordinator Executive Support

8.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY MEETING OF COUNCIL – JANUARY 2025

EXECUTIVE SUMMARY

The business outstanding table is used as a tool to monitor outstanding items resolved at previous Ordinary Meetings of Council. The current Business Outstanding Table for the Ordinary Meeting of Council is presented for Councillors' information.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and Notes the Business Outstanding Table for the Ordinary Meeting of Council.**

BACKGROUND

A monthly report providing the status of Council Resolutions is provided to Council on the business outstanding – refer to Attachment 1 – Business Outstanding Table for the Ordinary Meeting of Council.

IMPLICATIONS

The Business Outstanding Table is provided for Councillor information and the Chief Executive Officer is responsible for ensuring actions are completed within a timely manner.

CONSULTATION

Executive Leadership Team

BASIS FOR RECOMMENDATION

Transparent reporting to Elected Members

ACTION ACCOUNTABILITY

Office of the Chief Executive Officer

KEY MESSAGES

Council is committed to meeting its legislative requirements, ensuring its transparent decision making.



Report prepared by: Tricia Hughes Coordinator Executive Support Date: 21 February 2025	Report authorised by: CALE DENDLE Chief Executive Officer Date: 21 February 2025
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ATTACHMENTS

- Attachment 1 - Business Outstanding Table for the Ordinary Meeting of Council – January 2025

REFERENCE DOCUMENT

- Nil

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Meeting Type	Meeting Date	Item No.	Report Title	Executive Summary	Res No	Council Resolution	Responsible Officer/s	Action Accountability	Action Comments	Action Status	If Not Yet Complete - Expected Completion Date	Completion Date	Link to minutes
1	Council Resolution Register - January 2025 (Business Outstanding Table)													
2														
3	Ordinary Meeting	29/01/2025	2	Leave of Absence and Apologies	Procedural Motion	8989	That Council grants a leave of absence for Cr Melissa Westcott and Cr Simon West for the January 2025 Ordinary Meeting.	Office of the CEO	Update Leave Register	Register Updated on 04/02/2025	Complete	N/A	4/02/2025	
4	Ordinary Meeting	29/01/2025	7	Confirmation of Minutes	Procedural Motion	8990	The Minutes of the Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Council Chambers, Moranbah on Wednesday 11 December 2024 are confirmed.	Office of the CEO	Update Minutes to Confirmed and add to the IRC Website. Print Minute Book for Mayor's Signature	Minutes Updated on IRC Website. Minute Book to be finalised	In Progress - On schedule	14/03/2025		
5	Ordinary Meeting	29/01/2025	10.1	Isaac Regional Council Monthly Financial Report as at December 2024	In accordance with the Local Government Regulation 2012 (s204) a monthly financial report is required to be presented to Council stating the progress made in relation to the budget for the period of the financial year as near as practicable to the end of the month before the meeting is held.	8991	1. Receives the financial statements for the period ended December 2024 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).	Jason Rivett	Not Applicable.		Complete			
6	Ordinary Meeting	29/01/2025	10.2	Safety and Resilience Update	This report is provided as an update to Council on the current status of the Health, Safety and Wellbeing Management System (HSWMS).	8992	1. Notes the Safety and Resilience Report provided on the current status of the Health, Safety and Wellbeing Management System. Carried	Warren Clough	Senior Safety and Resilience Partner • Senior Wellbeing and Resilience Partner • Senior Disaster and Emergency and Resilience Partner		Complete			
7	Ordinary Meeting	29/01/2025	10.3	People and Capability Report	The purpose of this report is to provide information and highlights on the monthly activities of the People and Capability Department.	8993	1. Receives and notes the People and Capability monthly report.	Trudi Liekefett		This is an information only report with no actions from this meeting	Complete		4/02/2025	
8	Ordinary Meeting	29/01/2025	10.4	CEO Probation and Performance Agreement 2024/2025	Mayor reporting on Chief Executive Officer (CEO) probation and proposed Performance Agreement for 2024/2025.	8994	1. Council records satisfactory completion of the Chief Executive Officer's probation (Clause 5.1 Employment Contract) and confirms appointment to the role in accord with s194 of the Local Government Act 2009. 2. In accordance with s12.4 of the Local Government Act 2009, Council notes that the Mayor has statutory responsibility for conducting a performance appraisal of the Chief Executive Officer at least annually and: a. To aid that process, Council establishes a Chief Executive Officer Performance Review Panel comprising Mayor, Deputy Mayor and Cr Rachel Anderson for 2025, Cr Terry O'Neill for 2026, Cr Vern Russell for 2027 (or proxy appointed by the Mayor) to lead the Chief Executive Officer performance management process. b. Approves the attached Chief Executive Officer Performance Agreement as nominated by Clause 10.1 of the Employment Contract.	Trudi Liekefett		This is an information only report with no actions from this meeting	Complete		4/02/2025	
9	Ordinary Meeting	29/01/2025	10.5	Childcare Leadership Alliance Contribution Request	This report outlines the request for financial partnership from Childcare Leadership Alliance (CLA) as it seeks to address critical childcare challenges in the Isaac Region.	8995	1. Council acknowledges that reliable childcare is a service fundamental to the liveability of many communities and accepts that local government has a role to play to assist in shoring up such services, where the market has failed. 2. Accordingly, and subject to 2025/26 budget deliberations, Council approves the investment of \$100,000 per annum over four (4) years (commencing 1 July 2025) to support the Childcare Leadership Alliance to deliver support services to childcare centres across the Isaac region in an effort to prevent market failures resulting in decreased liveability of the Region. 3. Council authorises the Chief Executive Officer to negotiate and execute partnership agreements with the Childcare Leadership Alliance (CLA), ensuring that the agreements include provisions for quarterly reporting back to Council on key deliverables and CLA expanding access to its services across all communities within the Isaac region.	Beau Jackson	The Chief Executive Officer has accountability, with assistance of the Executive Manager Advocacy and External Affairs and relevant Officers.	Initial Correspondence sent to CLA advising of Council decision	In Progress - On schedule	31/03/2025		
10	Ordinary Meeting	29/01/2025	10.6	Revised Meeting Schedule For February 2025 And June 2025 Ordinary Meetings	Council is being requested to amend the schedule of Ordinary Meetings for February and June 2025 due to the official opening of the Clermont Police Station and the Australian Local Government Association's 31st National General Assembly (NGA).	8996	1. Adopts the following revised meeting schedule for the Ordinary Meetings of Council for February and June 2025. ORDINARY MEETING DATE TIME LOCATION Wednesday 26 February 2025 10.00am Isaac Regional Council, 25 Daintree Street, Clermont- Board Room Monday 30 June 2025 10.00am Isaac Regional Council, Batchelor Parade, Moranbah - Chamber Room	Tricia Hughes	Office of the Chief Executive Officer and Brand, Media and Communication Team to advertise the meeting date, times and location as per legislative requirements.	Revised Meeting Schedule Updated	Complete		21/02/2025	
11	Ordinary Meeting	29/01/2025	10.7	Monior Community Grants Summary - December 2024	This report summarises the minor community grants approved under delegation for the period 1 December to 31 December 2024.	8997	1. Notes the minor community grants approved under delegation for the period 1 December to 31 December 2024.	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete			
12	Ordinary Meeting	29/01/2025	10.8	Major Grant Applications Summary Round Two FY2024-2025	The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the applications received during round two (2) of the Community Grants Program for FY2024-2025. A total of 11 applications were received for Round Two.	8998	That Council approves Application 1 for the Community Grants Round Two FY2024-2025 as follows: Application 1 ELAM Project ELAM are hosting their annual Debutante Ball at the Moranbah High School Hall on the 29/03/2025. ELAM are seeking Council's support of \$5,000.00 to cover the cost of the band and catering. The quote for the band is \$2,000.00 The Moranbah Community Workers Club quote for catering is \$8,400.00 The overall cost for the event is \$21,950.00 This meets the co contribution requirements. Details Approves \$5,000.00 (excluding GST) Budget Source Funded equally from Division 3, 4 and 5	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete			

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
13	Ordinary Meeting	29/01/2025				8999	That Council approves Application 2 for the Community Grants Round Two FY2024-2025 as follows: Application 2 Moranbah Race Club Project Moranbah Race Club are hosting their annual November Races in 2025 at the Moranbah Racecourse. They are seeking Council's support of \$10,000.00 for the Premier sponsorship package which includes naming rights plus \$1,000.00 for track side signage. Total funds requested is \$11,000.00. Premier sponsorship includes naming rights, radio, banner display, promotional flyer, members area access, racebook, social media, 24 tickets, 24 drink tickets and cold platters. The total cost of the event is \$70,000.00 Details Approves \$5,000.00 (excluding GST) Budget Source Funded equally from Division 3, 4 and 5	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
14	Ordinary Meeting	29/01/2025				9000	That Council approves Application 3 for the Community Grants Round Two FY2024-2025 as follows:Application 3 Moranbah Miners Memorial (auspicing for May Day) Project The Moranbah Miners (auspicing for Moranbah Miners Memorial May Day). They are seeking Council's support of \$8,470.28 to cover the cost of the traffic management for the closure of Moranbah Town Square. The overall cost for the event is \$59,700.00 Details Approves \$5,000.00 (excluding GST) Budget Source Funded equally from Division 3,4 and 5	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
15	Ordinary Meeting	29/01/2025				9001	That Council approves Application 4 for the Community Grants Round Two FY2024-2025 as follows: Application 4 Moranbah Arts Project Moranbah Arts are installing trusses to the Moranbah Arts building and Moranbah Darts building. This will improve the lighting and projection to the stage areas. Completion of this will improve the income to both halls. They are seeking council's support of \$5000.00 for the instillation of the trusses. The overall cost for the installation is \$61,791.07. Details Approves \$5,000.00 (excluding GST) Budget Source Funded equally from Division 3,4 and 5	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
16	Ordinary Meeting	29/01/2025				9002	Moved: Cr Vern Russell Seconded: Cr Alaina Earl That Council approves Application 5 for the Community Grants Round Two FY2024-2025 as follows: Application 5 Middlemount Junior Rugby League Project Middlemount Junior Rugby League is hosting a Coaching and Referee Development Session in March 2025 by the Dolphins management team. The referee clinic is for under 13's and up as there is a major shortage in the region. There will also be a family fun afternoon with jumping castle and BBQ dinner. They are seeking Council's support of \$5,000.00 to go towards purchasing new equipment and the jumping castle. Quotes are as follows: jumping castle- \$2,416.80, equipment \$2,483.85 Total - \$4,900.65. The overall cost of the event is \$5,199.00. This meets the co- contribution requirements. Details Approves \$3,430.45 (excluding GST) Budget Source Division 7	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
17	Ordinary Meeting	29/01/2025				9003	That Council approves Application 6 for the Community Grants Round Two FY2024-2025 as follows:Application 6 St Lawrence Public Sportsground Project St Lawrence Public Sportsground are seeking Council's support to purchase a BBQ so they can cater for functions and events more efficiently. The BBQ will also benefit the St Lawrence Wetlands as they will be able to better cater for this event. The cost of the BBQ is \$9,548.80. Details Approves \$5,000.00 (excluding GST) Budget Source Division 8	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
18	Ordinary Meeting	29/01/2025				9004	That Council approves Application 7 for the Community Grants Round Two FY2024-2025 as follows: Application 7 Australian Barrel Horse Association (ABHA) Project ABHA Central Queensland Barrels have been a small club for the past three years starting in Moranbah until recently moving their events to Nebo. They are seeking Council's support to host their Futurity/Maturity event at the Nebo Show Grounds on 23-25 May 2025. Funds will go towards two trophy saddles, PA and music hire and the announcer/MC for this event. Quotes are as follows: saddles- \$3,579.25 announcer and MC - \$1,650.00 PA and music hire- \$2,700.00 Total- \$7,929.25 overall cost of event is - \$14,000.00 Details Approves \$5,000.00 (excluding GST) Budget Source Division 8	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
19	Ordinary Meeting	29/01/2025				9005	That Council approves Application 8 for the Community Grants Round Two FY2024-2025 as follows: Application 8 Clermont State High School P&C Project Clermont State High School P&C are hosting their annual fundraiser Twisted Trivia in March 2025. They are seeking Council's support of \$5,000 to go towards Shop Isaac Cards and catering. Quotes are as follows: Isaac Gift Cards- \$1,800.00, hall hire- \$350.00, signage- \$303.95, newsagency- \$480.65 Beales IGA- \$902.00, Bidfood- \$649.00, Event Brite- \$450.00 Total- \$5,266.35 Minus 30% co-contribution \$3,686.45 Details Approves \$3,686.45 (excluding GST) Budget Source Division 6	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
20	Ordinary Meeting	29/01/2025				9006	That Council declines Application 9 for the Community Grants Round Two FY2024-2025 as follows: Application 9 Greater Whitsunday Communities Project Greater Whitsunday Communities would like to host three workshops for governance training in Middlemount, Glenden and Dysart in March 2025. They are seeking Council's support of \$5,000 to pay for catering and accommodation. Quotes are as follows: food Glenden- \$264.00, food Middlemount- \$435.00, food Dysart- \$480.00 accommodation Dysart- \$426.00, accommodation Glenden - \$197.00 accommodation Middlemount - \$339.00 Total - \$2141.00 Details Declines – with further consultation within communities to ensure that this is required by community	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
21	Ordinary Meeting	29/01/2025				9007	That Council declines Application 10 for the Community Grants Round Two FY2024-2025 as follows: Application 10 Creative Bytes Project Creative Bytes would like to hold a 10 week after school program that empowers students with essential coding skills. The initiative will teach participants to design digital games while integrating key STEM concepts. They are seeking Council's support of \$5,000 to go towards software, hardware, marketing and postage to send laptops. No quotes attached. Details Declines – Initial application as its not eligible being a business. Further consultation with Creative Bytes advising to connect with Moranbah High School or MDSS to work collaboratively on a project to auspice an application on their behalf.	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
22	Ordinary Meeting	29/01/2025				9008	That Council approves Application 11 for the Community Grants Round Two FY2024-2025 as follows: Application 11 Nebo Medical Action Group Project Nebo Medical Action Group are hosting the 6 Ducks and a Yarn Cricket game on 29 March 2025 at the Nebo Sports Fields. This event was introduced to help raise awareness in rural towns. They are seeking Council's support of \$5,000 to go towards children's rides and the band. Quotes are as follows: Funtimes- \$10,000 - entertainment- \$1,430.00 Overall cost of event \$25,000 Details Approves \$5,000.00 (excluding GST) Budget Source Division 8	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
23	Ordinary Meeting	29/01/2025				9009	That Council: 1. Advises the applicants the grant constitutes sponsorship of the event and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the Community Grants Guidelines. 2. Determines the following applications as unsuccessful, with a view that they will be consulted to provide an explanation on why their application was unsuccessful: I. Creative Bytes Carlton Victoria - The applicant is not a local business, therefore is ineligible for the Isaac Community Grants program. We have been in contact with the applicant regarding working with Moranbah High School or MDSS in auspic capacity in the 2025 grant rounds. II. Greater Whitsunday Communities – The applicant failed to provide written quotes for the application. There was no community consultation for the event to take place. We have consulted with them and provided contact details for local community groups to work with in the future.	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete				
24	Ordinary Meeting	29/01/2025	10.9	Moranbah Bulls Rugby Union - Tenure Surrender	The purpose of this report is to seek Council endorsement to accept the surrender of a trustee lease by Moranbah Bulls Rugby Union Club Incorporated over Lot DC on 152168-L being part of Lot 133 on GV265, located at the Eastern Sporting Fields, Tallon Street, Moranbah.	9010	That Council: 1. Accepts the surrender of a trustee lease by Moranbah Bulls Rugby Union Club Incorporated over Lot DC on 152168-L being part of Lot 133 on GV265, located at the Eastern Sporting Fields, Tallon Street, Moranbah. i. Moranbah Bulls Rugby Union Club Incorporated will remain responsible for all fees and charges until the date of inspection of the facility to be conducted upon passing of resolution supporting the surrender. ii. Moranbah Bulls Rugby Union Club Incorporated will be responsible for the scheduled titles fee for surrender of lease. iii. Moranbah Bulls Rugby Union Club Incorporated will be responsible for any make good works at the facility. 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.	Ken Tucker	Manager Community Facilities to progress tenure documentation.	The Senior Community Leasing Officer (SCLO) prepared Titles form 8 Surrender of Lease and emailed it to the Moranbah Bulls Rugby Union Club Incorporated for signing. The club will print the document and sign then return the signed hard copy to Council. Once this is received by the SCLO and countersigned by the CEO it will be lodged electronically with the Titles office. Further to the above, the SCLO emailed Rates, Accounts Receivable and Water to advise of the surrender of the lease and the final date for invoicing.	In Progress - On schedule				
25	Ordinary Meeting	29/01/2025				9011	That Council adjourn the meeting at 11.25am for morning tea.			Procedural Motion no action required					
26	Ordinary Meeting	29/01/2025				9012	That Council resume the meeting at 11.35am.			Procedural Motion no action required					

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
27	Ordinary Meeting	29/01/2025	10.1	Moranbah Community Centre – Business Plan and Name Change	The purpose of this report is to seek Council endorsement for the Moranbah Community Centre's Business Plan, developed by consultants. The plan proposes operating under a Hybrid model for the first three (3) years. Additionally, the report seeks approval for a name change to align with the new direction for the centre.	9013	1. Endorses the Moranbah Community Centre Business Plan and its operation under the Hybrid approach for the first twelve months with reporting to be provided monthly to Council on performance of the business plan with a detailed summary report at the end of the first twelve months. 2. Adopts the proposed fees and charges for the centre as outlined in table 8.2 of the Moranbah Community Centre Business Plan, noting further refinement will be undertaken and presented to Council in February 2025 for consideration of categorisation of small business operators and not for profit groups providing sports, art and recreation activities in the centre.3. Endorses the reallocation of \$33,744 from 2024/2025 financial year budgeted funds currently allocated to salaries, wages and oncosts for Hospitality Casual 67,638.00 (cost centre 4607-7111) to contribute to salaries, wages and oncosts for the Team Leader – Catering 67,631.00 (cost centre 4607-7111) and Centre Operations Leader – Moranbah (cost centre 4607-7111).4. Notes that further funds will need to be considered for this position in the 2025-2026 financial year budget for salaries and wages and oncosts. 5. Endorses the change of name for the centre from Moranbah Community Centre to Isaac Event Centre. 6. Maintains the current names of internal hall and rooms, with the exception of Hall 2, which will be renamed to Executive Meeting Room due to its reconfiguration.	Ken Tucker	The Manager Community Facilities will be responsible for implementing the new Business Plan and ensuring it is utilised as per it's intended use.	Report is for information only - no further action required	Complete				
28	Ordinary Meeting	29/01/2025	10.11	Connect Greater Whitsunday Project Roadmap	The purpose of this report is to inform Council of the Greater Whitsunday Alliance (GW3) Connect Greater Whitsunday Project Roadmap that identified a list of digital infrastructure projects in Isaac region, and that Council endorse those projects as advocacy priorities for regional connectivity improvements.	9014	1. Receives and notes the Greater Whitsunday Alliance (GW3) Connect Greater Whitsunday Project Roadmap – August 2024, and the GW3 Regional Connectivity Projects summary document 2. Delegates to Mayor Kelly Vea Vea to finalise Council's connectivity priority projects in consultation with Councillors. 3. Notes that Council will continue advocacy for a broad range of telecommunication projects subject to Council approving budget funds and/or attraction of external grant funding	Joel Redden	The Chief Executive Officer has accountability, with assistance of relevant Officers, for liaison with the Advocacy Group. Advocacy and External Affairs is to assist where required in the preparation of advocacy materials and collateral to support advancement of the project with the government and commercial funding partners. Economy and Prosperity will continue to facilitate the strategies and actions of the Greater Whitsunday Digital Roadmap.	Report is for information only - no further action required	Complete				
29	Ordinary Meeting	29/01/2025	10.12	St Lawrence Wetlands Weekend Event Temporary Designated Public Place (Wet Area)	The purpose of this report is to seek Council endorsement of the camping areas at St Lawrence to have Temporary Designated Public Place (Wet Area) approval as per Section 173C of the Liquor Act 1992 for the St Lawrence Wetlands Weekend 2025 event.	9015	1. Endorses the St Lawrence Sports Ground (Lot 123 on CP858229) a temporary designated public place (wet area), where liquor may be consumed in accordance with Section 173 C of the Liquor Act 1992. 2. Endorses the temporary designated public place (wet area) in clause 1, be restricted to between 12 noon Friday 27 June 2024 to 12 noon Sunday 29 June 2024. 3. Delegates authority to the Chief Executive Officer to decide future temporary designated public places (wet areas) in relation to the St Lawrence Wetlands Weekend, in consultation with Councillors.	Joel Redden	Manager of Economy and Prosperity will facilitate the advertisements, development and procurement of required signage and notices. Economy and Prosperity will facilitate the temporary installation of the signage.	Report is for information only - no further action required	Complete				
30	Ordinary Meeting	29/01/2025	10.13	Planning, Environment and Community Services FY2024 - 2025 Capital Projects Progress Report as at 14 January 2025	This report is to provide an update to Council on the progress in the delivery of the Planning, Environment and Community Services 2024-2025 Capital Works Program.	9016	1. Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 14 January 2025.	Mark Davey	The Program Manager – Capital Delivery in conjunction with the PECS leadership team and under the guidance of Director PECS hold responsibility for the scoping, procurement and the completion of the projects identified within the 2024-2025 Capital Program.	Report is for information only - no further action required	Complete				
31	Ordinary Meeting	29/01/2025	10.14	The purpose of this report is to provide an overview and status update of the Liveability and Sustainability Department's projects and operational commitments.	The purpose of this report is to provide an overview and status update of the Liveability and Sustainability Department's projects and operational commitments.	9017	That Council: 1. Receives and notes the content of the report which provides an overview and status update of the Liveability and Sustainability Department's projects and operational commitments.	Michael St Clair	The Manager Liveability and Sustainability will provide information on a regular basis to keep Council well informed of the performance and developing initiatives within the departments area of operations.	Report is for information only - no further action required	Complete				
32	Ordinary Meeting	29/01/2025	10.15	COMMUNITY FACILITIES DEPARTMENTAL REPORT – JANUARY 2025	The purpose of this report is to provide an overview and status update of the Community Facilities Department's major projects and other key initiatives being undertaken.	9018	1. Receives and notes the status update of Community Facilities' major projects and other key activities.	Ken Tucker	The Manager Community Facilities is responsible for strategic-level delivery of Community Facilities management across the region, and leading delivery and reporting of its Business Plan and approved Operational and Capital works projects.	Report is for information only - no further action required	Complete				

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33	Ordinary Meeting	29/01/2025	10.16	ENGINEERING AND INFRASTRUCTURE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT – JANUARY 2025	This report is to provide an update to Council on the progress in delivery of the Engineering and Infrastructure 2024/2025 Capital Works Program.	9019	1. Receives and notes the monthly Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary Report in January 2025.	Robert Perna	That the Managers and the Director of 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 of Engineering and Infrastructure are held accountable for the delivery of the project stages are completed within the identified timeframes.					
34	Ordinary Meeting	29/01/2025	10.17	Infrastructure Department Monthly Update – December 2024	This report is to provide a monthly update to Council on the current operational status of the Infrastructure Department.	9020	1. Notes the Infrastructure Department monthly update for December 2024.	Jason Frost	Not applicable.					
35	Ordinary Meeting	29/01/2025	10.18	Groundwater Monitoring Bores Installation And Maintenance Licence – Saraji Road MB06, MB07, MB09, MB10 and MB 14	The report seeks to delegate the authority to the Chief Executive Officer to execute a Licence for the installation, use and maintenance of groundwater monitoring bores within the Saraji Road reserve.	9021	1. Delegates authority to the Chief Executive Officer to negotiate, execute and vary the Groundwater Monitoring Bores Installation and Maintenance Licence – Saraji Road MB06, MB07, MB09, MB10 and MB 14 for the installation, use and maintenance of groundwater monitoring bores including driveways and access tracks as required across in accordance with the terms.	Sean Robinson	Galilee and Bowen Basin Operations department to lead negotiations under the guidance of Director of 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.					
36	Ordinary Meeting	29/01/2025	10.19	Water and Waste 2024/25 Capital Projects Progress Report	This report aims to update Council on the delivery of the Water and Waste 2024/25 Capital Works Program	9022	1. Receives and notes the monthly Water and Waste 2024/25 Capital Projects Progress Summary Report for January 2025.	Amal Meegahawattage	The Managers and the Director of Water and Waste oversee the scoping, procurement, and completion of the projects identified within the 2024/25 Capital Projects Progress Summary spreadsheet. Furthermore, the appropriate Managers and the Director of Water and Waste are held accountable for the delivery of the project stages which are completed within the identified timeframes.	No further action required. Report presented to Council as per legislative requirements.	Complete			
37	Ordinary Meeting	29/01/2025	10.2	Council Controlled Entity - Moranbah Early Learning Centre Pty Ltd	Chief Executive Officer reporting on Council's relationship with its controlled entity, Moranbah Early Learning Centre Pty Ltd.	9023	1. In accordance with s262 of the Local Government Regulation 2012, Council repeals its resolutions of 19 December 2017 and 26 June 2018 no longer seeking to divest its interests in Moranbah Early Learning Centre Pty Ltd and, instead, resolves to maintain the controlled entity company for the purpose of securing childcare services in the region. 2. The Chief Executive Officer be authorised to: a. Seek changes to the legal structure of Moranbah Early Learning Centre Pty Ltd to create greater independence from Council and more self-reliance by the company itself, noting obligations to notify the Queensland Treasurer of changes under the Statutory Bodies Financial Arrangements Act 1982. b. Negotiate to conclusion and execute a new lease for the 221 Mills Avenue Moranbah Childcare Centre on the basis that commercial rent is foregone with savings to be used to reinvest in all capital and maintenance needs of the property.	Cale Dendle	Three agreements to be executed and board appointments to be made.	Initial Correspondence sent to MELC Company Secretary advising of Council decision on 1 February. Draft lease provided to MELC Company Secretary on 19 February.	In Progress - On schedule			

MEETING DETAILS	Ordinary Meeting Wednesday, 26 February 2025
AUTHOR	Jason Rivett
AUTHOR POSITION	Manager Financial Services

9.1 ISAAC REGIONAL COUNCIL MONTHLY FINANCIAL REPORT AS AT 31 JANUARY 2025

EXECUTIVE SUMMARY

In accordance with the *Local Government Regulation 2012 (s204)* a monthly financial report is required to be presented to Council stating the progress made in relation to the budget for the period of the financial year as near as practicable to the end of the month before the meeting is held.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives the financial statements for the period ended 31 January 2025 pursuant to, and in accordance with, the Local Government Regulation 2021(s204).*

Resolution No.:	CGFS0933		
Moved:	Cr Jane Pickels	Seconded:	Cr Terry O'Neill
That the Committee recommends that Council:			
<ol style="list-style-type: none"> 1. Receive the financial statements for the period ended 31 January 2025 pursuant to, and in accordance with, the <i>Local Government Regulation 2012 (s204)</i>. 			
			Carried

BACKGROUND

Statutory Obligation Table – Isaac Regional Council

The table below outlines key statutory obligations relating to the requirement for monthly financial reporting.

Requirement	Date
Budget 2024/2025	Budget adopted 26 June 2024
Financial Statements 2023/2024	Financial Statements adopted 30 October 2024

IMPLICATIONS

Council continues to operate within budget overall and any budget variances are anticipated to come in line with budget over the remainder of the financial year.

The January YTD result shows Council operating within budget (overall) however it should be noted that various Directorates are above YTD budget on some expense line items. These will be assessed during the 2nd Quarter Budget Review and monitored to ensure that Council remains within budget and delivers efficient and effective services to the community.

Year to date actual figures represent the position as at 24 January 2025 to meet the earlier reporting timelines for the February Standing Committee Meeting.

CONSULTATION

Financial Services.

BASIS FOR RECOMMENDATION

Requirement of legislation for a financial report to be presented to council at least monthly.

ACTION ACCOUNTABILITY

Not Applicable.

KEY MESSAGES

Council is committed to meeting its legislative requirements, ensuring its financial sustainability and transparent decision making.

Report prepared by:	Report authorised by:
JASON RIVETT Manager Financial Services	DARREN FETTELL Director Corporate, Governance and Financial Services
Date: 27 January 2025	Date: 31 January 2025

ATTACHMENTS

- Attachment 1 - Monthly Financial Statements as at 31 January 2025

REFERENCE DOCUMENT

- Nil

FINANCIAL STATEMENTS REPORT TO COUNCIL

Current as at 31 January 2025

Presented by **Corporate, Governance and Financial Services**



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FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2025

EXECUTIVE SUMMARY

At the end of January, the operating result is \$3,950,907 ahead of the budgeted position. This positive outcome is attributed to several revenue line items exceeding budget expectations, complemented by lower than budgeted employee expenses and material and services expenditure.

Capital revenue for January amounted to \$11,124,811 and when combined with the operating position, results in a net surplus of \$11,290,725, which is \$4,781,837 ahead of the YTD budgeted net result.

PRELIMINARY JANUARY FINANCIAL STATEMENTS AT A GLANCE					
	YTD Actual	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
	\$	\$	\$	\$	%
Total operating revenue	78,423,301	77,158,846	1,264,455	147,706,719	53.1%
Total operating expenses	78,257,388	80,943,840	2,686,452	144,667,613	54.1%
Operating position	165,913	(3,784,994)	3,950,907	3,039,106	5.5%
Capital revenue	11,124,811	10,293,882	830,929	27,910,905	39.9%
Net result	11,290,725	6,508,888	4,781,837	30,950,011	36.5%

BACKGROUND

Each month, year to date financial statements are prepared to monitor actual performance against the latest adopted budget. Attached are the financial statements for the period ended 31 January 2025. Actual amounts are compared against year to date (YTD) adopted Revised Budget figures. See appendix 1 for detailed financial statements.

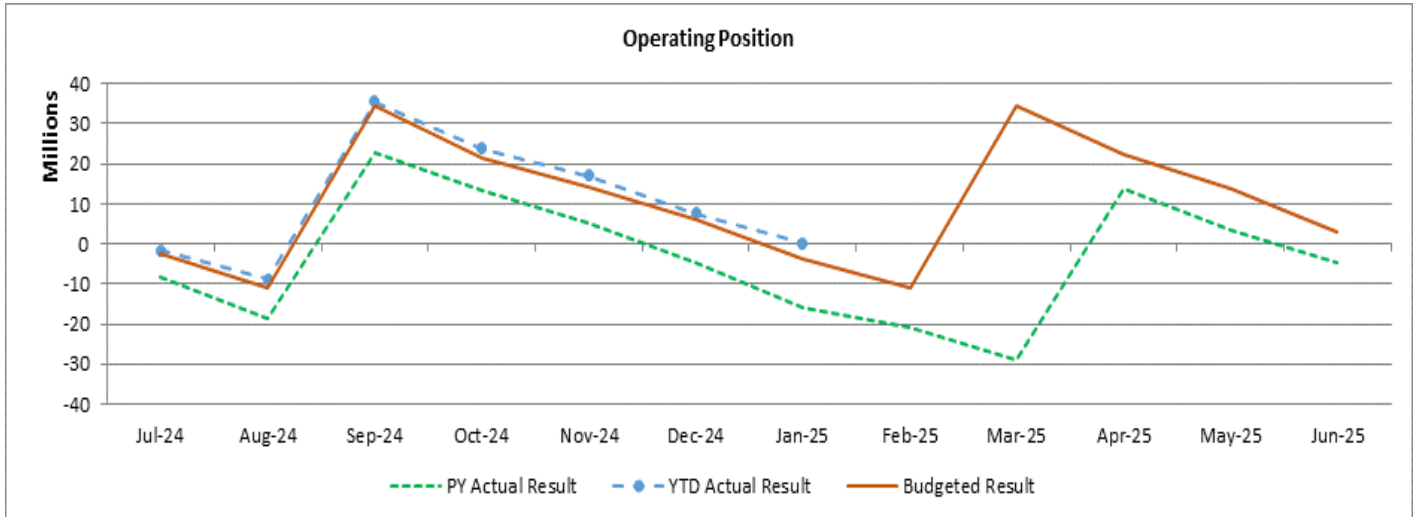
It is noted that to meet earlier reporting timelines for statutory meetings that this reporting period has been closed earlier than normal (24 January 2025) which impacts on YTD actual results throughout the report.

The January result shows Council operating within budget (overall) however it should be noted that various Directorates are above YTD budget for Materials and Services expenditure, which are currently offset by other Directorates being under YTD budget. It should be noted that various commitments raised relate to the remainder of the year and the 2026 financial year. It is also noted that revenue and expenditure items will be reassessed through the Quarter 2 Budget Review and monitored to ensure that Council remains within budget and delivers efficient and effective services to the community.

Council is cognisant of the current economic climate and will be paying particular attention to how the various revenue streams are tracking throughout the year. Expenditure items will also be monitored to ensure that Council remains within budget and delivers efficient and effective services to the community.

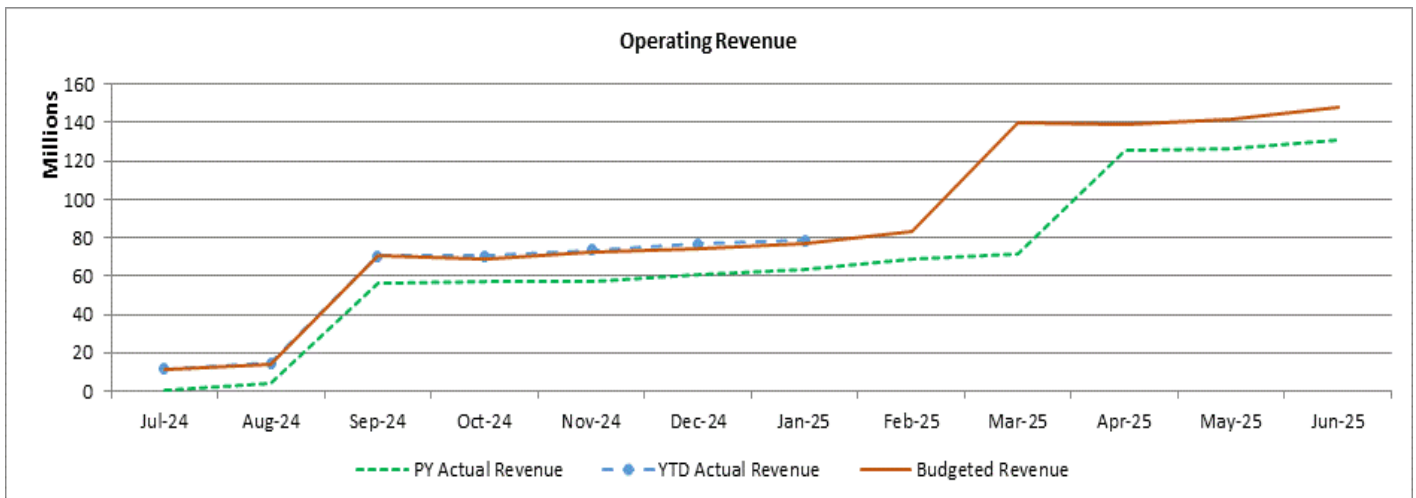
It should be noted that figures provided are accurate as at date of publication. Figures reported are cumulative year to date which may include adjustments for revenue or expenses accrued to prior accounting periods.

OPERATING POSITION



The current operating position for January has resulted in a surplus of \$165,913. This is favourable when compared to the YTD budget by \$3,950,907. Operating Revenue is \$1,264,455 favourable compared to YTD budget complemented by Operating Expenses which are \$2,686,452 favourable when compared to YTD budget.

OPERATING REVENUE

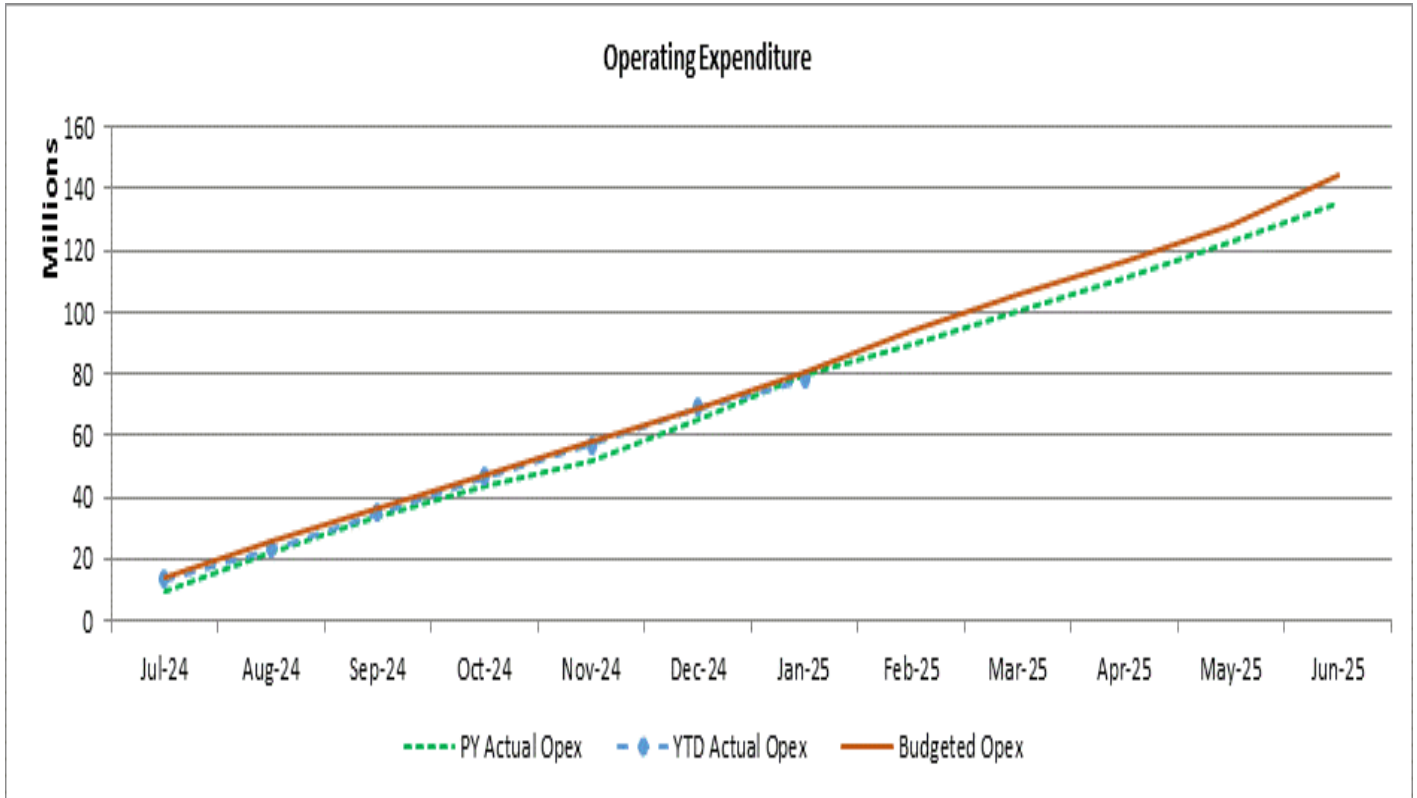


Operating Revenue comprises the following items – Rates and Utility Charges, Fees and Charges, Rental Income, Interest Received, Sale of Contract and Recoverable Works, Operating Grants, Subsidies and Contributions, Other Recurrent Revenue.

Operating revenue for January YTD was \$78,423,301 which is favourable when compared to budget by \$1,264,455. This favourable position is primarily due to higher than anticipated interest revenue, potable water sales, development fees, building and plumbing revenue partially offset by cash flowing of recoverable works for RMPC revenue and grant revenue for the DRFA November 2021 event.

It is noted that cashflow projections will be reviewed throughout the year. Any adjustments made will be a redistribution of existing budget amounts and have no bottom-line impact on the budget.

OPERATING EXPENDITURE

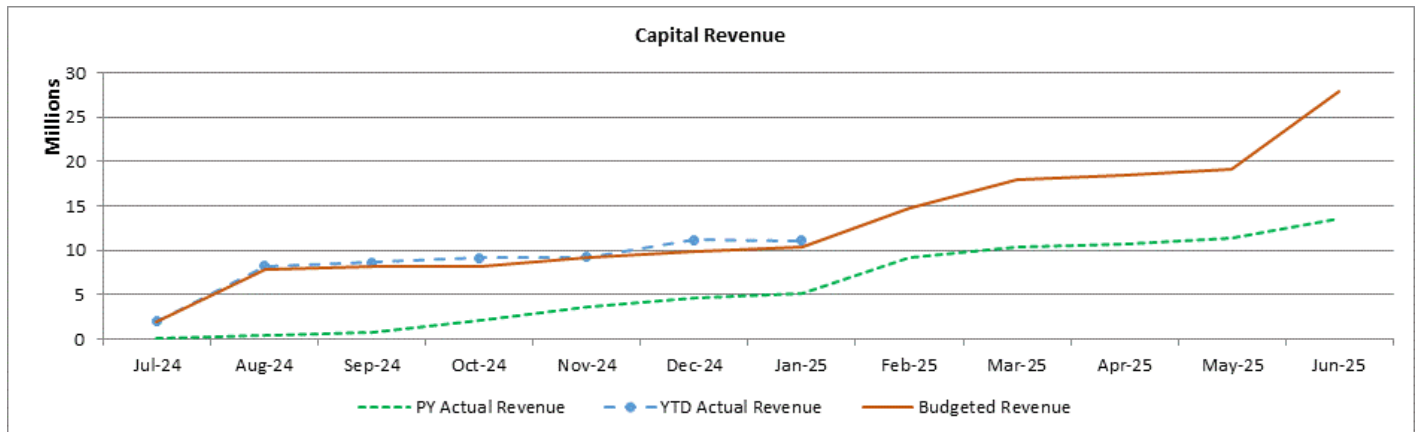


Operating expenditure consists of Employee Expenses, Materials and Services, Finance Costs and Depreciation.

Actual operating expenditure for January YTD was \$78,257,388 which is favourable to budget by \$2,686,452. This favourable result is predominantly due to lower than budgeted employee expenses. It should be noted that various Directorates are above YTD budget for Materials and Services expenditure, which are currently offset by other Directorates being under YTD budget.

It is noted that cash flowing of projects will be reviewed throughout the year. Any adjustments made will be a redistribution of existing budget amounts and have no bottom-line impact on the budget.

CAPITAL REVENUE

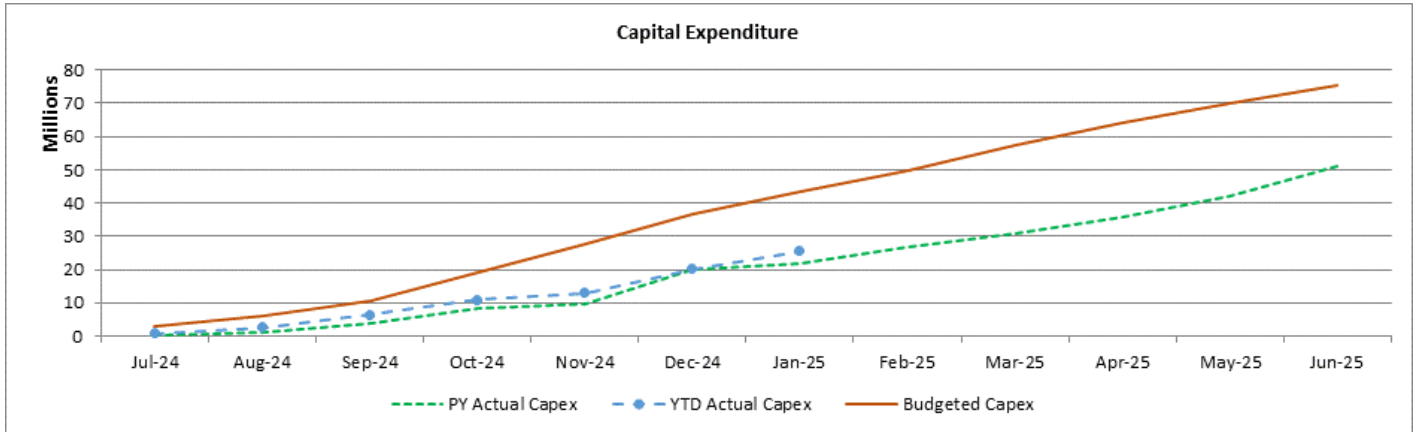


Capital Revenue for January YTD is \$11,124,811 which consists of grants, contributions and proceeds from the disposal of assets. This favourable variance is predominately due to an advance payment for the Roads to Recovery program.

Budgeted capital revenue for 2024/2025 is detailed below:

Grants	Revised Budget	YTD Actuals
Philips Creek Bridge	4,995,000	4,995,000
Roads of Significant Infrastructure	2,538,273	849,473
Resource Community Infrastructure Fund	6,896,356	2,000,000
Bridges Renewal Program	2,009,073	-
Roads to Recovery Program	1,890,000	808,139
Nebo Showgrounds Masterplan Stage 1	1,625,745	-
Transport Infrastructure Development Scheme	1,477,707	-
Sale of Plant and Equipment	1,229,698	747,800
Local Roads & Community Infrastructure Grants	1,455,754	-
REFF	700,000	700,000
Building our Regions	716,211	244,690
W4QLD 24 - 27	380,000	190,000
Disaster Ready	376,500	-
Solar Grant	344,437	39,525
HVSPP	322,729	-
Local Government Grants and Subsidies Program	823,422	427,422
STIP	130,000	-
Developer Contributions	-	122,773
Other various Minor Grants	-	- 9
Total	27,910,905	11,124,811

CAPITAL EXPENDITURE



Capital expenditure (\$25.6M) is under YTD budget (\$43.2M) excluding commitments, noting that when the \$36.9M of commitments are included, the capital expenditure is at 82.9% of annual budget. It should be noted that \$20M of commitments relate to the Phillips Creek Bridge construction with the majority of this expenditure anticipated to occur in the 25/26 financial year. Excluding this project YTD actuals and commitments are at 60.6% of the annual budget.

Major budgeted projects for 2024/2025 financial year are:

Project	Revised Budget	YTD Actuals	YTD Commitments
MBH Community Centre - Refurbishment	10,998,539	6,812,141	999,969
Phillips Creek Bridge Construction	5,550,000	199,440	19,976,286
MBH Rectification of Landfill Cell	4,161,297	20,581	433,153
Fleet / Plant replacement program	3,685,678	2,369,276	1,208,826
REG Surface Renewal Program	3,500,000	3,532,119	241,213
REG Resheeting Program	3,492,063	1,615,536	1,549,618
Cooroora Creek Bridge Replacement	2,511,342	73,838	2,625,994
Isaac Resources Excellence Precinct	2,000,000	266,743	53,644
NBO Showgrounds Masterplan Stage 1	1,683,452	161,327	8,084
REG Floodway Construction	1,640,000	955,062	685,460
Dysart-Clermont Road Upgrade- ROSI	1,612,841	1,402,663	23,750
Eaglefield Road- Pave and Seal (ROSI)	1,560,000	28,482	1,491,921
Peak Downs Mine Road Recon & Widen	1,535,414	141,525	90,909
CORP Residential Renewals 2025	1,250,000	317,088	188,680

CAPITAL FUNDING AND PROJECT COMMITTALS

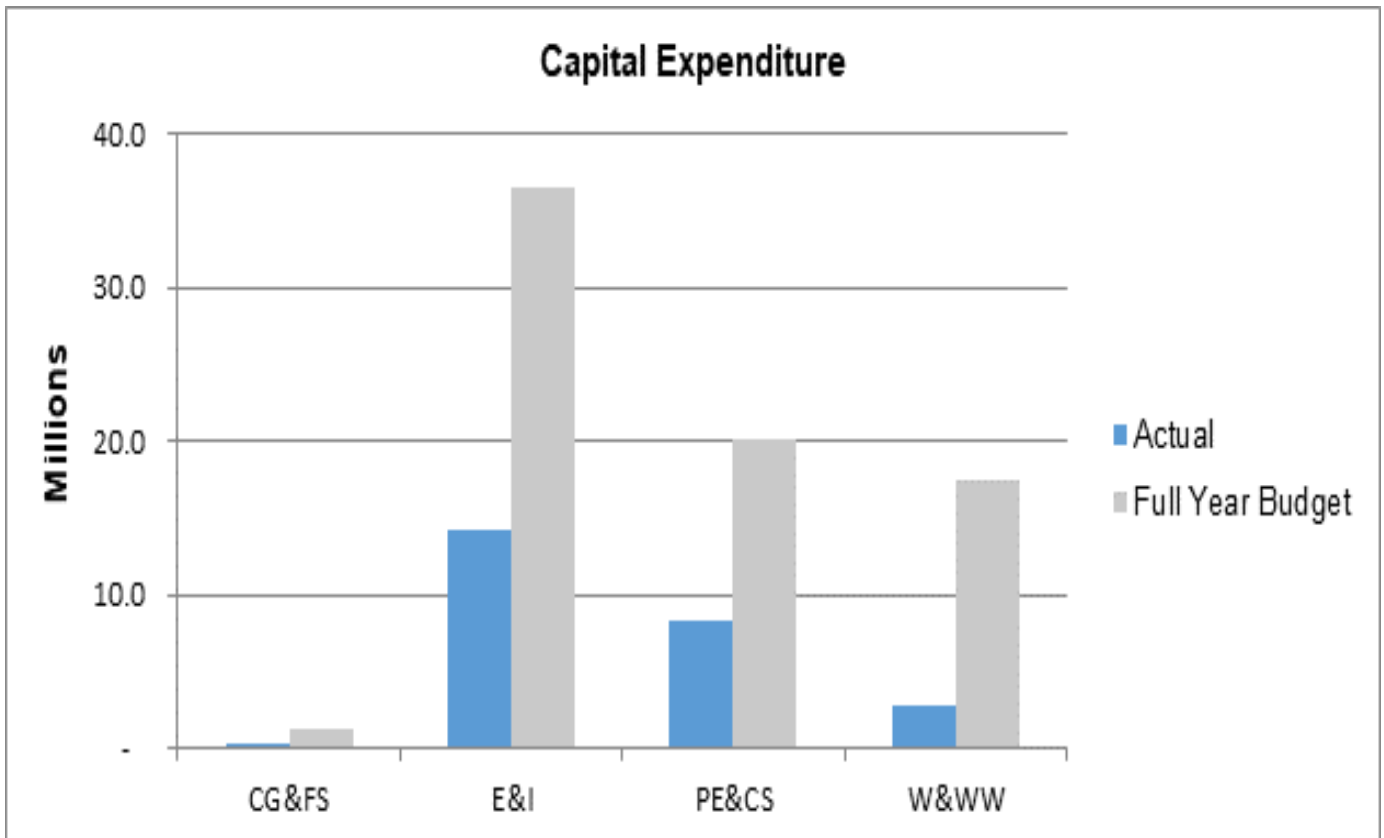
Capital expenditure is financed through loan borrowings, proceeds on disposal of assets, general reserves and the future capital sustainability reserve.

The future capital sustainability reserve represents accumulated funded depreciation monies which are held to maintain capital value under Council’s long-term asset management plan.

The following table illustrates the Council’s capital project expenditure as at January 2025.

Department	YTD Actual	YTD Commitment	YTD Total Expenditure	Full Year Budget	% Complete	% Complete
					(YTD Actual vs FY Budget)	(YTD Total vs FY Budget)
CG&FS	388,835	107,231	496,067	1,262,008	30.8%	39.3%
E&I	14,195,761	31,731,013	45,926,774	36,518,836	38.9%	125.8%
PE&CS	8,306,275	1,632,356	9,938,632	20,072,818	41.4%	49.5%
W&WW	2,714,391	3,393,017	6,107,408	17,520,405	15.5%	34.9%
TOTAL	25,605,263	36,863,618	62,468,880	75,374,067	34.0%	82.9%

The following graph illustrates the data above.



FINANCIAL SUSTAINABILITY RATIOS

In accordance with s169(5) of the Local Government Regulation 2012, the following financial sustainability ratios have been provided.

The ratios are designed to provide an indication of the performance of Council against key financial sustainability criteria which must be met to ensure the prudent management of financial risks.

Ratio	Overview	Target (Tier 4)	YTD Actual Result	5 Year Average Actual Result	FY Budget
Financial Capacity					
Council Controlled Revenue Ratio	Council's financial flexibility, ability to influence its operating income and capacity to respond to unexpected financial shocks.	N/A	76.35%	82.42%	85.03%
Population Growth Ratio	Key driver of a Council's operating income, service needs and infrastructure requirements into the future.	N/A	0.06%	1.25%	0.06%
Operating Performance					
Operating Surplus Ratio	Indicates operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes.	> 0%	0.21%	0.30%	0.92%
Operating Cash Ratio	Council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs.	> 0%	25.94%	25.77%	24.13%
Liquidity					
Unrestricted Cash Expense Cover Ratio	Indicator of the unconstrained liquidity available to a Council to meet ongoing and emergent financial demands, which is a key component to solvency.	> 4 months	4.82	NA	4.31
Asset Management					
Asset Sustainability Ratio	Indicates the infrastructure assets managed by a Council are being replaced as they reach the end of their useful lives.	> 80%	93.24%	88.71%	91.78%
Asset Consumption Ratio	Council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.	> 60%	65.47%	68.23%	66.48%
Debt Servicing Capacity					
Leverage Ratio	Council's ability to repay its existing debt. It measures the relative size of the Council's debt to its operating performance.	0 - 3 times	0.69	0.73	0.74

- 1. Council Controlled Revenue Ratio** - Council controlled revenue is an indicator of a Council's ability to generate operating revenue without relying on external sources. A high ratio generally indicates a healthy rate base where Council is able to better respond to any unexpected financial obligations such as natural disaster recovery.

As Council controlled revenue is a contextual measure, there are no targets specified for this ratio. Currently, the ratio is 76.35%, which is lower than Council's budget (85.03%) and the five-year average (82.42%).

- 2. Population Growth Ratio** - Population growth is a key driver of a Council's operating income, service needs and infrastructure requirements into the future. A growing council population puts additional pressure on council to invest in new community infrastructure to support service needs.

As population growth is a contextual measure, there are no targets specified for this measure. The population estimates are sourced from Queensland Government Statistician's Office based on the official population estimate published by the Australian Bureau of Statistics.

- 3. Operating Surplus Ratio** - This ratio is an indicator of the extent to which revenues raised cover the operational expenses only or are available for capital funding purposes. The target result for this ratio is greater than 0% per annum for a tier 4 local government group. With a net operating profit of \$165,913 year to date, the ratio is 0.21%, which is above the benchmark range.

- 4. Operating Cash Ratio** - The operating cash ratio is a measure of a Council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs. A positive operating cash ratio indicates that a council has the ability to self-fund its capital expenditure requirements.


The target result for this ratio is greater than 0% per annum for a tier 4 local government group. Currently, this ratio is positive 25.94%, which is higher than Council's budget (24.13%) and benchmark range (>0%).

- 5. Unrestricted Cash Expense Cover Ratio** -The unrestricted cash expense cover ratio indicates whether Council has sufficient free cash available to contribute to the cost of future planned and unplanned expenditures such as infrastructure investment or disaster recovery. An excessively high ratio may be indicative of cash hoarding, poor cash management, or large upcoming capital investment requirements.

The target result for this ratio is greater than 4 months for a tier 4 local government group. The ratio is currently 4.82 months, exceeding Council's budget and benchmark range.

- 6. Asset Sustainability Ratio** - This ratio is a guide as to whether infrastructure assets managed by Council are being replaced as they reach the end of their useful lives. Council's target is to have a result of greater than 80% per annum for a tier 4 local government group. At January, the ratio is at 93.24%, higher than the 80% benchmark and the budgeted 91.78%.

- 7. Asset Consumption Ratio** - The asset consumption ratio approximates the extent to which Council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community. This ratio indicates whether Council assets are being maintained at a standard that will meet the needs of their communities.



The target result for this ratio is greater than 60% per annum for a tier 4 local government group. The ratio is currently positive 65.47%, which is above Council's benchmark but below the budget (66.48%) and the five-year average (68.23%).

- 8. Leverage Ratio** - The leverage ratio is an indicator of a Council's ability to repay its existing debt. It measures the relative size of the Council's debt to its operating performance.

The target result for this ratio is between 0-3 times for a tier 4 local government group. The ratio is currently 0.69 times, within Council's benchmark (0-3 times), but lower than the budget (0.74) and the five-year average (0.73).

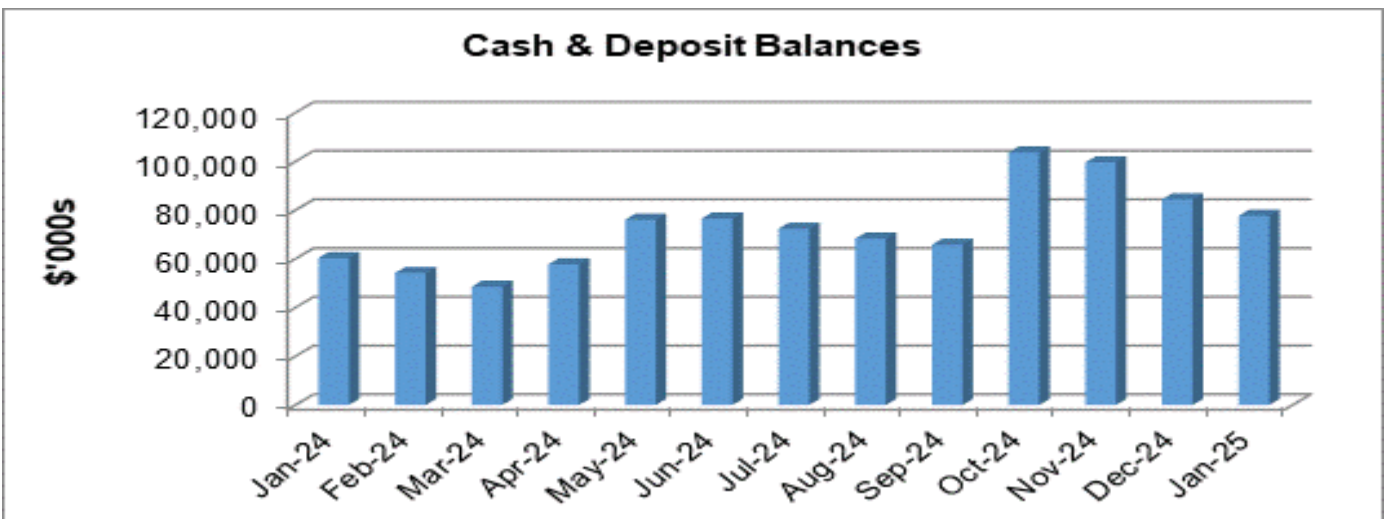
INVESTMENTS AND CASH BALANCES

The following is a list of all investments held by Council as at the period ending 31 January 2025.

ISAAC REGIONAL COUNCIL Investments For the Period Ended 31 January 2025					
Account	Description	Institution	Amount	Maturity Date	Interest Rate
5016-001-1124	Police & Nurses Ltd Term Deposit	PNU	2,000,000	17/06/2025	5.10%
5014-001-1124	NAB Term Deposit	NAB	5,000,000	10/06/2025	5.16%
6006-001-1124	Suncorp Term Deposit	SUNCORP	5,000,000	07/08/2025	5.13%
10-000-1113	Cash at Bank - ANZ	ANZ	1,254,926		
10-000-1117	ANZ Business Premium Saver	ANZ	261		4.30%
10-000-1114	Cash at Bank NAB	NAB	1,073,649		3.85%
10-000-1115	NAB Savings account	NAB	2,178,191		4.50%
10-000-1118	Cash at Bank - NAB	NAB	5,081,214		3.85%
10-000-1116	QTC Operating Fund	QTC	56,122,985		5.17%
10-000-1131	Petty Cash		2,550		
10-000-1132	Floats		4,280		
Total Investments			77,718,057		

Bank	Credit Rating	% of Funds	Policy Total Profile
Queensland Treasury Corporation	QTC	72.21%	No Limit
National Australia Bank	AA-	17.16%	Maximum 60%
ANZ Banking Group	AA-	1.63%	Maximum 60%
Suncorp Bank	AA-	6.43%	Maximum 60%
Police & Nurses Ltd (P&N Bank)	A2	2.57%	Maximum 30%

The following chart outlines the Council's cash and deposit balances for the previous twelve months up to the period ending 31 January 2025.



LOANS

ISAAC REGIONAL COUNCIL							
Loans							
For the Period Ended 31 January 2025							
							Repayment Due 15 Mar 2025
Loan Name	Balance as at 31 January 2025	Rate as at 31 January 2025	Approved Term	Remaining Term	Principal	Interest	Total
Land Purchase - Moranbah	\$8,912,817	5.1	20	7.88	\$227,316	\$113,616	\$340,932
Land Development Moranbah	\$6,886,539	4.37	20	8.38	\$168,343	\$75,235	\$243,578
Waste Loan	\$2,138,243	2.22	20	16.38	\$26,926	\$11,841	\$38,766
Moranbah Community Centre	\$5,914,485	5.32	20	19.38	\$43,613	\$78,737	\$122,350
Total	\$23,852,084				\$466,198	\$279,429	\$745,627

Debt service repayments are made quarterly. The second repayment for 2024/2025 financial year was made on 16 December 2024. The next repayment for the 2024/2025 financial year is due on 15 March 2025.

ACCOUNTS RECEIVABLE

The following is a breakdown of the Council's accounts receivable by age for the period ending 31 January 2025.

Accounts Receivable Ageing Analysis at 31 January 2025			
Ageing	Number of Documents	Amount Outstanding	% of Total Outstanding
Current	105	560,677.00	12.00%
30 Day	44	591,586.02	12.66%
60 Day	7	96,098.64	2.06%
90 Day	125	3,423,969.21	73.28%
Total	281	4,672,330.87	100.00%

The Accounts Receivable balance at 31 January 2025 is \$4,672,330.87 which has decreased from 31 December 2024 balance of \$6,787,635.20.

- 30 day balance has decreased this month due to large waste invoices being paid.
- 60 day balance has decreased due to waste invoices being paid in addition to a waste invoice and maintenance contribution invoices ageing to 90 days.
- 90 days and over receivables have increased due to a waste invoice and maintenance contribution invoices ageing to 90 days. There are 125 invoices totalling \$3,423,969.21 in 90 Days which are made up of the following charges:
 - 1 Invoice totalling \$2,000,000.00 relates to infrastructure Grant invoice awaiting approval for a variation to the funding agreement from the Grant body. Variation has now been received and the invoice should be paid within the next two months.
 - 2 Invoices totalling \$591,900.72 relate to infrastructure access agreement invoices that are subject to a Dispute Notice issued under the agreement. Involved parties are working towards fully resolving the dispute.
 - 1 Invoice totalling \$519,363.54 relates to a Capital Works Project that is currently subject to legal proceedings.
 - 4 Invoices totalling \$169,607.76 relate to maintenance contribution invoices. Payment is delayed due to late transmission of invoices. Payment is expected within the next 2 weeks.
 - 1 Invoice totalling \$55,324.50 relates to historic planning/infrastructure charges which are currently being assessed by Liveability & Sustainability.
 - 3 Invoices totalling \$29,682.38 relate to waste management facility invoices. Debtor accounts are on stop credit and have been lodged for debt collection.
 - 33 Invoices totalling \$27,482.67 relate to Community Education & Compliance invoices in various stages of recovery.
 - 67 Invoices totalling \$18,288.95 relate to Housing invoices. The management & recovery of Housing invoices is the responsibility of Corporate Properties & Fleet.
 - 1 Invoice totalling \$8,341.48 relates to Planning charges which is currently being assessed by Liveability & Sustainability.
 - The remaining 12 Invoices totalling \$3,977.21 relate to other charges in various stages of collection.

A review was undertaken at the end of the previous financial year to write off debts deemed as non-recoverable. Therefore, at this point in time the remaining outstanding balance is believed to be recoverable.

ACCOUNTS PAYABLE

The following is a breakdown of the Council's accounts payable by age for the period ending 31 January 2025.

Accounts Payable Ageing Analysis at 31 January 2025			
Ageing	Number of Documents	Amount Outstanding	% of Total Outstanding
Current	112	902,955.80	64.61%
30 Day	31	270,929.40	19.38%
60 Day	71	175,153.55	12.53%
90 Day	26	48,571.78	3.48%
TOTAL	240	1,397,610.53	100.00%

The outstanding Accounts Payable balance as at 31 January 2025 was \$1,397,610.53. The 30, 60 & 90 day aging accounts total \$494,654.73

At the date this report was prepared the following invoices remain unpaid:

- 30 day balances – \$270,929.40 (30 invoices, 1 credits) remain unpaid with 4 invoices (\$28,166.40) relating to suppliers who reside in the IRC region. The 30 day balances consists of 16 invoices (\$185,107.51) awaiting approval, 11 invoices (\$52,228.93) awaiting approval after being received late from the supplier, 3 invoices (\$33,871.01) under discussion with the supplier and 1 credit note (-\$278.05).
- 60 day balances – \$175,153.55 (69 invoices, 2 credit note) remain unpaid of which 1 invoice (\$5,000.00) relates to a supplier within the IRC region. The 60 day balance consists of 66 invoices (\$141,350.85) awaiting approval, 2 invoices (\$34,050.00) under discussion with the supplier, 1 invoice (\$67.27) received late from the supplier and 2 credit notes (-\$314.57).
- 90 day balances – \$48,571.78 (17 invoices, 9 credit notes) remain unpaid with 9 invoices (\$32,902.50) relating to suppliers within the IRC region. The 90 day balance consists of 15 invoice (\$28,516.13) awaiting approval and 2 invoices (\$23,961.38) under discussion with supplier and 9 credit notes (-\$3,905.73).

YEAR TO DATE RATES REPORT

The following is a breakdown of the Council's rates transactions the year to date as at 31 January 2025.

Rates Balancing Report As At 31 January 2025		
	31 Jan 2025	YTD 31 Jan 2024
Opening Balance	3,277,319	2,486,266
Rates Charges		
Rates Levied	57,008,963	55,045,038
Interest	287,780	223,347
Refunds	82,687	145,856
Total Rates	57,379,430	55,414,241
Discounts and Receipts		
Discounts	(3,699,720)	(3,661,429)
Receipts	(53,830,696)	(51,124,541)
Government Subsidy	(39,030)	(37,334)
Council Subsidy	(123,678)	(114,143)
Remissions	(21,812)	(2,391)
Write Offs	(106)	(111)
Total Discounts & Receipts	(57,715,042)	(54,939,950)
Legal	44,624	17,853
Closing Balance	2,986,331	2,978,410

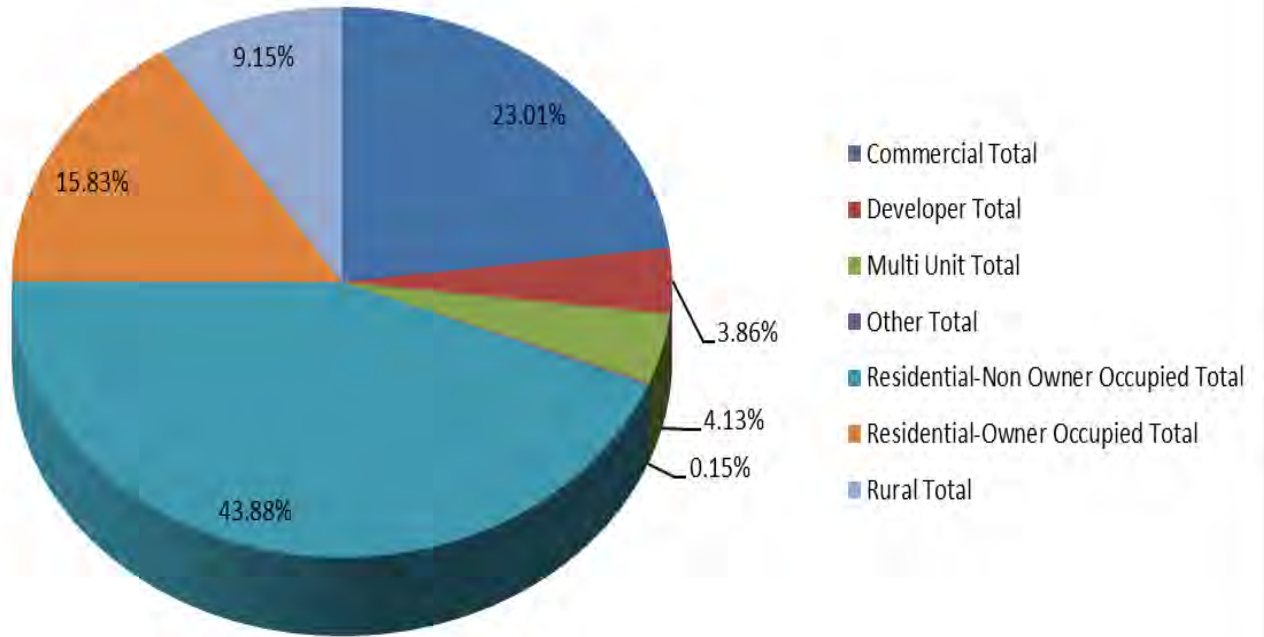
Rates Breakdown	As At 31 Jan 2025
Rates in Credit	(1,020,806)
Rates Not Due Yet	236
Rates In Arrears	4,006,900
Total Rates Balance	2,986,331

Variances in prior year comparisons can relate to the timing of rates processing and subsequent due dates.

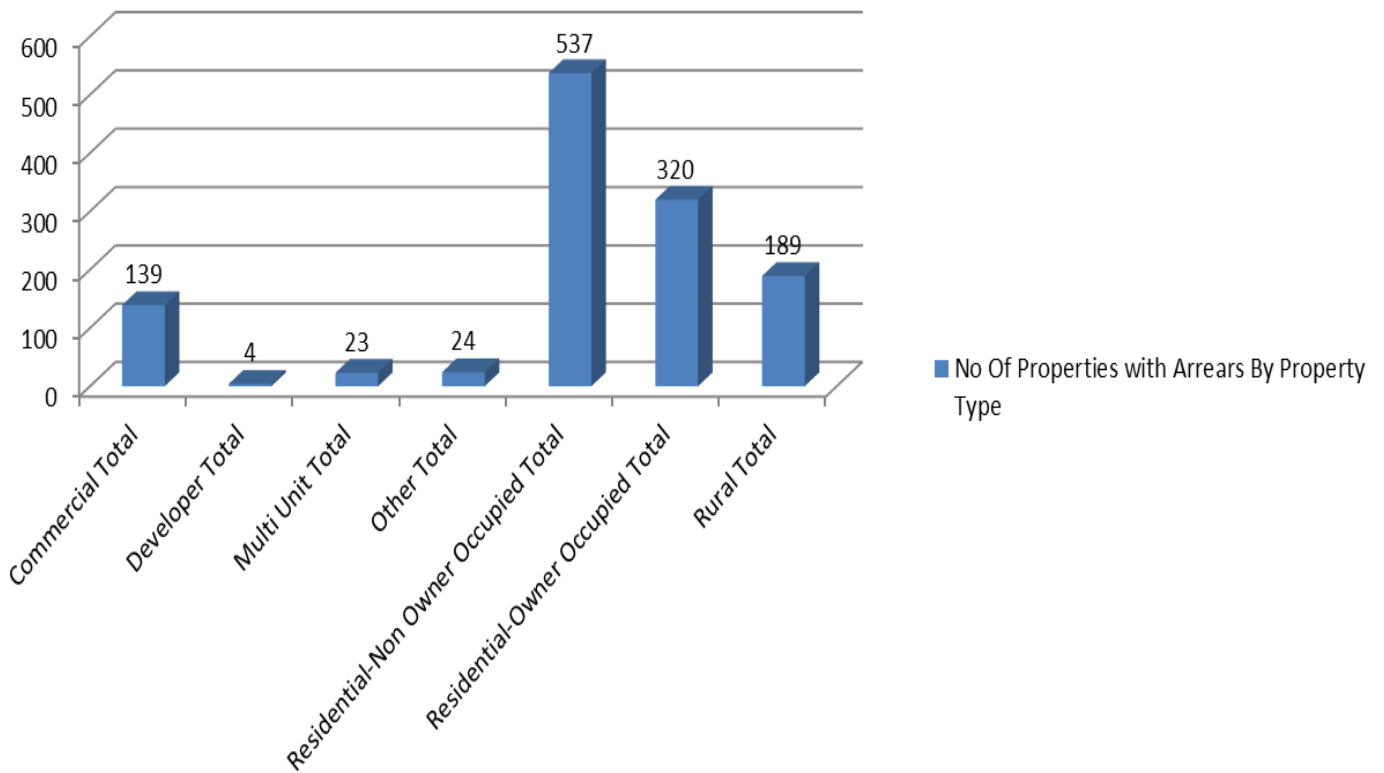
Rate Arrears – Aged by Year

Prior 2021	2021/22	2022/23	2023/24	2024/25	TOTAL
1,580,723	246,341	342,152	524,936	1,312,749	4,006,900
39.45%	6.15%	8.54%	13.10%	32.76%	100.00%

Percentage of Arrears By Property Type



No Of Properties with Arrears By Property Type



APPENDIX 1 – FINANCIAL STATEMENTS

Attached are the financial statements for the period ended 31 January 2025. Actual amounts are compared against the year to date Revised Budget.

Financial statement included:

- **Statement of Comprehensive Income** – Displays Council’s year to date profit and loss up to the period end.
- **Statement of Financial Position** – Summarises Council’s assets, liabilities and community equity up to the period end.
- **Statement of Cash Flows** – Summarises the changes in the Council’s cash and cash equivalents by operating, investing, and financing activities.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 31 January 2025

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges		50,507,729	-	50,507,729	50,486,158	21,571	105,042,315	48.1%
Fees & Charges	1	3,086,803	-	3,086,803	2,186,163	900,640	3,794,550	81.3%
Rental Income		1,088,646	-	1,088,646	1,016,647	71,998	1,726,801	63.0%
Interest Received	2	2,676,859	-	2,676,859	2,129,688	547,170	2,759,466	97.0%
Sales of Contract & Recoverable Works		1,485,245	-	1,485,245	1,580,833	(95,588)	6,290,000	23.6%
Operating Grants, Subsidies & Contributions	3	12,916,325	-	12,916,325	13,165,513	(249,188)	15,724,337	82.1%
Other Recurrent Revenue		6,661,695	-	6,661,695	6,593,844	67,851	12,369,250	53.9%
		78,423,301	-	78,423,301	77,158,846	1,264,455	147,706,719	53.1%
Expenses								
Operating Expenses								
Employee Expenses	4	26,041,517	-	26,041,517	28,255,541	(2,214,024)	52,229,563	49.9%
Materials & Services	5	32,266,213	19,857,110	52,123,323	33,622,945	18,500,379	59,258,878	88.0%
Finance Costs		704,052	-	704,052	713,438	(9,386)	1,318,744	53.4%
Depreciation and Amortisation	6	19,245,606	-	19,245,606	18,351,916	893,690	31,860,428	60.4%
		78,257,388	19,857,110	98,114,498	80,943,840	17,170,658	144,667,613	67.8%
Operating Position Before Capital Items		165,913	(19,857,110)	(19,691,197)	(3,784,994)	(15,906,203)	3,039,106	(647.9%)
Capital Revenue								
Capital Revenue	7	10,377,012	-	10,377,012	9,740,882	636,130	26,681,207	38.9%
Proceeds from Sale of Land & PPE	8	747,800	-	747,800	553,000	194,800	1,229,698	60.8%
		11,124,811	-	11,124,811	10,293,882	830,929	27,910,905	39.9%
Net Result Attributable to Council in Period		11,290,725	(19,857,110)	(8,566,386)	6,508,888	(15,075,274)	30,950,011	(27.7%)
Total Comprehensive Income		11,290,725	(19,857,110)	(8,566,386)	6,508,888	(15,075,274)	30,950,011	(27.7%)

Council's operating position at month end is a \$0.2M surplus

- 1. Fees & Charges** are \$900,640 favourable when comparing actuals to YTD budget. The predominant reason for this favourable variance is the higher than anticipated revenue from potable water sales, road corridor permits, development fees, and building and plumbing services. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
- 2. Interest Received** is \$547,170 favourable when compared to revised budget. This favourable variance is due to increased interest income from investments. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
- 3. Operating Grants, Subsidies & Contributions** are \$249,188 unfavourable compared to the YTD budget. This unfavourable variance is predominately due to cash flowing of revenue for the DRFA November 2021 event.
- 4. Employee Expenses** are favourable to the revised budget by \$2,214,024. This favourable variance is due to employee vacancies within Departments some of which are currently being backfilled through Agency Temp Staff (current actuals \$963K and commitments of \$494K).
- 5. Materials & Services** actual expenses for the year to date are \$32,266,213 with \$19,857,110 being recorded in commitments, resulting in an unfavourable variance to YTD budget by \$18,500,379. Excluding commitments YTD expenditure would be approximately \$1.4M below YTD budget. This unfavourable variance is due to the inclusion of commitments, although it should be noted that various Directorates are above YTD budget for Materials and Services expenditure, which are currently offset by other Directorates being under YTD budget. Large commitments of note are \$4.8M Galilee and Bowen Basin recoverable works, \$2.2M RMPC works, \$2M Water purchases, \$1.5M Waste Levy, \$1.1M of IT expenses associated with the Digital Strategy and \$994K Contractor costs at Waste Management Facilities.
- 5. Depreciation and Amortisation** is unfavourable to the budget by \$893,690. It should be noted that the first few months of the financial year the depreciation expenditure is run as per the budgeted amount while the finalisation of the 23/24 financial year occurs. Post year end audit the depreciation is then calculated by the system which encompasses any changes made to asset values (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.
- 6. Capital Revenue** for the year to date is \$10,377,012 which is favourable to revised budget by \$636,130. This favourable variance is due to an advance payment for the Roads to Recovery program and the cash flowing of LGGSP funds partially offset by various grant payments yet to be received.
- 7. Proceeds from Sale of Land & PPE** is currently favourable compared to the revised budget by \$194,800. This favourable variance is due to budgeted cashflow of receipt of funds from the sale of plant.

ISAAC REGIONAL COUNCIL				
Statement of Financial Position				
For the Period Ended 31 January 2025				
	Notes	Actual YTD	30 June 2024	Variance
		\$	\$	%
Current Assets				
Cash & Cash Equivalents		77,718,057	76,337,945	1.8%
Receivables		7,962,719	9,434,248	(15.6%)
Inventories		1,071,183	1,065,249	0.6%
Contract assets		105,487	2,784,197	(96.2%)
Other assets		1,269,846	4,288,431	(70.4%)
Total Current Assets		88,127,291	93,910,070	(6.2%)
Non-Current Assets				
Receivables		5,593,329	4,000,171	39.8%
Inventories		18,406,298	18,406,298	0.0%
Property, Plant and Equipment		1,225,109,619	1,219,383,744	0.5%
Intangible assets		-	501	(100.0%)
Total Non-Current Assets		1,249,109,247	1,241,790,714	0.6%
TOTAL ASSETS		1,337,236,538	1,335,700,784	0.1%
Current Liabilities				
Trade and other payables		3,472,905	11,054,970	(68.6%)
Provisions		9,385,603	9,981,009	(6.0%)
Borrowings		1,031,006	1,854,118	(44.4%)
Leases		81,007	81,007	0.0%
Contract liabilities		10,161,338	9,308,818	9.2%
Other liabilities		551,981	1,006,529	(45.2%)
Total Current Liabilities		24,683,841	33,286,451	(25.8%)
Non-Current Liabilities				
Trade and other payables		43,371	43,371	0.0%
Provisions		24,251,212	24,431,968	(0.7%)
Borrowings		22,914,221	22,914,221	0.0%
Leases		2,058,868	2,058,867	0.0%
Contract liabilities		63,250	63,250	0.0%
Other liabilities		1,698,240	1,698,240	0.0%
Total Non-Current Liabilities		51,029,162	51,209,917	(0.4%)
TOTAL LIABILITIES		75,713,003	84,496,368	(10.4%)
NET COMMUNITY ASSETS		1,261,523,535	1,251,204,416	0.8%
Community Equity				
Retained surplus		899,419,153	300,044,713	199.8%
Asset revaluation reserve		300,139,914	900,320,045	(66.7%)
Other reserves		61,964,468	50,839,658	21.9%
TOTAL COMMUNITY EQUITY		1,261,523,535	1,251,204,416	0.8%

ISAAC REGIONAL COUNCIL			
Statement of Cash Flows			
For the Period Ended 31 January 2025			
	Actual YTD	30 June 2024	Variance
	\$	\$	%
Cash Flows from Operating Activities			
Receipts from customers	81,684,434	143,372,416	57.0%
Payments to suppliers and employees	(67,251,344)	(104,097,063)	64.6%
Cash provided by / (used in) net result	14,433,090	39,275,353	36.7%
Cash Flows from Investing Activities			
Profit / (Loss) on sale of capital assets	(319,013)	(4,792,284)	6.7%
Grants, subsidies, contributions and donations	10,383,745	13,626,210	76.2%
Payments for property, plant and equipment	(22,294,598)	(49,623,835)	44.9%
Net movement in loans to Community Organisations			0.0%
Net cash provided by investing activities	(12,229,866)	(40,789,909)	30.0%
Cash Flow from Financing Activities			
Proceeds from borrowings	-	4,145,882	0.0%
Repayment of borrowings	(823,112)	292,497	(281.4%)
Net cash provided by financing activities	(823,112)	4,438,378	(18.5%)
Net Increase / (Decrease) in Cash Held	1,380,111	2,923,822	47.2%
Cash at the beginning of the period	76,337,945	73,414,123	104.0%
Cash at the end of the Reporting Period	77,718,057	76,337,945	101.8%

Appendix 2 – Preliminary Executive Level Reports

Executive Level operating statements provide information on the performance of each Directorate for the period ended 31 January.

Actual amounts and commitments are compared against the year to date Revised Budget.

Commitment balances are reported at a point of time and will continue to be reviewed as the year progresses. It should be noted that commitments are not currently able to be cash flowed across the financial year.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 31 January 2025

Office of the CEO

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Operating Grants, Subsidies & Contributions		261,708	-	261,708	189,167	72,541	245,000	106.8%
		261,708	-	261,708	189,167	72,541	245,000	106.8%
Expenses								
Operating Expenses								
Employee Expenses	1	2,427,295	-	2,427,295	2,734,931	(307,636)	5,010,838	48.4%
Materials & Services		999,504	291,410	1,290,914	1,295,132	(4,218)	2,110,822	61.2%
Corporate Overheads & Competitive Neutrality Costs		(3,171,643)	-	(3,171,643)	(3,171,643)	-	(5,437,102)	58.3%
		255,156	291,410	546,566	858,420	(311,854)	1,684,558	32.4%
Operating Position Before Capital Items		6,552	(291,410)	(284,858)	(669,253)	384,395	(1,439,558)	19.8%
Capital Revenue		-	-	-	-	-	-	0.0%
Net Result Attributable to Council in Period		6,552	(291,410)	(284,858)	(669,253)	384,395	(1,439,558)	19.8%
Total Comprehensive Income		6,552	(291,410)	(284,858)	(669,253)	384,395	(1,439,558)	19.8%

1. Employee Expenses for the financial year are favourable compared to budget by \$307,636. This favourable variance is predominately due to employee vacancies within Brand Media and Communications Department.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 31 January 2025

Corporate, Governance & Financial
Service

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges		35,823,691	-	35,823,691	35,793,588	30,103	71,587,176	50.0%
Fees & Charges		78,670	-	78,670	53,667	25,004	92,000	85.5%
Rental Income		-	-	-	788	(788)	1,350	0.0%
Interest Received	1	2,535,672	-	2,535,672	2,014,072	521,600	2,561,266	99.0%
Sales of Contract & Recoverable Works		140,989	-	140,989	52,500	88,489	90,000	156.7%
Operating Grants, Subsidies & Contributions		6,859,059	-	6,859,059	6,855,355	3,704	7,477,867	91.7%
Other Recurrent Revenue		87,363	-	87,363	49,167	38,196	90,000	97.1%
		45,525,444	-	45,525,444	44,819,136	706,308	81,899,659	55.6%
Expenses								
Operating Expenses								
Employee Expenses		5,005,584	-	5,005,584	4,910,071	95,514	9,692,196	51.6%
Materials & Services	2	9,995,988	2,006,003	12,001,991	9,758,872	2,243,119	13,940,368	86.1%
Finance Costs		251,351	-	251,351	273,615	(22,264)	514,541	48.8%
Depreciation and Amortisation	3	470,113	-	470,113	769,519	(299,406)	1,462,032	32.2%
Corporate Overheads & Competitive Neutrality Costs		(9,816,247)	-	(9,816,247)	(9,816,247)	-	(16,827,852)	58.3%
		5,906,789	2,006,003	7,912,793	5,895,830	2,016,963	8,781,285	90.1%
Operating Position Before Capital Items		39,618,654	(2,006,003)	37,612,651	38,923,306	(1,310,655)	73,118,374	51.4%
Capital Revenue								
Capital Revenue		(9)	-	(9)	-	(9)	-	0.0%
Proceeds from Sale of Land & PPE		55	-	55	-	55	-	0.0%
		45	-	45	-	45	-	0.0%
Net Result Attributable to Council in Period		39,618,700	(2,006,003)	37,612,696	38,923,306	(1,310,609)	73,118,374	51.4%
Total Comprehensive Income		39,618,700	(2,006,003)	37,612,696	38,923,306	(1,310,609)	73,118,374	51.4%

1. **Interest Received** is \$521,600 favourable when compared to revised budget. This favourable variance is due to increased interest income from investments. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
2. **Materials & Services** for the financial year to date are \$2,243,119 unfavourable with \$9,995,988 in actual expenditure and \$2,006,003 in commitments against the YTD budget of \$9,758,872. This unfavourable variance is due to the consolidation of Sundry Creditors for the whole of Council within this Directorate, computer expenses and the inclusion of commitments which relate to future reporting periods. Large commitments of note are \$1.1M of IT expenses associated with the Digital Strategy and \$268K for computer / software licence expenses.
3. **Depreciation and Amortisation** for the financial year to date are \$299,406 favourable when compared to YTD revised budget of \$769,519. It is noted that an additional \$500K of depreciation was added into this Directorate to assist with the increase in depreciation expected within Council after the finalisation of the 23/24 FY audit and the changes it encompassed (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 31 January 2025

Engineering & Infrastructure Services

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Fees & Charges		275,328	-	275,328	175,750	99,578	263,000	104.7%
Rental Income		917,845	-	917,845	852,276	65,568	1,461,045	62.8%
Sales of Contract & Recoverable Works	1	1,344,256	-	1,344,256	1,528,333	(184,077)	6,200,000	21.7%
Operating Grants, Subsidies & Contributions	2	4,479,734	-	4,479,734	4,933,924	(454,190)	6,303,170	71.1%
Other Recurrent Revenue		73,806	-	73,806	-	73,806	-	0.0%
		7,090,969	-	7,090,969	7,490,284	(399,315)	14,227,215	49.8%
Expenses								
Operating Expenses								
Employee Expenses	3	8,304,529	-	8,304,529	9,193,512	(888,984)	16,733,465	49.6%
Materials & Services	4	8,355,881	8,855,744	17,211,625	7,777,577	9,434,048	14,569,190	118.1%
Depreciation and Amortisation	5	10,414,033	-	10,414,033	9,961,226	452,807	17,076,387	61.0%
Corporate Overheads & Competitive Neutrality Costs		7,468,848	-	7,468,848	7,468,848	-	12,803,739	58.3%
		34,543,290	8,855,744	43,399,034	34,401,163	8,997,871	61,182,781	70.9%
Operating Position Before Capital Items		(27,452,321)	(8,855,744)	(36,308,065)	(26,910,878)	(9,397,187)	(46,955,566)	77.3%
Capital Revenue								
Capital Revenue	6	6,929,976	-	6,929,976	6,641,727	288,249	15,191,270	45.6%
Proceeds from Sale of Land & PPE	7	747,489	-	747,489	553,000	194,489	1,229,698	60.8%
		7,677,465	-	7,677,465	7,194,727	482,738	16,420,968	46.8%
Net Result Attributable to Council in Period		(19,774,856)	(8,855,744)	(28,630,600)	(19,716,151)	(8,914,449)	(30,534,598)	93.8%
Total Comprehensive Income		(19,774,856)	(8,855,744)	(28,630,600)	(19,716,151)	(8,914,449)	(30,534,598)	93.8%

1. **Sales of Contract & Recoverable Works** are unfavourable to the budget by \$184,077. This unfavourable variance is due to cash flowing of recoverable works for RMPC revenue.
2. **Operating Grants, Subsidies & Contributions** are \$454,190 unfavourable compared to the YTD budget. This unfavourable variance is predominately due to cash flowing of revenue for the DRFA November 2021 event.
3. **Employee Expenses** are favourable compared to the revised budget by \$888,984. This favourable variance is predominantly due to employee vacancies, some of which are currently being backfilled through Agency Temp Staff (current actuals \$102K and commitments of \$51K).
4. **Materials & Services** for the financial year to date are \$9,434,048 unfavourable with \$8,355,881 of actual expenditure and \$8,855,744 in commitments against YTD budget of \$7,777,577. Excluding commitments YTD expenditure would be approximately \$578,304 above YTD budget. The unfavourable variance is due to the inclusion of commitments which relate to future reporting periods, RMPC expenditure, consultancy for Galilee and Bown Basin Operations, internal plant hire charges and cash flowing of the motor vehicle registrations (cash flowed for February). Large commitments of note are \$4.8M Galilee and Bowen Basin recoverable works and \$2.2M for RMPC works.
5. **Depreciation and Amortisation** is currently unfavourable to the annual budget by \$452,807. It should be noted that the first few months of the financial year the depreciation expenditure is run as per the budgeted amount while the finalisation of the 23/24 financial year occurs. Post year end audit the depreciation is then calculated by the system which encompasses any changes made to asset values (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.
6. **Capital Revenue** for the financial year is \$288,249 favourable when compared to revised budget. This favourable variance is due to an advance payment for the Roads to Recovery program.
7. **Proceeds from Sale of Land & PPE** is currently favourable compared to the revised budget by \$194,489. This favourable variance is due to budgeted cashflow of receipt of funds from the sale of plant.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 31 January 2025

Planning, Environment & Community Service

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Fees & Charges	1	1,974,670	-	1,974,670	1,410,079	564,591	2,353,550	83.9%
Rental Income		130,662	-	130,662	124,833	5,829	214,000	61.1%
Operating Grants, Subsidies & Contributions	2	758,392	-	758,392	629,637	128,754	1,140,870	66.5%
Other Recurrent Revenue		15,806	-	15,806	16,250	(444)	45,000	35.1%
		2,879,529	-	2,879,529	2,180,800	698,729	3,753,420	76.7%
Expenses								
Operating Expenses								
Employee Expenses	3	5,984,042	-	5,984,042	6,989,413	(1,005,371)	12,724,635	47.0%
Materials & Services	4	4,729,320	2,182,781	6,912,101	5,043,720	1,868,381	8,631,825	80.1%
Finance Costs		426,608	-	426,608	413,927	12,681	756,546	56.4%
Depreciation and Amortisation	5	1,775,629	-	1,775,629	1,274,213	501,416	2,184,365	81.3%
Corporate Overheads & Competitive Neutrality Costs		1,947,088	-	1,947,088	1,947,088	-	3,337,865	58.3%
		14,862,686	2,182,781	17,045,467	15,668,362	1,377,106	27,635,236	61.7%
Operating Position Before Capital Items		(11,983,157)	(2,182,781)	(14,165,938)	(13,487,562)	(678,377)	(23,881,816)	59.3%
Capital Revenue								
Capital Revenue		2,739,525	-	2,739,525	2,829,525	(90,000)	9,950,304	27.5%
Proceeds from Sale of Land & PPE		256	-	256	-	256	-	0.0%
		2,739,781	-	2,739,781	2,829,525	(89,744)	9,950,304	27.5%
Net Result Attributable to Council in Period		(9,243,376)	(2,182,781)	(11,426,157)	(10,658,037)	(768,120)	(13,931,512)	82.0%
Total Comprehensive Income		(9,243,376)	(2,182,781)	(11,426,157)	(10,658,037)	(768,120)	(13,931,512)	82.0%

1. **Fees & Charges** are \$1,974,670 compared to the YTD budget of \$1,410,079 resulting in a favourable variance of \$564,591. The predominant reason for this favourable variance is due to higher than anticipated revenue from development fees, building and plumbing services.
2. **Operating Grants, Subsidies & Contributions** actuals are \$758,392 YTD against a revised budget of \$629,637 resulting in a favourable variance of \$128,754. This favourable variance is primarily due to new grant funding received for Flood Studies.
3. **Employee Expenses** are favourable compared to the YTD budget by \$1,005,371. This favourable variance is predominately due to employee vacancies, some of which are currently being backfilled through Agency Temp Staff (current actuals \$160K and commitments of \$82K).
4. **Materials & Services** for the financial year to date are \$1,868,381 unfavourable with \$4,729,320 of actual expenditure and \$2,182,781 in commitments against YTD budget of \$5,043,720. Excluding commitments YTD expenditure would be approximately \$314K below YTD budget. Significant commitments to note include \$594K for the management of facilities, \$525K for legal expenses, and \$242K for consultancy fees.
5. **Depreciation and Amortisation** is currently \$501,416 unfavourable to YTD budget. It should be noted that the first few months of the financial year the depreciation expenditure is run as per the budgeted amount while the finalisation of the 23/24 financial year occurs. Post year end audit the depreciation is then calculated by the system which encompasses any changes made to asset values (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 31 January 2025

Water & Waste

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges		14,684,038	-	14,684,038	14,692,570	(8,532)	33,455,139	43.9%
Fees & Charges	1	758,135	-	758,135	546,667	211,468	1,086,000	69.8%
Rental Income		40,139	-	40,139	38,750	1,389	50,406	79.6%
Interest Received		141,187	-	141,187	115,617	25,570	198,200	71.2%
Operating Grants, Subsidies & Contributions		557,433	-	557,433	557,430	3	557,430	100.0%
Other Recurrent Revenue		6,484,720	-	6,484,720	6,528,427	(43,707)	12,234,250	53.0%
		22,665,652	-	22,665,652	22,479,460	186,192	47,581,425	47.6%
Expenses								
Operating Expenses								
Employee Expenses	2	4,320,067	-	4,320,067	4,427,614	(107,547)	8,068,429	53.5%
Materials & Services	3	8,185,520	6,521,172	14,706,692	9,747,643	4,959,049	20,006,673	73.5%
Finance Costs		26,093	-	26,093	25,895	198	47,657	54.8%
Depreciation and Amortisation	4	6,585,831	-	6,585,831	6,346,959	238,872	11,137,644	59.1%
Corporate Overheads & Competitive Neutrality Costs		3,571,955	-	3,571,955	3,571,955	-	6,123,351	58.3%
		22,689,467	6,521,172	29,210,638	24,120,066	5,090,572	45,383,754	64.4%
Operating Position Before Capital Items		(23,815)	(6,521,172)	(6,544,987)	(1,640,606)	(4,904,380)	2,197,671	(297.8%)
Capital Revenue								
Capital Revenue	5	707,520	-	707,520	269,630	437,890	1,539,633	46.0%
		707,520	-	707,520	269,630	437,890	1,539,633	46.0%
Net Result Attributable to Council in Period		683,704	(6,521,172)	(5,837,467)	(1,370,976)	(4,466,491)	3,737,304	(156.2%)
Total Comprehensive Income		683,704	(6,521,172)	(5,837,467)	(1,370,976)	(4,466,491)	3,737,304	(156.2%)

1. **Fees & Charges** are \$758,135 compared to YTD budget of \$546,667, resulting in a favourable variance of \$211,468. This favourable variance is due to higher than expected revenue for Potable Water Sales and Plumbing fees. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
2. **Employee Expenses** are favourable compared to the revised budget by \$107,547. This favourable variance is due to employee vacancies in Water and Wastewater operations some of which are currently being backfilled through Agency Temp Staff (current actuals \$586K and commitments of \$307K).
3. **Materials & Services** for the financial year to date are \$4,959,049 unfavourable, with \$8,185,520 in actual expenditure and \$6,521,172 in commitments. Excluding commitments YTD expenditure would be approximately \$1,562,123 below YTD budget. Large commitments to note include \$2M for water purchases, \$1.5M for the Waste Levy, and \$994K for Contractor costs at Waste Management Facilities.
4. **Depreciation and Amortisation** is currently \$238,872 unfavourable to the YTD budget. It should be noted that the first few months of the financial year the depreciation expenditure is run as per the budgeted amount while the finalisation of the 23/24 financial year occurs. Post year end audit the depreciation is then calculated by the system which encompasses any changes made to asset values (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.
5. **Capital Revenue** for the year to date is \$707,520 which is favourable to budget by \$437,890. This favourable variance is due to the receipt of a progress payment from LGSP which was not cash flowed to be received until February.

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Warren Clough
AUTHOR POSITION	Senior Safety and Resilience Partner

9.2

SAFETY AND RESILIENCE UPDATE

EXECUTIVE SUMMARY

This report is provided as an update to Council on the current status of Health, Safety and Wellbeing Management System (HSWMS).

OFFICER'S RECOMMENDATION

That Council:

- 1. Notes the Safety and Resilience report provided on the current status of Health, Safety and Wellbeing Management System.*

Resolution No.: CGFS0934

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That the Committee recommends that Council:

- 1. Notes the Safety and Resilience report provided on the current status of Health, Safety and Wellbeing Management System.**

Carried

BACKGROUND

Review of safety statistics to monitor the effectiveness of Health, Safety and Wellbeing (HSW) Management System and identify incident trends, discuss relevant Health, Safety and Wellbeing issues, referring to statistics in the attached report.

The main focus for the month has been:

- Safety & Resilience team farewelled S&R Manager, Alexis Coutts.
- Senior officers completed priorities and goals workshop for 2025
- Continuing preparation for audit and maintaining business as usual activities

IMPLICATIONS

That the system is monitored to ensure compliance and continuous improvement of the Health, Safety and Wellbeing Management System. To ensure that recommendations from the Local Government Workcare (LGW) audit are implemented to support continuous improvement of the HSWMS.

CONSULTATION

The following consultation as relevant to the attachment reports:

- Executive Leadership Team
- HSW Operational and Strategic Safety Committee (bi-monthly)
- Joint Consultative Committee (as required)
- Safety and Resilience Team

BASIS FOR RECOMMENDATION

The updated attachments include the normal monthly update.

ACTION ACCOUNTABILITY

- Senior Safety and Resilience Partner
- Senior Wellbeing and Resilience Partner
- Senior Disaster and Emergency and Resilience Partner

KEY MESSAGES

Positive progression of the Safety Improvement, strategic objectives and updated KPI's amendments.

Report prepared by: WARREN CLOUGH Senior Safety and Resilience Partner Date: 03 February 2025	Report authorised by: DARREN FETTELL Director Corporate, Governance and Financial Services Date: 04 February 2025
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ATTACHMENTS

- Attachment 1 – Safety and Resilience Monthly Report January 2025

REFERENCE DOCUMENT

- Nil

SAFETY AND RESILIENCE MONTHLY REPORT

DATE	January 2025
TO	February 2025, Ordinary Council meeting
FROM	Senior Safety and Resilience Partners

1. SUMMARY

S&R team conducted drug and alcohol testing at the Nebo Depot.

S&R team facilitated hazard hunter award presentations for the Clermont Waste Facility.

S&R Seniors completed priorities and goal workshop for 2025.

S&R team farewelled S&R Manager, Alexis Coutts.

Explanatory Note:

The green section lists the objective and the target measure. OBJECTIVE – what we plan to achieve.

The blue aligns with the due diligence index elements (DDI-S) standard.

TARGET – how we are going to measure and track the achievement of the objective, this will not always be strict numbers for data trending and may only captured as an annual achievement

2. BEST PRACTICE SYSTEM

Know about safety matters, monitoring and continuously improving our systems, aiming for best practice documentation.

OBJECTIVE To review all Policies, Procedures, and work instructions biannually or on a risk basis.

TARGET 100% of documents reviewed within required time limits.

STATUS: Ongoing document review continuing, with focus on staff engagement and consultation.

- Review all Policies, Procedures and work instructions biennially to maintain compliance against current legislative requirements.
- Policy reviewed as required by CEO. To ensure effective procedures and ensuring they comply with legislation. That there is a master document register to track updating

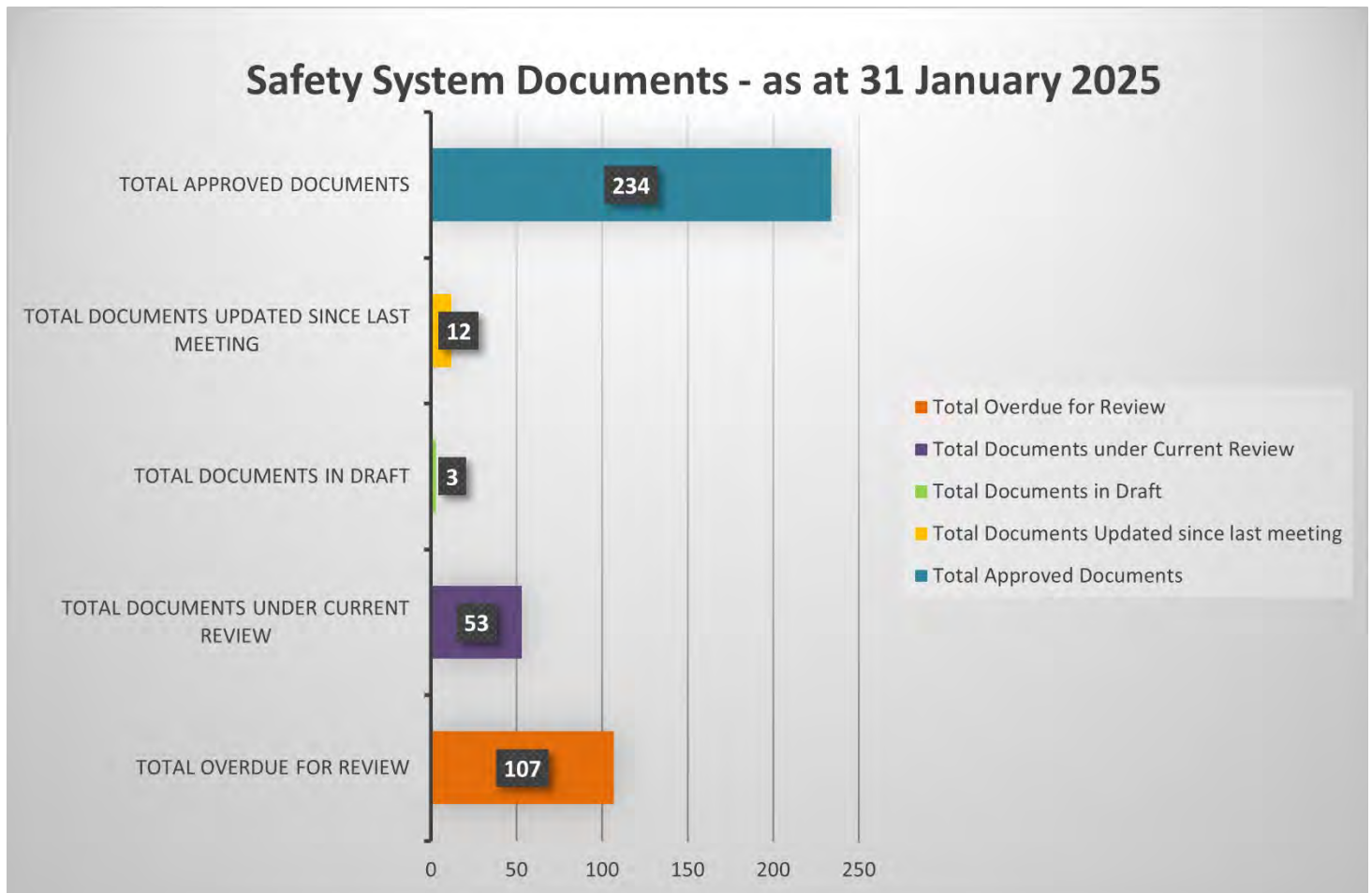
• 100% documents reviewed within timeframes

**BEST PRACTICE
SYSTEM**



SAFETY AND RESILIENCE MONTHLY REPORT

Document Type	234 Approved	107 Overdue	53 Reviewing	3 Draft	12 Updated
Checklists	7	6	1		3
Process / Flowcharts	16	15	4		3
Forms	51	35	6		3
Guidelines	67	26	13	1	
Miscellaneous	4	1	1	1	
Plans	11	1	2		
Policies	3	2	0		
Procedures	9	9	14		
SWMS	7	0	2		
Templates	12	10	0		
Terms of Reference	1	2	2		
Work Instructions	46	0	8	1	3



***It is noted that all documents remain in place until reviewed and updated as required. A number of documents are reviewed and updated as legislation / regulation or processes change rather than waiting for scheduled review time.**

SAFETY AND RESILIENCE MONTHLY REPORT

2.1 LEGISLATIVE OR OTHER CHANGES

NIL

3. OBJECTIVES AND TARGETS

This is how we ensure due diligence to compliance with obligations.

OBJECTIVE To establish annual LPIs to support the policy and maintain the HSW improvement plan.

TARGET Complete quarterly review of the HSW improvement plan. Set LPIs and monitor.

STATUS: LPIs are being actively monitored refer to section 8 of this report for current compliance with LPIs.

- Establish annual KPI's which align to the policy to ensure leaders are meeting the objectives and targets
- Ensure that the objectives are embedded into Corporate documents.
- Updating the improvement plan and reporting
- Ensuring implementation of the improvements
- *Completion of Quarterly review and reporting against WHS improvement plan.*
- *Annual setting and review of KPI's*

ESTABLISHING OBJECTIVES AND TARGETS



4. EFFECTIVE RISK MANAGEMENT

Monitor hazards, risks, and incidents and ensure they are managed promptly.

4.1 HAZARD HUNTER

OBJECTIVE to ensure risk management activities completed by identifying hazards.

TARGET: Number of hazards reported and rectified.

STATUS: 6 hazards were identified for 01/01/25-31/01/25, and 1 has been fully managed and closed.

Consistent reporting of hazards for January, whilst this reflects a good result for the reporting of hazards:

3 – Draft

2 – Approved

0 – Closed

1 – Complete

3 remain still at draft stage with no action taken within Lucidity. There was one Hazard Hunter award presentations conducted during the month of January.

The presentation was for Clermont Waste Facility who won the December award, for reporting. Member of public identified syringes on the ground at the Clermont Landfill and notified the Waste Officer.

Action taken: Waste Officer placed witches' hats around the area to stop any further public interactions and notified supervisor. The syringes were disposed of in the appropriate manner as per IRC work instructions.

- To ensure that risk management activities are undertaken to support our systems, investigate incident, hazard hunter program, development of Work Instruction, maintenance of risk assessments and registers
- *#incident open after 30 days*
- *record the # hazards per month*
- *Site based risk assessments to be established and revised biennially."*

EFFECTIVE RISK MANAGEMENT



SAFETY AND RESILIENCE MONTHLY REPORT

4.2 EVENT REVIEW

OBJECTIVE Risk management activities to support our systems and investigate accidents promptly.

TARGET **ZERO** events in DRAFT after 7 Days (as EOM).

STATUS: **105** events still sitting at draft stage requiring attention. The Safety and Resilience team continuous review of “Draft” items have not revealed any high-risk items. Emails will be sent to responsible managers who have events in draft, for action.

4.2 EVENTS RECORDED DURING [MONTH]

There have been **46** events recorded during the month to **31 January**, of these:

- **20** events still within draft waiting for action from the responsible manager
- **9** at approved stage with actions assigned.
- **11** closed out with actions assigned, then completed and event finalized.
- **6** events at complete stage with actions closed out waiting for final review and closeout.

4.3 EMERGENCY MANAGEMENT COMMITTEE

No meeting held during this period

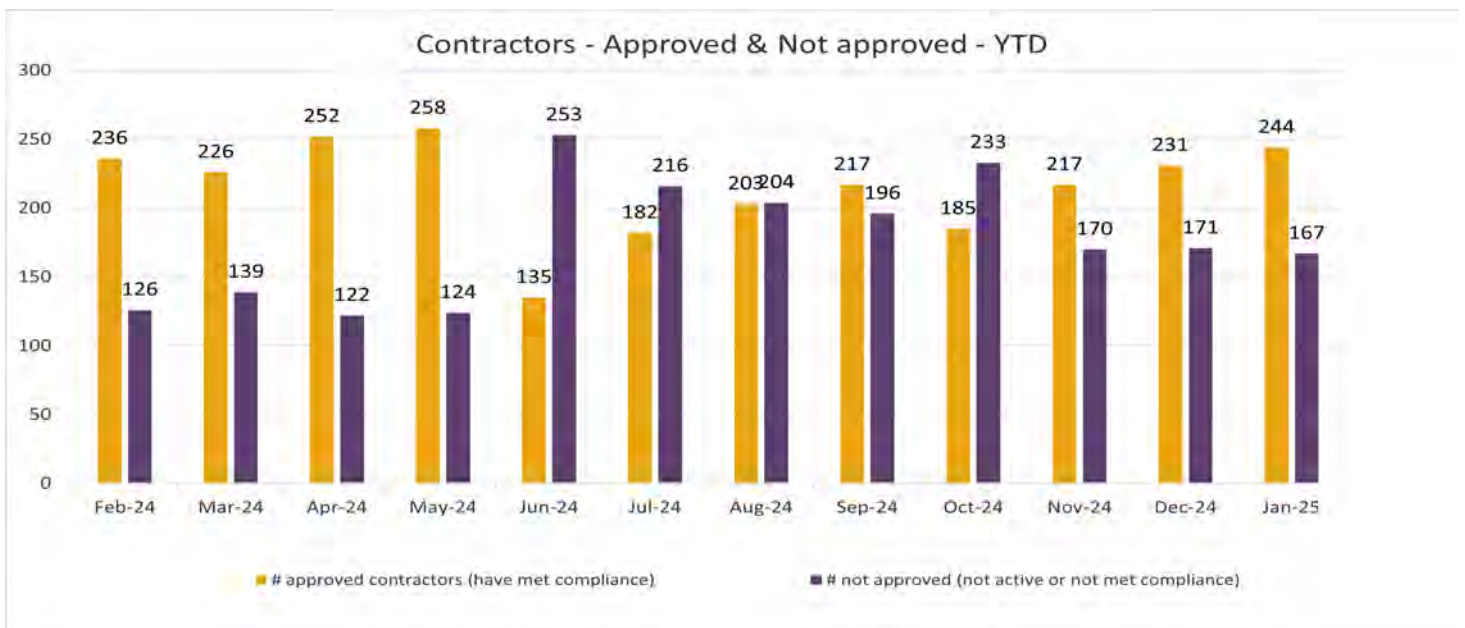
4.4 CONTRACTOR MANAGEMENT

OBJECTIVE Evaluation of contractor and project management documentation and processes.

TARGET report on # approved contractors, # of not approved contractors.

STATUS: **APPROVED** contractor companies **244**

NOT APPROVED – 167



Noted minor improvement in the amount of approved contractors compared to the last report. The team has been reviewing our current Not-Approved contractors and archiving those that haven't been engaged within the last financial year.

SAFETY AND RESILIENCE MONTHLY REPORT

Work will continue to be done collaborating with Finance to determine which of the Not-Approved contractors can be archived due to them not being engaged by council within the last financial year.

5. IMPROVING WORKER CONSULTATION

This is how we seek to understand the nature of operations by engaging with the workforce.

5.1 HEALTH, SAFETY, AND WELLBEING COMMITTEES

There was no meeting held during this period.

OBJECTIVE Completed schedules of meetings.

TARGET 100% of meetings completed against a target at end of the year.

STATUS: The meeting schedule specifically attendance at the HSW strategic committee is being monitored for Tier 1 compliance for ELT

- Schedule for toolbox and WHS Committees. To ensure effective communication and consultation with worker.
- Continue to develop and evaluate the check in chat as another tool for communicating

• 95% of meetings against schedule completed

IMPROVING
WORKER
CONSULTATION



6. WELLBEING & CAPACITY TO WORK

Ensuring we understand, resource, and monitor employee's health and wellbeing at work.

6.1 VACCINATIONS

We continue to monitor the vaccination register to ensure all workers who are required to have vaccination as part of their employment are reminded and scheduled to receive vaccination.

3 employee attended medical centers to update their vaccinations.

6.2 DRUG & ALCOHOL TESTING

The Safety & Resilience Partners conducted D&A testing at the Nebo Depot on the 14th of January.

12 tests were completed with **0** non-negative test recorded, requiring third party confirmatory analysis.

6.3 WORKERS' COMPENSATION AND REHABILITATION

The Wellbeing and Resilience Partners actively monitor all work and non-work-related injuries and illnesses. Ongoing support is provided to staff rehabilitation cases.

- **7** active (accepted) workers compensation cases.
- **21** non-work-related cases.
- **1** pending workers compensation case awaiting a response from LGW.

- To develop a strategy that supports staff in maintain physical and mental health.
- To ensure that we are able to retain staff through appropriate programs that deal with the worker holistically.
- Establish wellbeing programs through committees
- To provide early intervention and numbers of workers support engagement

• # check in chats
• # staff engaged in worker support program

WELLBEING AND
CAPACITY TO
WORK



SAFETY AND RESILIENCE MONTHLY REPORT

7. AUDIT/ INSPECTIONS

Conducting audits and inspections ensures we comply with our compliance requirements and verify the council's activities.

OBJECTIVE Develop an audit schedule considering the risks of individual sites.

TARGET 100% of audits completed against the plan.

STATUS: No WHS &/OR Environmental Audits completed for January against the plan.

- Develop an audit and inspection schedule which includes sites audits, system audits and procedural audits.
- To ensure our systems are effectively implemented and understood at site levels.

- 100% of audits completed against schedule
- target for audits to be above 85%

MAINTAIN AUDITS AND INSPECTIONS



8. CONTINUOUS IMPROVEMENT

This is the ongoing verification of due diligence activities.

Expired actions from Event Management and Forms modules, as well as the number of actions overdue >30 days. A focus on training and email reminders will continue.

OBJECTIVE Ensure identified corrective actions followed to completion.

TARGET 0 actions greater than >30 days overdue

STATUS: STATUS Total 78 overdue open actions as of 31 January 2025, with 40 of these being overdue >30 days.

- There are currently 78 overdue open actions as of the end of 31 January 2025.
- Of these 65 overdue open actions, 40 are overdue by greater than 30 days.
- These actions are aligned to incident (25), hazard (16), audit/inspections (28), improvement opportunity reports only (1), meetings and other (3), regulatory notification (1), non-conformity (4).

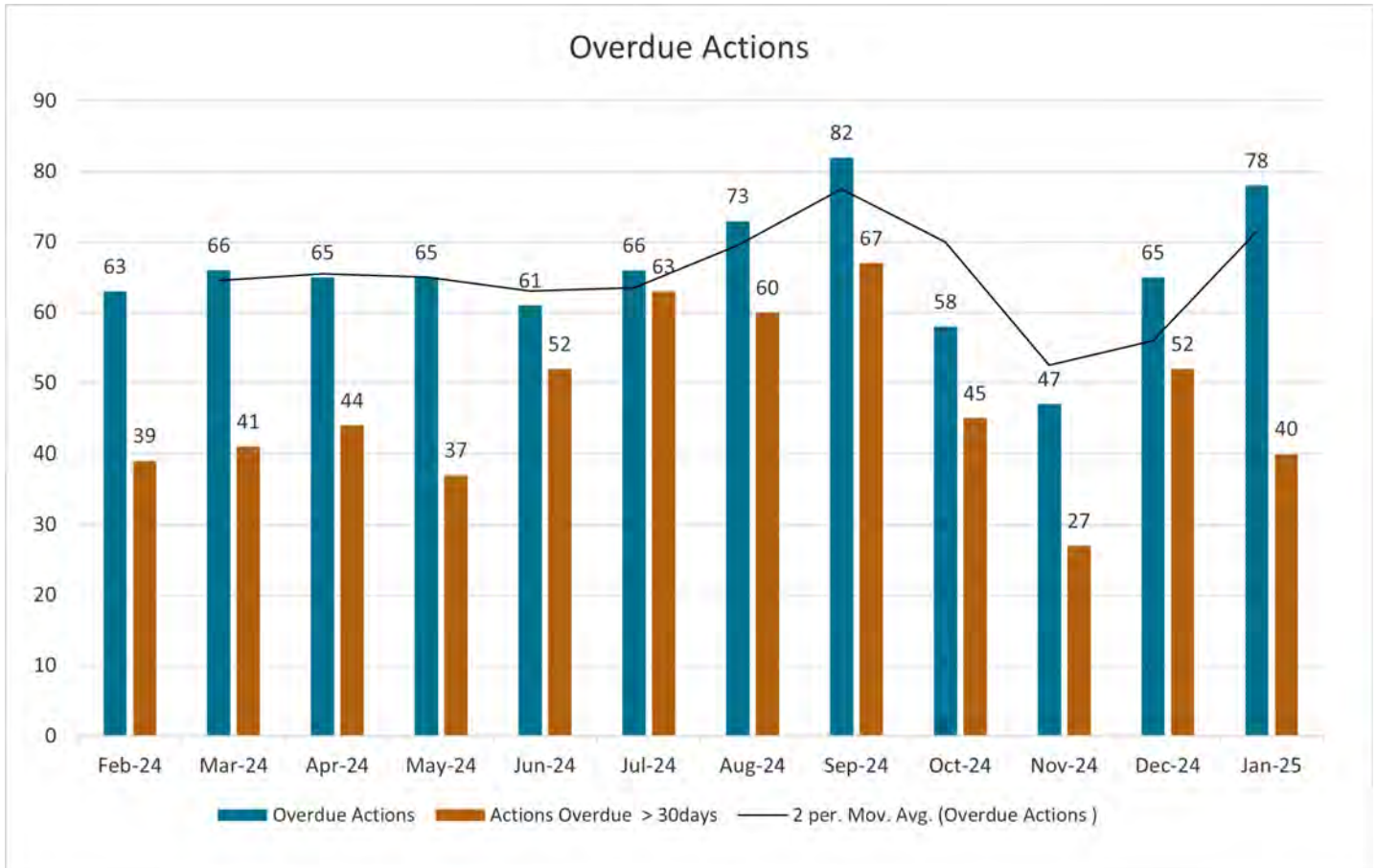
- Ensure that any identified corrective actions from incidents, hazards, audits have been entered and followed through to completion

- Ensuring that actions raised are followed through to completion.
- Establish Change Management processes
- Ensuring that change is effectively consulted and managed to gain the greatest benefit.
- # corrective actions completed and open at EOM

CONTINUOUS IMPROVEMENT



*Note - The Safety and Resilience teams continuous review of assigned actions has not revealed any high-risk items, requiring immediate attention.



9. EMPOWERING AND SUPPORTING LEADERSHIP

This is further verification to ensure that resourcing, monitoring, and compliance activities completed and recorded.

OBJECTIVE Establish LPIs for individual managers.

The monthly report will capture tier 3 LPIs, with the annual report capturing the Tier 1 and Tier 2 achievements against objective. Monitored monthly by ELT.

TIER 3 LPIs – ELT, SLT & OLT Members

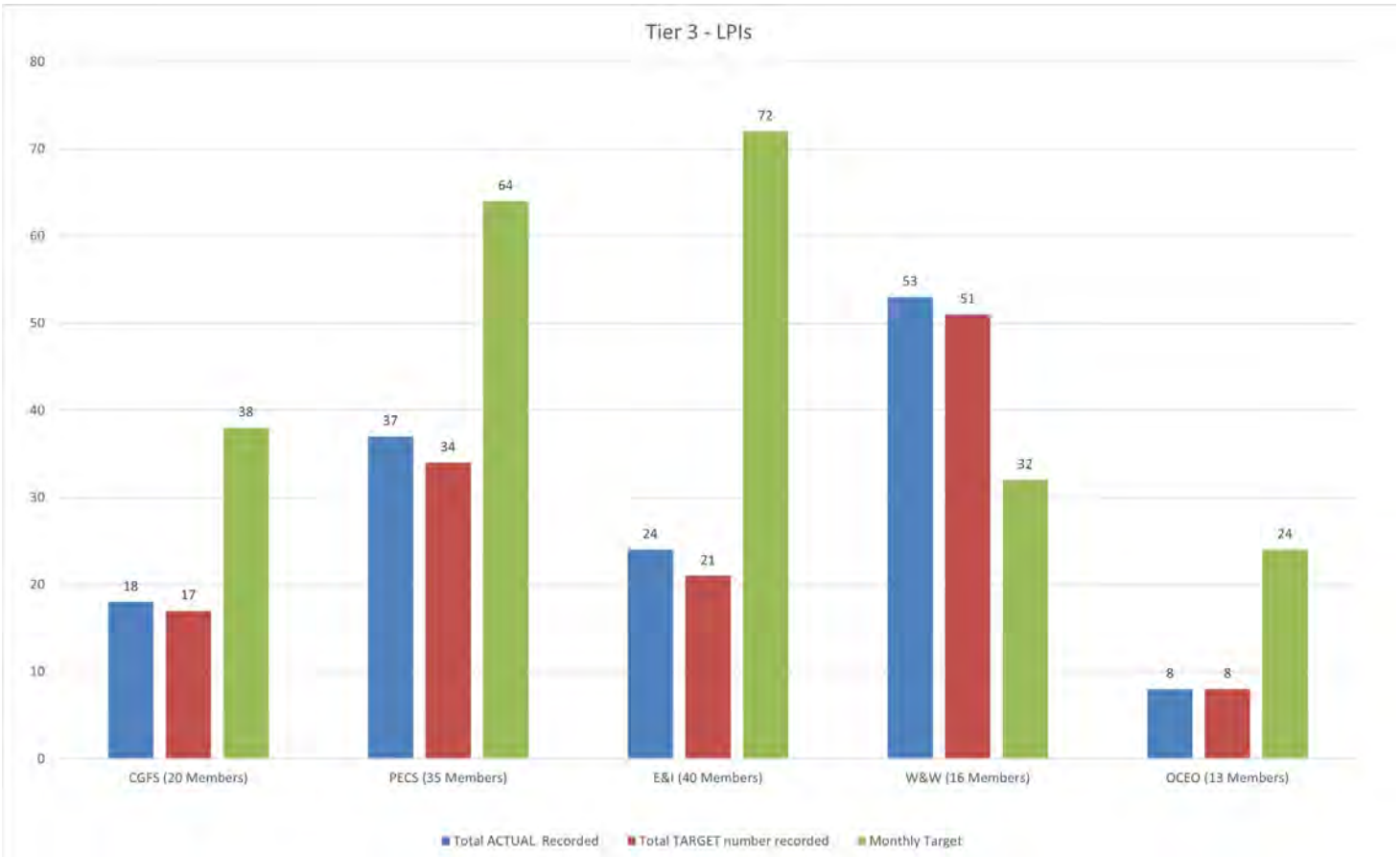
Each month, every ELT, SLT, and OLT member must complete two of the below LPIs.

- Providing leaders with knowledge and tools to effectively manage the wellbeing and risk resilience of our workers
- Support supervisors in cultural leadership

• # 95% manager attendance at Safety leadership training

EMPOWERING AND SUPPORTING LEADERSHIP

SAFETY AND RESILIENCE MONTHLY REPORT



- The Safety and Resilience team will be collaborating with Directors to review the current way in which we report LPIs and who are required to complete these.

TIER 3 LEAD PERFORMANCE INDICATORS
ELT, SLT and OLT members - 2 per month - 24 per year

Lead a Team Talk with your team	Lead a Prestart Talk with your team	Conduct and record a Safety Chat	Provide feedback on HSW procedure or policy	Conduct and record a Post Project Supplier Evaluation form	Conduct and record a Project Monitoring Inspection form	Conduct and record a Site Hazard Inspection	Conduct and record a Wellness Chat	Conduct a coaching session	Conduct a Leadership Activities Report
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- Continuing turnover, vacancies and the Christmas shutdown period are noted as contributing factors to the above results.

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Zoe Behrendt
AUTHOR POSITION	Manager Rates and Accounts

9.3 NOT-FOR-PROFIT – RATES CONCESSION - REGISTER

EXECUTIVE SUMMARY

As per Resolution No. 7460, Council adopted a Rates Concession – Not for Profit Policy that came into effect on 25 August 2021. This report outlines subsequent organisations that have submitted the appropriate documentation and outlines the concession entitlements as per the adopted Policy, along with the updated register.

OFFICER’S RECOMMENDATION

That Council:

- 1. Receives the Updated Rates Concession Register for Not-For-Profit organisations as per the Rates Concession – Not-for-Profit Policy, in-line with section 122 of the Local Government Regulation 2012.**

Resolution No.: CGFS0935

Moved: Cr Jane Pickels **Seconded:** Cr Terry O’Neill

That the Committee recommends that Council:

- 1. Receives the Updated Rates Concession Register for Not-For-Profit organisations as per the Rates Concession – Not-for-Profit Policy, in-line with section 122 of the Local Government Regulation 2012.**

Carried

BACKGROUND

The purpose of the report is to advise Council on subsequent organisations who have submitted appropriate documentation in line with the Rates Concession – Not-for-Profit Policy. Council has received 8 new eligible application and one application to be removed (due to transfer of ownership) that meet the necessary criteria from relevant organisations within the community since its last report to Council.

////////////////////////////////////

The properties have been highlighted in the attached updated Rates Concession Register which also identifies the proposed concession to be granted in line with the Rates Concession – Not-for-Profit Policy and section 122 of the *Local Government Regulation 2012* whereby a Local Government may grant the concession only by a resolution to a stated ratepayer.

The updated Rates Concession Register is presented for Council’s information. Concessions have been applied in line with delegated authority.

IMPLICATIONS

Community Groups

As a result of the adopted policy, Attachment 1 details the organisations where Council has received appropriate correspondence and the concession applications that have been granted in line with the Rates Concession – Not for Profit Policy.

Budget / Financial

Council grants considerable relief to organisations that provide useful social and economic benefits to our community. For the 2024/2025 Financial Year, approximately 100 Not-For-Profit organisations are expected to receive concessions totalling more than \$400,000 in rates relief.

Attachment 1 outlines all the organisations and their concession entitlements inclusive of the subsequent applications.

CONSULTATION

- Senior Rates Administrator

BASIS FOR RECOMMENDATION

Support the implementation of the Rates Concession - Not for Profit Policy and provide support to the community groups of the Isaac Region in delivering social, recreational and other services to the community.

ACTION ACCOUNTABILITY

Manager Rates and Accounts to maintain the Rates Concession Register in accordance with the Rates Concession - Not for Profit Policy.

KEY MESSAGES

Receive this report to grant concessions as per Section 122 of the *Local Government Regulation 2012* demonstrating that Council is transparent in its decision making and is committed to supporting not for profit groups in the Isaac Region.

Report reviewed by: ZOE BEHRENDT Manager Rates and Accounts Date: 27 January 2025	Report authorised by: JASON RIVETT Manager Financial Services Date: 27 January 2025
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ATTACHMENTS

- Attachment 1 – Rates Concession Register – January 2025

REFERENCE DOCUMENT

- Rates Concession – Not for Profit Policy (CORP-POL-025)

RATES CONCESSION REGISTER – as at 1 January 2025

** Denotes new / updated / removed NFP applications

Property ID	Organisation Name	Property Location	Application Received	Category	General Rate concession	Water Infrastructure Concession	Sewerage Infrastructure Concession
202992	Australian Christian Churches Queensland Ltd	Middlemount	Yes	A	N/A	100%	100%
201685	Broadsound Coastal Community Development Association	Carmila	Yes	A1	100%	100%	N/A
203738	Clarke Creek Campdraft Association Inc	Clarke Creek	Yes	A	100%	N/A	N/A
103336	Clermont and District Senior Citizens Assn. Inc	Clermont	Yes	A	100%	100%	100%
210649	Clermont Artslink Inc	Clermont	Yes	A	100%	100%	100%
103838	Clermont Bowls Club Incorporated	Clermont	Yes	A	100%	100%	100%
103211	Clermont Clay Target Club Inc	Clermont	Yes	A	100%	100%	N/A
104829	Clermont Community Housing and Other Services	Clermont	Yes	A	100%	100%	100%
100207	Clermont Hospital Auxiliary Inc	Clermont	Yes	A	100%	100%	100%
100100	Clermont Hospital Auxiliary Inc	Clermont	Yes	A	100%	100%	100%
104995	Clermont Hospital Auxiliary Inc	Clermont	Yes	A	100%	100%	100%
100167	Clermont Hospital Auxiliary Inc	Clermont	Yes	A	100%	100%	100%
104576	Clermont Junior Motorcycle Club Inc	Clermont	Yes	A	100%	100%	N/A

Property ID	Organisation Name	Property Location	Application Received	Category	General Rate concession	Water Infrastructure Concession	Sewerage Infrastructure Concession
100090	Clermont Kindergarten Day Care Centre Association Incorporated	Clermont	Yes	A	100%	100%	100%
208329	Clermont Men's Shed Inc	Clermont	Yes	A	100%	100%	100%
100991	Clermont Pony Club Inc	Clermont	Yes	A	100%	100%	N/A
103745	Clermont Rifle Association Inc.	Clermont	Yes	A	100%	N/A	N/A
103153	Clermont Rodeo & Show Society Inc	Clermont	Yes	A	100%	100%	N/A
201990	Dig Deep Competitive Boxing Inc	Dysart	Yes	A	100%	100%	N/A
201947	Dysart Amateur Boxing Club Inc	Dysart	Yes	A	100%	N/A	N/A
202232	Dysart Arts Inc	Dysart	Yes	A	100%	100%	100%
206691	Dysart BMX Club Inc	Dysart	Yes	A	100%	N/A	N/A
204552	Dysart Bowls Club Inc	Dysart	Yes	C	50%	0%	0%
204525	Dysart Community Support Group Inc	Dysart	Yes	A	100%	100%	100%
206530	Dysart Gun Club Inc	Dysart	Yes	A	100%	N/A	N/A
203845	Dysart Horse Performance Association Inc	Dysart	Yes	A	100%	100%	N/A
204152	Dysart Junior Motocross Club Inc	Dysart	Yes	A	100%	N/A	N/A
201943	Dysart Junior Rugby League Club	Dysart	Yes	A1	N/A	100%	100%

Property ID	Organisation Name	Property Location	Application Received	Category	General Rate concession	Water Infrastructure Concession	Sewerage Infrastructure Concession
201942	Dysart Junior Soccer Club	Dysart	Yes	A1	N/A	100%	100%
204558	Dysart Kindergarten Inc.	Dysart	Yes	A1	100%	100%	100%
201624	Dysart Owners & Trainers Association Inc & Dysart Rodeo Club Inc	Dysart	Yes	A1	100%	100%	N/A
203967	Dysart Pony Club Incorporated	Dysart	Yes	A1	100%	100%	N/A
202231	Dysart Pottery Club Inc	Dysart	Yes	A	100%	100%	100%
201948	Dysart Rugby League Football Club Inc	Dysart	Yes	A1	100%	100%	100%
202232	Dysart Social Riders Club Inc	Dysart	Yes	A	100%	100%	100%
102971	Emergency & Long Term Accommodation in Moranbah	Moranbah	Yes	A	100%	100%	100%
102193	Emergency & Long Term Accommodation in Moranbah Inc	Moranbah	Yes	A	100%	100%	100%
200260	Glenden Junior Motocross Inc.	Glenden	Yes	A	100%	100%	100%
200268	Glenden Pony Club Inc	Glenden	Yes	A1	100%	100%	N/A
200270	Glenden Rodeo Association Inc	Glenden	Yes	A1	100%	100%	N/A
210402	Glenden Rural Interest Inc	Glenden	Yes	A	100%	N/A	N/A
101658	Guides Queensland – Moranbah	Moranbah	Yes	A	N/A	100%	100%
206253	Gymnastics Moranbah Inc	Moranbah	Yes	A	100%	100%	100%

Property ID	Organisation Name	Property Location	Application Received	Category	General Rate concession	Water Infrastructure Concession	Sewerage Infrastructure Concession
202294	Hinterland Community Care Inc	Dysart	Yes	A	100%	100%	100%
102975	Hinterland Community Care Inc	Moranbah	Yes	A	100%	100%	100%
204452	Ilbilbie Hall Management Association Inc	Ilbilbie	Yes	A	100%	N/A	N/A
103776	Kilcummin Group Selector's Assoc Inc	Kilcummin	Yes	A	100%	N/A	N/A
203217	Landscapes Queensland Limited As Trustee/s	Avoid Island, The Percy Group	Yes	A	100%	N/A	N/A
202374	Middlemount Boxing & Fitness Incorporated	Middlemount	Yes	A	100%	100%	100%
202418	Middlemount Community Sports Association Inc	Middlemount	Yes	A	100%	100%	100%
210219	Middlemount Fellowship A O G	Middlemount	Yes	A	N/A	100%	100%
202452	Middlemount Golf Club Inc	Middlemount	Yes	C	50%	0%	0%
203880	Middlemount Horse & Pony Club Inc	Middlemount	Yes	A	100%	100%	N/A
203881	Middlemount Race Club Inc	Middlemount	Yes	A	100%	100%	N/A
203876	Middlemount Rodeo Association Inc	Middlemount	Yes	A	100%	100%	N/A
202417	Middlemount Rugby League Football Club Inc	Middlemount	Yes	A1	100%	100%	100%
202419	Middlemount Touch Football Association Incorporated	Middlemount	Yes	A1	100%	100%	100%
202674	Middlemount Youth Support Incorporated	Middlemount	Yes	A	100%	100%	100%

Property ID	Organisation Name	Property Location	Application Received	Category	General Rate concession	Water Infrastructure Concession	Sewerage Infrastructure Concession
210255	Moranbah Arts Council Inc	Moranbah	Yes	A	100%	100%	100%
210256	Moranbah Arts Council Inc	Moranbah	Yes	A	100%	100%	100%
206704	Moranbah Arts Council Inc	Moranbah	Yes	A	100%	100%	100%
210294	Moranbah Australian Football Association Inc	Moranbah	Yes	A	100%	100%	100%
206689	Moranbah B.M.X Club Incorporated	Moranbah	Yes	A1	100%	100%	N/A
210221	Moranbah Bowhunters & Field Archers Inc	Moranbah	Yes	A	100%	100%	100%
101125	Moranbah Bowls Club Inc	Moranbah	Yes	B1	50%	50%	50%
104661	Moranbah Boxing and Sporting Association Inc	Moranbah	Yes	A	100%	100%	100%
206708	Moranbah Gelsoft Club Inc	Moranbah	Yes	A	100%	N/A	N/A
210250	Moranbah Hawks Football Federation Incorporated	Moranbah	Yes	A1	100%	100%	100%
206252	Moranbah Hockey Association Inc	Moranbah	Yes	A	100%	100%	100%
206711	Moranbah Horse and Pony Club Inc	Moranbah	Yes	A	100%	N/A	N/A
207810	Moranbah Junior Dirt Drag Club Inc	Moranbah	Yes	A1	100%	100%	N/A
206709	Moranbah Kart Club Association Inc	Moranbah	Yes	A	100%	100%	N/A
206707	Moranbah Motorcycle Riders Club Inc	Moranbah	Yes	A1	100%	100%	N/A
100686	Moranbah Neighbourhood Centre Association Inc	Moranbah	Yes	A	100%	100%	100%

Property ID	Organisation Name	Property Location	Application Received	Category	General Rate concession	Water Infrastructure Concession	Sewerage Infrastructure Concession
101118	Moranbah Neighbourhood Centre Association Inc	Moranbah	Yes	A	100%	100%	100%
210382	Moranbah Netball Association Inc	Moranbah	Yes	A	100%	100%	100%
206706	Moranbah Pistol Club Inc	Moranbah	Yes	A	100%	N/A	N/A
101100	Moranbah Race Club Incorporated	Moranbah	Yes	A1	100%	100%	N/A
206712	Moranbah Rodeo Association Inc & Moranbah Campdrafting Assoc Inc	Moranbah	Yes	A1	100%	100%	N/A
206710	Moranbah Speedway Association Inc	Moranbah	Yes	A	100%	100%	N/A
206759	Moranbah Tennis Association Incorporated	Moranbah	Yes	A	100%	100%	100%
210291	Moranbah Touch Football Association Inc	Moranbah	Yes	A	100%	N/A	N/A
210290	Moranbah X-Fit Inc	Moranbah	Yes	A	100%	N/A	N/A
200515	Nebo Community Sport & Recreation Club Inc.	Nebo	Yes	A1	100%	100%	100%
100422	Returned & Service League of Australia (Qld Branch) Clermont	Clermont	Yes	A	100%	100%	100%
104678	Sonrise Central Queensland Property Ltd	Clermont	Yes	A	100%	100%	100%
206531	Sporting Shooters Association Australia Dysart Branch Inc	Dysart	Yes	A	100%	N/A	N/A
203864	Sporting Shooters Association of Australia (Middlemount Branch) Inc	Middlemount	Yes	A	100%	N/A	N/A
210697	St Lawrence And District Bowls Club Inc	St Lawrence	Yes	A1	100%	100%	N/A

Property ID	Organisation Name	Property Location	Application Received	Category	General Rate concession	Water Infrastructure Concession	Sewerage Infrastructure Concession
210604	St Lawrence Public Sportsground Committee Inc	St Lawrence	Yes	A	100%	100%	N/A
102673	St Vincent De Paul Society Queensland	Clermont	Yes	A	N/A	100%	100%
103245	The Clermont Race Club Inc.	Clermont	Yes	A1	100%	100%	N/A
202229	The Corporation of The Diocesan Synod of North Queensland	Carmila	Yes	A	N/A	100%	N/A
200571	The Corporation of The Diocesan Synod of North Queensland & The Roman Catholic Trust Corporation for the Diocese of Rockhampton	Glenden	Yes	A	100%	100%	100%
204490	The Corporation of the Synod of the Diocese of Rockhampton	St Lawrence	Yes	A	N/A	100%	N/A
101076	The Corporation of the Synod of the Diocese of Rockhampton	Moranbah	Yes	A	N/A	100%	100%
202259	The Roman Catholic Trust Corporation for the Diocese Of Rockhampton	Carmila	Yes	A	N/A	100%	N/A
102039	The Roman Catholic Trust Corporation for The Diocese Of Rockhampton	Clermont	Yes	A	N/A	100%	100%
202863	The Roman Catholic Trust Corporation for The Diocese Of Rockhampton	Middlemount	Yes	A	N/A	100%	100%
100714	The Corporation of the Trustees of The Grand Lodge of the Royal Antediluvian Order of Buffaloes	Moranbah	Yes	A	100%	100%	100%
206082	The Creche and Kindergarten Association Limited	Moranbah	Yes	A	100%	100%	100%

Property ID	Organisation Name	Property Location	Application Received	Category	General Rate concession	Water Infrastructure Concession	Sewerage Infrastructure Concession
202853	The Creche and Kindergarten Association Limited	Middlemount	Yes	A	100%	100%	100%
201767	The Gowrie (QLD) Inc	Dysart	Yes	A	100%	100%	100%
200011	The Queensland Country Women's Association	Nebo	Yes	A	N/A	100%	100%
100389	The Scout Association of Australia Queensland Branch Inc.	Clermont	Yes	A	100%	100%	100%
202233	The Scout Association of Australia Queensland Branch Inc.	Dysart	Yes	A	100%	100%	100%
102012	The Scout Association of Australia Queensland Branch Inc	Moranbah	Yes	A1	100%	100%	100%
100865	The Trustees of the Moranbah Lodge No. 516 of Antient Free and Accepted Masons of Queensland	Moranbah	Yes	A	100%	100%	100%
203861	The Trustees of The Middlemount Moto Cross Club	Middlemount	Yes	A	100%	N/A	N/A
206705	Theresa Creek Water Sports Club Inc	Clermont	Yes	A	100%	N/A	N/A
103677	Twin Hills Campdraft Association In	Frankfield	Yes	A	100%	N/A	N/A

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	John Squire
AUTHOR POSITION	Manager Contracts and Procurement

9.4 CONTRACTS AND PROCUREMENT QUARTERLY REPORT

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview and status update of the Contracts and Procurement Department's operations.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receive and note the content of the report which provides an overview and status update of the Contract and Procurement department's operations.**

Resolution No.: CGFS0936

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Receive and note the content of the report which provides an overview and status update of the Contract and Procurement department's operations.**

Carried

BACKGROUND

The Contracts and Procurement department is responsible for;

- process leadership for establishing contractual arrangements for works or acquisition of goods and services.
- Cost effective and efficient management of warehousing and supply chain operations.

IMPLICATIONS

The attached documents are available to provide Council visibility into the operational aspects of the Contracts and Procurement department.

- FY25 Contracts and Procurement Business Plan, and;
- Contracts and Procurement Quarterly Report – February 2025

CONSULTATION

Director Corporate Governance and Financial Services
Contracts and Procurement Department

BASIS FOR RECOMMENDATION

The recommendation is to receive and note the content of this report which provides an accurate overview and status update of the Contracts and Procurement Department's operations.

ACTION ACCOUNTABILITY

The Manager Contracts and Procurement is responsible for the strategic direction and operational deliverables of the Contracts and Procurement Department, including reporting on delivery of its Business Plan and approved operational projects.

KEY MESSAGES

The Manager Contracts and Procurement will provide information on a quarterly basis to keep Council well informed of the performance and developing initiatives within the departments area of operations.

Report prepared by:

JOHN SQUIRE
Manager Contracts and Procurement

Date: Tuesday 4 February 2025

Report authorised by:

DARREN FETTELL
Director Corporate Governance and Financial Services

Date: Tuesday 4 February 2025

ATTACHMENTS

- Attachment 1 - FY25 Contracts and Procurement Business Plan
- Attachment 2 - Contracts and Procurement Quarterly Report – February 2025

REFERENCE DOCUMENT

- Nil

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES

CONTRACTS AND PROCUREMENT

BUSINESS PLAN FINANCIAL YEAR – 2024/2025

Prepared by: John Squire
Current as at: xx/xx/xxxx

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PURPOSE

The purpose of this Business Plan is to ensure the implementation of Isaac Regional Council's Corporate Plan through the programs, functions and services provided of the featured department.

The Business Plan influences the development of the Annual Operational Plan and Budgeting, identifying the performance measures that will determine how the Corporate Plan's outcomes are being achieved.

Business plans will inform the development of the annual operations plan of council, as well as operational and capital budgets, to identify projects that require concept briefs for approval, for new or unique capital and operational projects

SCOPE

The business plan applies to all operational functions of the department, supporting the strategic direction of the Directorate and Council.

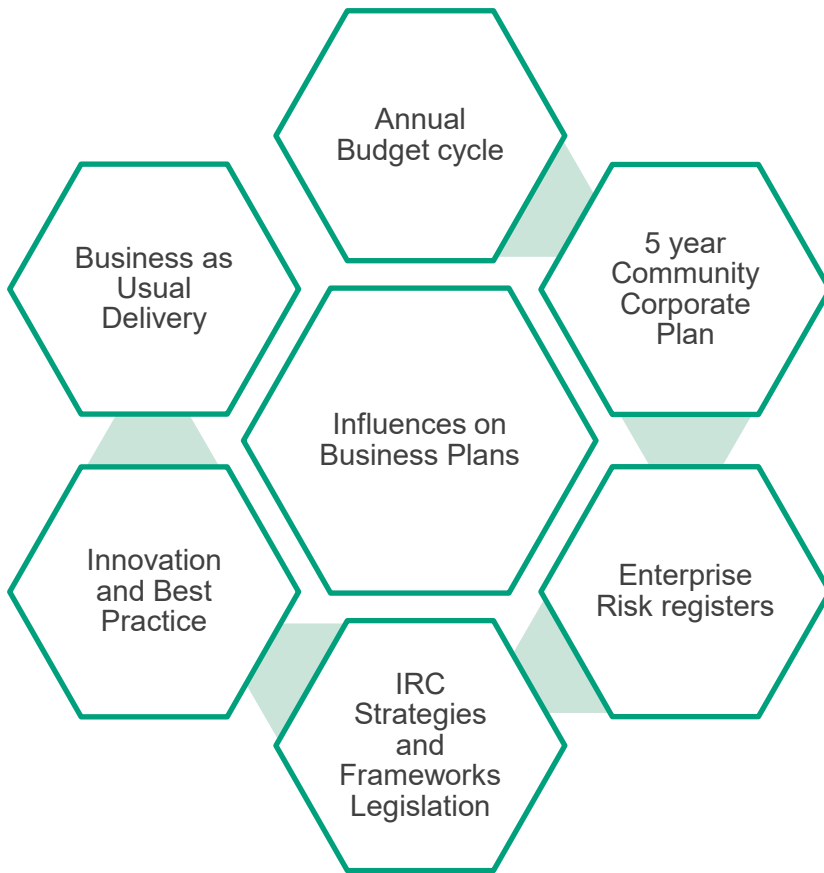
KEY FOCUS AREAS

We're delivering and in changing world. At Isaac, the how matters

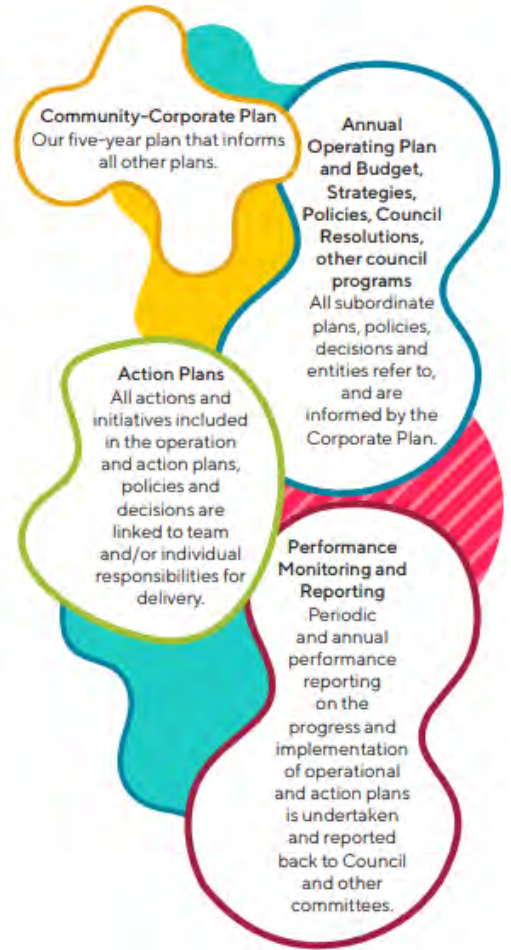


BUSINESS PLAN INFLUENCES

How the Business plan is the key link to all business activities.



OUR STRATEGIC PLANNING FRAMEWORK



HOW WILL WE MEASURE OUR SUCCESS?

Annual Operational Plan
Each year, Council adopts an operational plan. It captures key deliverables in that year based on the Community-Corporate Plan's goals and short-term priorities. The annual operational plan supports our annual budget process.

Annual Report
At the conclusion of each financial year, we produce a detailed annual report that reviews our performance and achievements. The annual report provides our community with concise operational and financial information about our performance against the priorities and service delivery commitments set out in the corporate and operational plans.

Quarterly Performance Report
Every three months, a quarterly performance report is prepared and presented to Council by the Chief Executive Officer. This report outlines performance and progress on priorities identified in the Community-Corporate Plan as well as organisational performance.

Council Reports
Over the life of the plan, additional progress reports may be submitted to Council detailing specific achievements against the Community-Corporate Plan.

Isaac Community Satisfaction Survey
We conduct the Isaac Community Satisfaction Survey every two years to gauge our community's satisfaction with the services we are delivering. The information gathered from the survey helps us maintain or review priorities and service delivery commitments.

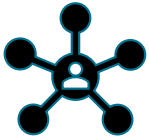
Other
There will be instances where Council will not have primary responsibility or control over delivery and outcomes. Instead, Council may have shared responsibility or may influence outcomes. These may be reflected within other reporting mechanisms.

CONTRACTS AND PROCUREMENT PLAN ON A PAGE

DEPARTMENT NAME Contracts and Procurement

DEPARTMENT OBJECTIVES

To drive the strategic development and strength of the procurement, contracts and supply chain functions and deliver sustainable quality outcomes in an environment of workplace health and safety best practice, effective procurement governance, superior service delivery and the achievement of best value for money



KEY FUNCTIONS

Fair and transparent sourcing for contractual arrangements. Process leadership for acquisition of goods and services. Cost effective and efficient management of warehousing and supply chain operations.

OVERVIEW

KEY STAKEHOLDERS

Council, ELT, Directorate Project Managers.

RESOURCES

Human resources skilled in management of procurement processes and warehouse management.
Technology 1 (ERP system), VendorPanel (market engagement platform), LocalBuy (sourcing via pre-qualified panel arrangements).
Materials and warehouse storage locations at Moranbah, Clermont, Nebo and St Lawrence.

KEY STRATEGIES

Corporate Plan
Annual Operation Plan
Budget
Digital Strategy



STRATEGY

KEY LEGISLATION

Local Government Act 2009
Local Government Regulation 2012
Information Privacy Act 2009 (and IP Regulation 2009)
Public Sector Ethics Act 1994
Public Records Act 2002
Right to Information Act 2009 (and RTI Regulation 2009)
Integrity Act 2009
Queensland Fair Trading Act 1989
Australian Competition and Consumer Act 2010

KEY INFLUENCES

Procurement Policy
Local Preference Policy
Capital Works program
Operational Works program
Audit and Risk recommendations



INFLUENCES AND RISKS

KEY RISKS

Staff retention and attrition.

Technology 1 CiA implementation suitability of CiA to support Sourcing

Legislative changes

KEY BUSINESS AS USUAL

(TOP 5)

Providing advice to stakeholders on the interpretation of legislation, regulation and policy to achieve compliance.

Facilitate market engagement for procurement activity of Capital and Operational works over \$15k.

Training and education of procurement process requirements.

Issue Purchase orders through the Tech1 system.

Maintain adequate stock holding of spares and consumables within store locations and manage supply chain redistribution.



PRIORITIES & PROJECTS

KEY OPERATIONAL PROJECTS

Transition from T1 Ci to T1 CiA. Requires revision of material codes x location.

CiA implementation of additional modules to support Contract Management and Spend Analysis.

Establishment of Register of Pre-Qualified Suppliers (RPQS) for Wet/Dry hire of plant and various Trade services.

Revision of Contract templates to reflect changes in legislation regarding Unfair Contract Terms.

KEY CAPITAL PROJECTS

The Contracts and Procurement Departments do not have any capital works projects, however assists other departments and directorates in sourcing suppliers and establishing the contractual arrangements that govern the delivery of their capital works programs. A Procurement Program for FY24/25 has been developed, compiling both operational and capital works planned across all council business units.

DEPARTMENT OVERVIEW

OUR OBJECTIVES

The Contracts and Procurement department is committed to;

- providing a range of specialist procurement and commercial services and advice to support its internal and external customers and stakeholders, and assist them to meet their prioritised objectives and responsibilities in a timely and responsive manner.
- ensuring goods and services are sourced in a fair and ethical manner, with minimal risk and still demonstrate the best value, in terms of cost, and quality whilst considering social, economic, and environmentally sustainable aspects.

OUR FUNCTIONS AND SERVICES

The Contracts and Procurement team delivers a range of services under the following programs:

DEPARTMENT OUTPUTS

OUTPUT	FREQUENCY	INTERNAL/EXTERNAL
Advice to stakeholders on the interpretation of legislation, regulations and policy	Daily	Internal
Procurement, contract and commercial guidance and advice to stakeholders	Daily	Internal
Maintenance of Procurement Policies, Standards, Guidelines and Templates	On-going with annual review	Both
Coordinate RFx (Tenders / Quotations)	Daily	Both
Coordinate Expressions of Interest	As required	Both
Validation and accuracy of RFx documentation	Daily	Internal
Commercial specifications	As required	Internal
Coordinate requests for information	Daily	Both
Probity Advice	As required	Internal
Coordinate Response Clarifications	As required	Both
Verification of Recommendation Report information and scrutinization of RFx Evaluations	Daily	Internal
Contractual arrangements	Daily	Both
Letters of Award	Daily	Both
Public Notice for large contracts	Monthly	Both
Contract Variations	As required	Internal

Contract Extensions	As required	Both
Training and education documentation and services	On-going	Internal
Advice on the use of “procurement” systems and processes	Daily	Internal
Validation of requisitions and compliance with Policy	Daily	Internal
Purchase Order processing (Direct and Stock)	Daily	Both
Exception Reporting	As required	Internal
Maintain warehouse using 5s principles	Daily	Internal
Perform inventory management tasks for stores stocked items– Ordering, Goods Receipt, Goods Issues,	Daily	Both
Stocktakes, and Stock reconciliations	Bi-annually	Internal
Manage Fuel	Daily	Both
Dispose of items no longer of use	Every 2nd year	Both
Compliance Reporting	Monthly	Internal
Liaison and Representation (Government departments, other councils, industry associations, community groups and associations and professional associations)	As required	External

PEOPLE RESOURCES (AS AT SEPTEMBER 2024):

UNIT	NUMBER OF STAFF	TENURE TYPE
Management	1	Full time
Contracts and Procurement	3	Full time
	1	Part time
Stores and Supply Chain	3	Full time
	1	Temp (1 day/week)

KEY CUSTOMERS/STAKEHOLDERS

INTERNAL	EXTERNAL
Elected members	State Government Departments
Chief Executive Officer	Major suppliers
All staff	Local Government Association of Queensland (LGAQ)

Peak Services

Local Buy

Vendor Panel

Suppliers and Contractors

STRATEGIES INFLUENCING DEPARTMENT

This section identifies the relevant legislation and internal Council strategies relevant to the day-to-day operations and long-term planning instruments for effective operations of the Department activities.

STRATEGIES INFLUENCING DEPARTMENT

REFERENCE PLANS	DEPARTMENTAL LINKS
Vision & values	We're delivering in a changing world. At Isaac, the how matters. <u>Strategic Objective Themes.</u> Leading and enabling a changing world Engaged communities.
Community Corporate Plan	Inclusive growth for a progressive economy Liveability through design and infrastructure Vibrant natural assets Governance for accountability
Annual operational plan	Includes the themes and strategies of the corporate plan and items in this business plan as to identifying priorities of projects and services.
Asset management plan	Asset class plan
Project management framework	How the project will deliver value.
Enterprise risk management Framework	How we identify and manage risks.
Management Plan and Objectives Procedure	How the business planning process is managed at Isaac.

LEGISLATIVE INFLUENCES ON DEPARTMENT

REGULATION	RELATED POLICIES
Local Government Act 2009 (LGA 2009)	Local Preference Policy
Local Government Regulation 2012	Procurement Policy
Queensland Fair Trading Act 1989	
Australian Competition and Consumer Act 2010	
Information Privacy Act 2009 (& IP Regulation 2009)	Quality Management Policy
Public Records Act 2002	

Public Sector Ethics Act 1994

Integrity Act 2009

Right to Information Act 2009 (& RTI Regulation 2009)

Work Health and Safety Act Queensland 2011 WHS Policy Statement and Health and Wellbeing Policy Statement

Environmental Environmental Management Policy

DEPARTMENTAL INFLUENCES AND RISKS

DEPARTMENT INFLUENCES/IMPACTS

The following table summarises the various current and emerging influences on the Department at this time, that will have an impact on the business.

INTERNAL/ EXTERNAL	POTENTIAL IMPACT	RISK OR OPPORTUNITY
Internal	Capital Works Program	Risk
Internal	Grants / funding applications influence on timeframes	Risk
Internal	Recommendations and findings of Internal Audits	Opportunity
Internal	Systems related opportunities to improve business processes and category expenditure analysis	Opportunity
Internal	Budget projections vs Project timelines	Risk
Internal	Preference to local suppliers, influenced through Council and Economy and Prosperity team.	Risk
External	LGAQ/Local Buy contracting and systems activity	Opportunity
External	Marketplace conditions	Risk (currently)
External	Recommendations and findings of External Audits	Opportunity
External	Recommendations and determinations of regulatory bodies such as the Crime and Corruption Commission, and the ACCC	Opportunity
External	Relationships with State Agencies in particular the Office of the Assistant Director General Queensland Government Procurement	Opportunity
External	Legislation changes to Unfair Contract Terms regime.	Risk
External	Legislation changes to BIF Act for Project Trust Accounts and Retention Trust Accounts.	Risk

External	Legal, regulatory risks (International Free-trade Agreements, National Procurement Agreement, Trade Practices Act, BCIPA and other State Government Initiatives with respect to Construction Law)	Risk
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DEPARTMENT IDENTIFIED RISKS

The following matrix summarises the various current and emerging risks impacting on the deliverables of the Department.

REGISTER REFERENCE	DESCRIPTION OF RISK	RISK REGISTER REF #	MITIGATION ACTIVITIES REQUIRED
Operational risk register	Non-compliance with LG Act and Regulation - Procurement	CORP0009	Continue with the procurement training program, and promotion of both the Procurement Decision Matrix and Contracting Procedure.
Operational risk register	Theft and Pilferage (Shrinkage) of IRC Equipment, Stores and Fuel at Depots	CORP0026	Tighten access to stores through defined hours of collection and implementation of internal/store requisition process. Further consolidation of store operations and substitution with delivery service.
Operational risk register	Contract award and commencement controls	CORP0037	Implementation of Contractor Management module with CiA implementation.
Internal audit risk register	Limited Strategic Procurement Planning	4.1	Introduced role of Strategic Sourcing Officer to perform organisational oversight and develop a Procurement Plan for FY24/25 of both Capital and Operational projects.
Internal audit risk register	Inconsistent understanding of Procurement Processes	4.2	Continue with the procurement training program, and promotion of both the Procurement Decision Matrix and Contracting Procedure.
Internal audit risk register	Limited monitoring of exception reporting	4.3	Addressed through the reports to Council, Audit and Risk Committee, and the directorate team meetings.
External audit risk register	As per findings		Findings and actions are discussed through the Contracts and Procurement team, in Directorate team meetings and Audit Risk Committee forums.

DEPARTMENT PRIORITIES AND PROJECTS

KEY PRIORITIES OF DEPARTMENT OUTPUTS

The key priorities and outputs are to deliver the functions and services of department business and include **operational and capital projects and activities** against the corporate management plan.

Current Year

CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET	MEASURE OF SUCCESS (KPI)
Digital Strategy	CiA transition and implementation preparation including the Contract Management and Spend Analysis modules		Go-live to occur successfully
	Creation of a Procurement Plan for FY24/25 and use to track delivery of Capital and Operational projects.	OPS (no additional funding required)	Projects are captured and visibility provided at Director level
	Embed 5S principles and consolidation of materials at warehouses.	OPS (no additional funding required)	STL and CLM re-organised. Remaining inventory removed from DYS and MMT.

Ongoing or Future Years

PROPOSED FY	CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET
25/26		Implement cycle counting processes for stocktakes. Follows CiA implementation.	OPS (no additional funding required)
25/26		Improve stock ordering processes. Follows CiA implementation. Will require a better understanding on behalf of Stores Officers of principles such as safety stock, reorder points, inventory turnover, demand planning.	OPS (no additional funding required)
25/26		Embed Strategic Sourcing processes and Procurement Program of Works.	OPS (no additional funding required)

CONTRACTS AND PROCUREMENT

QUARTERLY UPDATE
FEBRUARY 2025

Current as at 04.02.2025

Presented by **Manager Contracts and Procurement**

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EXECUTIVE SUMMARY

This report is a quarterly update for the Contracts and Procurement Department presented in February 2025 for the period 01/11/2024 to 31/01/2025.

HIGHLIGHTS

- Wet and Dry Hire of Plant - panel established
- TechnologyOne CiA Supply Chain Management (SCM) Implementation - progress reviewing material codes, process workflow diagrams and evaluation process
- Training and education sessions held
- Procurement Program 24/25
- Xmas and New Year periods passed without incident.
- Establishment of Fleet and Stores working group
- Restructure of store layout. St Lawrence completed. Nebo 90% complete. Clermont 90% complete.

3-MONTH OUTLOOK

- Revision of Contract templates
- Meet the Buyer – local sessions to be held in Moranbah and Clermont, in association with Greater Whitsunday Regional Economic Development.
- Tender for Trade services (plumbing, electrical, HVAC, etc) will follow the “Meet the Buyer” market engagement
- Auction for redundant items
- Tender for Janitorial and Washroom supplies
- CiA Implementation – material codes review (ongoing)
- Stockholding revised (Fleet spares)

EMERGING ISSUES

- Record keeping through ECM to align with C & P filing practices

FINANCES

- Actual expenditure remains within budget, notwithstanding ongoing requirement for an additional temp resource to perform the Dysart/ Middlemount delivery service.

RESOURCES

- Team is fully staffed with no vacancies. Staff level remains appropriate for workload.

Highlights



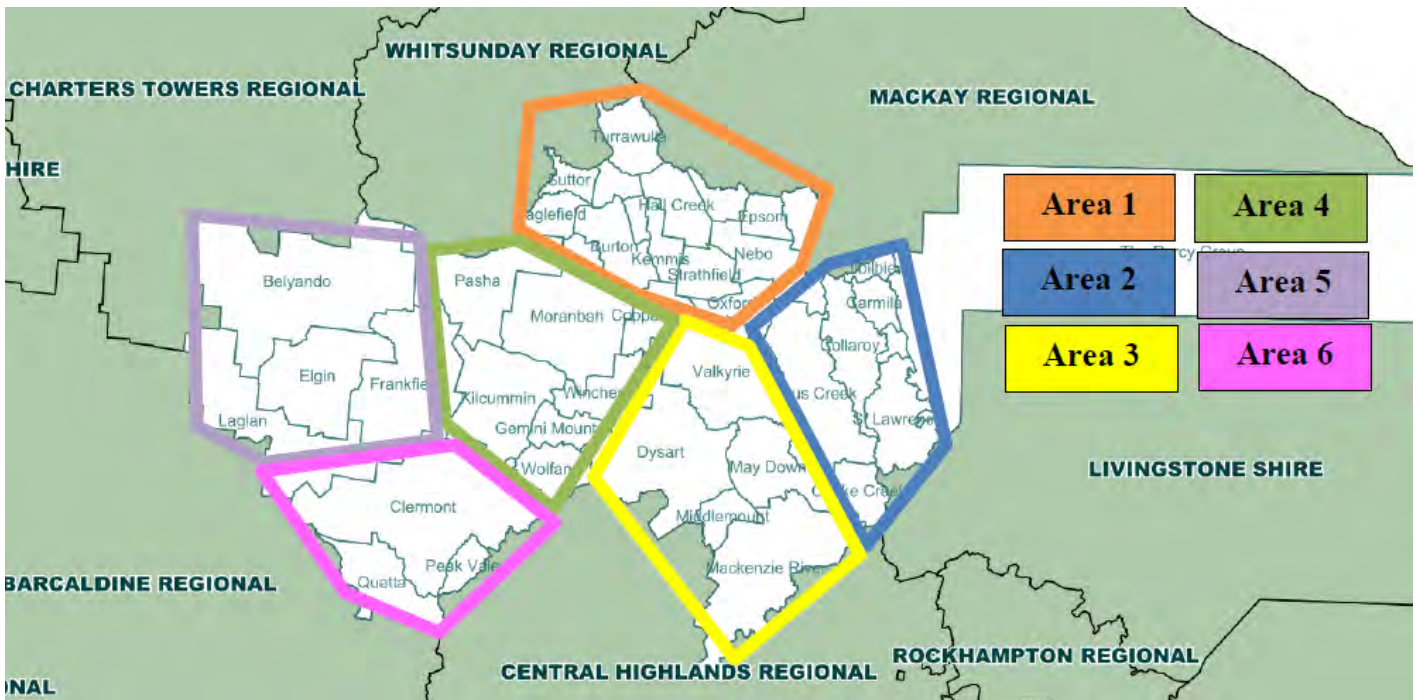
1.1. WET AND DRY HIRE OF PLANT

OVERVIEW

The panel arrangement for Wet and Dry Hire of Plant provides Council with an accessible directory of approved Contractors / Suppliers, complete with their corresponding hire rates for the hire of plant and equipment. The contract commenced on 1 December 2024 for an initial term of two years, with two extension periods of twelve months each. The contract includes fixed schedule of rates pricing, subject to annual price reviews in accordance with relevant CPI indexation.

Due to the variable cost of mobilisation and demobilisation depending on the supplier's location and proximity to the works, the arrangement has been structured with segmented geographic areas within the Isaac region as follows:

- Area 1 North
- Area 2 East
- Area 3 Central
- Area 4 Kilcummin & Wolfgang
- Area 5 West North
- Area 6 West South



Structuring the arrangement this way permits IRC staff to efficiently determine which supplier is the best option to provide the service for each discrete engagement without the need to ask the short listed, pre-qualified suppliers to quote each time. The assessment criteria and scoring are used from the evaluation of responses, which only leaves the duration of each engagement to be applied to the schedule of rates to determine a price and overall ranking of the panelists. If the first-choice supplier for the region is unavailable, the next best supplier can be approached and so on.

APPOINTED SUPPLIERS

Following the evaluation phase, it was decided not to include two of the Respondents onto the Panel. This decision was primarily due to the high costs associated with mobilisation and demobilisation from their place of business, and due to having other contractors who are geographically closer and can provide the same equipment, thereby ensuring more cost-effective and efficient operations.

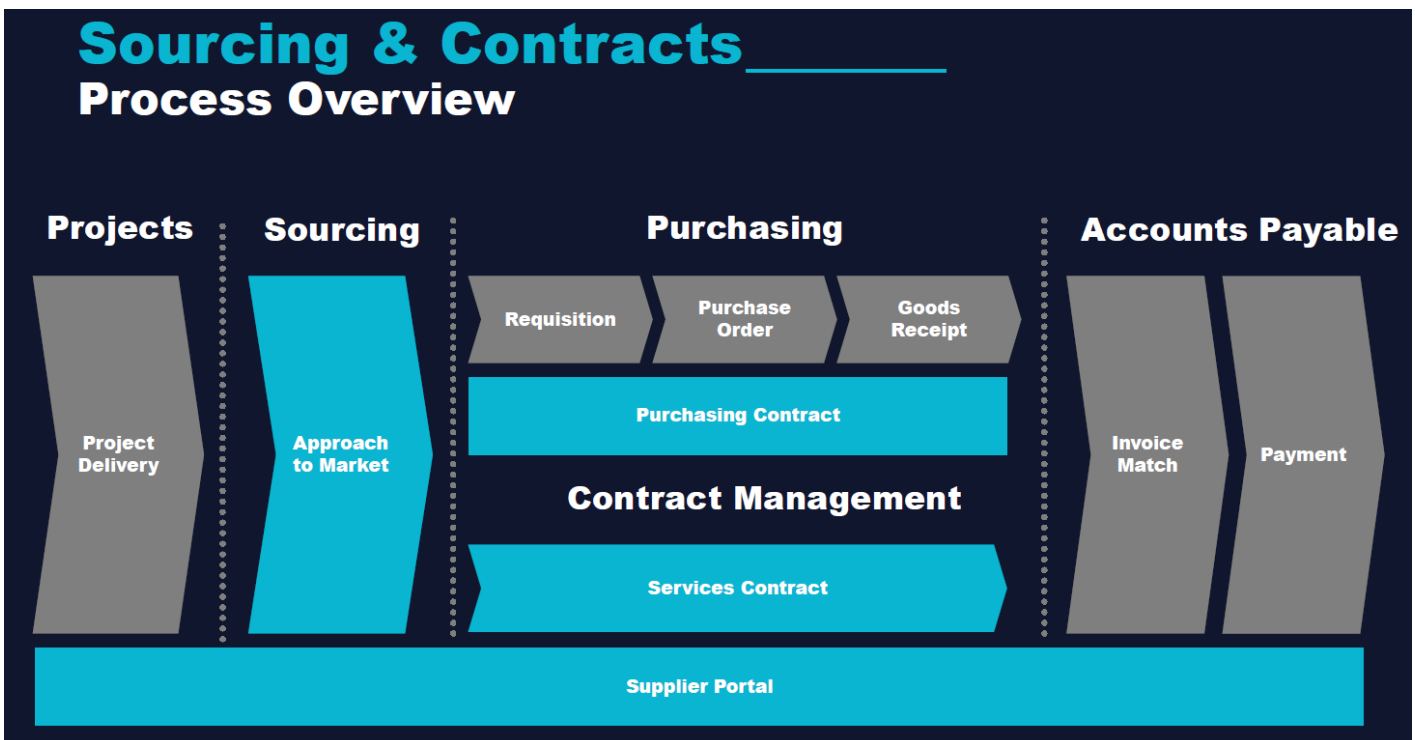
Note; Some suppliers declined to submit an offer for all areas, preferring to only service their immediate locations. The complete list of vendors appointed to the panel are;

Vendor	ABN
Am Earthmoving (QLD) Pty Ltd	87 638 103 198
Anthony Phillip Graham	30 131 596 339
Bennett Contracting and Plant Hire Pty Ltd	26 154 343 389
Brooks Hire Services Pty Ltd	20 008 975 988
G & R Brown & Sons Pty Ltd T/A Brown Contractors	33 154 911 609
BRW Transport & Quarries Pty Ltd	96 085 637 010
Clermont Hydraulics & Produce Family Trust T/A Belyando Produce	40 104 510 870
Cooper McCullough Group Pty Ltd	62 644 700 989
CQ Mining Hire Pty Ltd	99 160 878 419
Lou's Contracting Services Pty Ltd	13 118 747 780
DG Services Pty Ltd	75 159 716 793
Dufty Earthmoving & Plant Hire Pty Ltd	51 072 313 538
Durack Civil Pty Ltd	35 633 665 380
Elite Bitumen & Asphalt No 1 Pty Ltd	56 665 147 302
Ellis Stabilising Pty Ltd	96 144 885 334
Fairbrother Vegetation	43 884 208 778
Flexihire Pty Ltd	95 010 108 559
G. & G. Markwell Pty Ltd	46 056 466 767
Gudjala Pty Ltd	71 680 255 921
Hawk Plant Hire Pty Ltd	37 616 534 251
HSM Contracting Pty Ltd	98 152 534 588
Jeff Read Earthmoving Pty Ltd	29 149 427 092
K2 Plant Hire Pty Ltd	43 668 563 979
Koumala Excavation Pty Ltd	82 159 536 562
LD & LJ Hillery Pty Ltd	82 633 919 990
Luke Morrison Plumbing Pty Ltd T/A LMP Project Services	46 130 064 005
Nixon Plumbing Pty Ltd	39 088 324 350
Onsite Rental Group Operations Pty Ltd	74 126 102 485

Premiair Services Pty Ltd	31 074 651 951
Queensland Central Bitumen Pty Ltd	44 134 294 723
Rollers Queensland	50 087 309 091
Sarina Crane Hire Pty Ltd	13 125 818 760
Seaforth Civil Pty Ltd	91 119 032 450
Sherrin Rentals Pty Ltd	52 074 176 756
Specialised Pavement Services Pty Ltd	46 076 353 887
The Robertson Family Trust T/A Mark Robertson Earthmoving	31 314 136 691
The Trustee for the BD & SM Lawrence Trusty T/A BSL Earthmoving	32 648 401 529
Trafquip Pty Ltd	13 124 765 760
Transformation Earthmoving	82 779 058 971
Tutt Bryant Hire	59 087 847 489
Verax (formerly Clermont Plant Hire Pty Ltd)	26 662 372 107
WC Wall Transport Pty Ltd	42 838 871 794

1.2. CIA SCM IMPLEMENTATION

The following visual provides an overview of the Technology One CiA Sourcing to Contract (S2C) and Procure to Pay (P2P) processes.



A key argument for using Tech1 across the entire Source to Contract (S2C) and Procure to pay (P2P) cycles is the streamlining of process with end to end visibility. There are benefits in having a seamless end to end solution across its functional modules. However as with many ERP systems, CiA has its strengths and its weaknesses across the suite of Supply Chain Management (SCM) modules.

Noting the underlying principle for the Ci upgrade to CiA is to adopt not adapt, (which makes sense from the perspective of system maintenance), the procurement team have formed an opinion of the best solution for council following a number of demonstration sessions which involves using all standard CiA functionality to the exclusion of Sourcing which we recommend continues to be performed through VendorPanel.

MATERIALS MANAGEMENT

Initial review performed analysing the materials currently in the Ci system to determine which of these items will be brought forward into the CiA version.

A key focus will be to align the product codes and the material group codes and descriptions with United Nations Standard Product and Services Code (UNSPSC) classification principles. This will benefit the team by grouping like products in the system to streamline stocktake with the intended implementation of cycle counting and automated ordering. Further there are benefits for data analysis that can be used to assist strategic sourcing efforts.

The team continue to review the material descriptions for consistency and easy identification as well as reviewing each material by location to determine the Material Requirements Planning (MRP) parameters for order automation.

SOURCING

The Procurement team are unanimous in the opinion that T1 CiA sourcing module lacks the functionality of our current sourcing program VendorPanel.

For the most part CiA does an acceptable job within the P2P space, however the S2C area does have some downfalls in terms of the market engagement and sourcing processes, which is why we are recommending that we continue to use VendorPanel for Sourcing.

Vendorpanel is the dominate sourcing product, used by 70 of 77 QLD local Governments and will soon be adopted by 90 QLD state government agencies as they migrate from Qtenders.

It should also be noted that this recommendation mirrors the findings of many other councils, however, please note that we are not blindly following in the footsteps of others, having made this determination by our own critical analysis of the products prior to discussing with peers from other council organisations and identifying which systems other councils have elected to implement.

TechnologyOne CiA allows for sourcing interactions with parties that are either already suppliers on our database or that are specifically invited to provide a response and therefore CiA Sourcing will still be worthwhile for low value invitations (ie <\$15k) on our short form template. (As with VP, there are no “shipped” templates, rather we provide these as “external documents” that are visible to external parties).

As the CiA instance is specific to Isaac Regional Council it does not have the market reach of VendorPanel, which makes it ineffective for open tenders.

In addition, LocalBuy has had a longstanding partnership with VendorPanel (“NexGen”) and is an important source of market engagement for IRC. CiA was not proven to have the same interconnections with LocalBuy during the demonstrations.

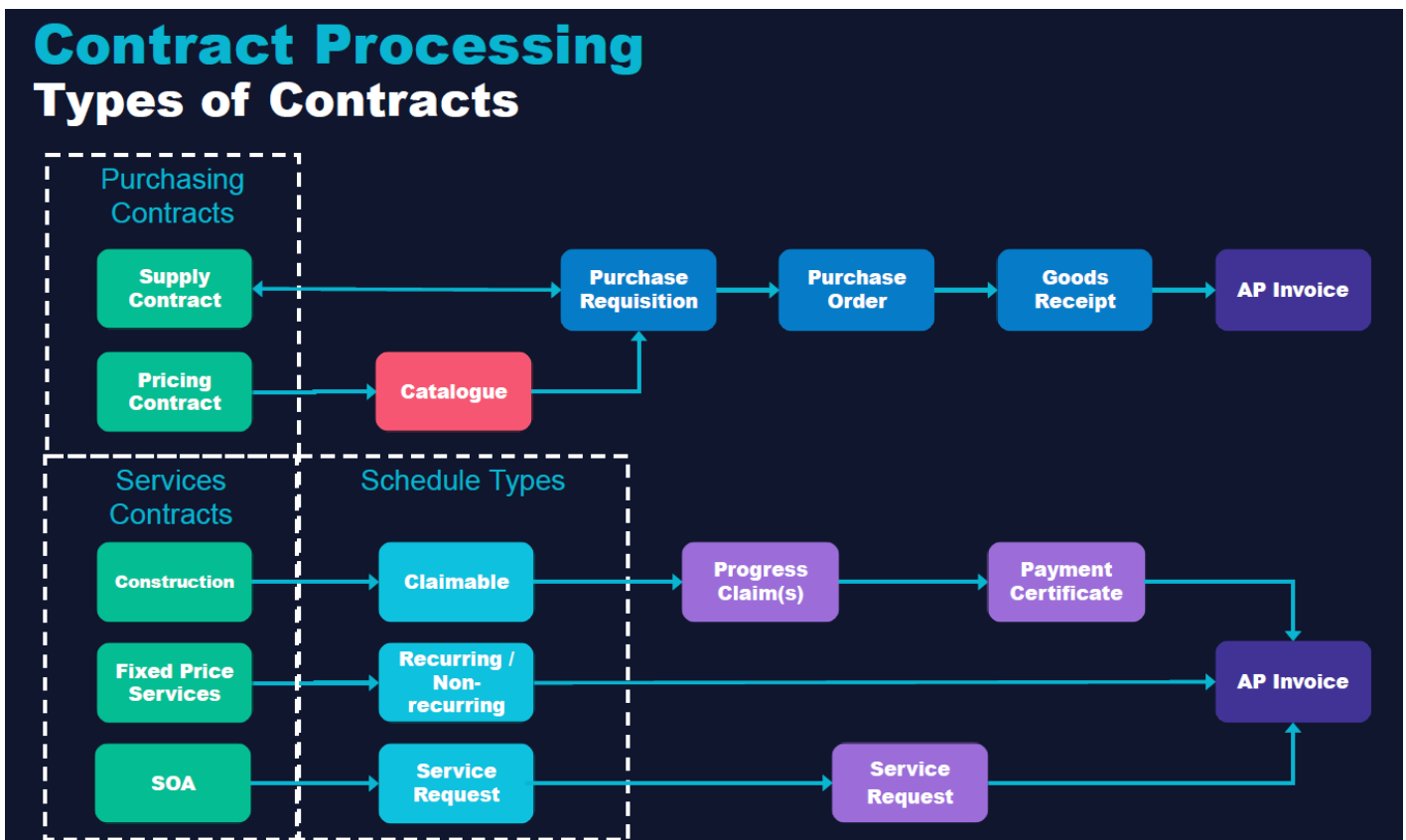
In terms of functionality, it becomes apparent that CiA is less mature in the development of the Sourcing module than the VendorPanel solution, with inflexible processes that do not account for sourcing practicalities around evaluation processes. It has linear sequencing and does not allow for return of steps ie

following an initial evaluation, if a clarification request is required it does not permit re-opening previous steps for submitting a response and re-evaluation.

Process flow diagrams are being developed to demonstrate how this shall work between Technology One and VendorPanel.

CONTRACT MANAGEMENT

The CiA Contract Management repository is sufficient for our needs and due to the integrations with Purchasing and Financials within the P2P area, it provides a more streamlined procurement process. It is proposed that we adopt this over Lucidity.



SUPPLIER PORTAL

The Supplier Portal will be used for contractors to update their details, bank information, qualifications, insurances, inductions and onboarding etc. Suppliers can respond to simple RFQs, submit invoices through the portal and track payment progress. It can also be used when performing reviews to provide feedback to suppliers. This will supersede Lucidity.

1.3. TRAINING AND EDUCATION

TRAINING SESSIONS

Procurement and Requisition training addresses basic understanding of Procurement Policy, Regulation requirements, how to obtain quotes easily to meet Policy, understanding & completing the Purchase Requisition Quote Form, Local Buy & RPQS/PSA panels overview with time for specific questions. We also cover the steps to raise a requisition correctly in TechOne including key tips on navigating through the screen, shortcuts, mandatory requirements and the approval process with time for specific questions in each session.

During the reporting period Procurement and Requisition training was held on 19/11/2024 and the 21/01/2025. The session held on the 19/11/2024 was fully booked.

The schedule for the 2025 calendar year has been published on the Council intranet.

Day	Date	Location	Time
Tuesday	21 January 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	18 February 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	18 March 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	15 April 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	13 May 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	10 June 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	15 July 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	12 August 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	16 September 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	14 October 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	11 November 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm
Tuesday	9 December 2025	Lords Table Room OR via Teams	10:00 am – 12:30 pm

TRAINING INFORMATION

Additional training information has recently been published on the Procurement section of the Council intranet (IRIS) for ease of access and self-paced education.

1.4. PROCUREMENT PROGRAM FY24/25

A concerted effort to capture the breadth of operational and capital projects planned by the various departments commenced in May 2024 and was finally collated in September 2024 into a Microsoft Project file. The purpose was to understand the timing and impact on resources, particularly leading up to the Christmas and New Year period where staff become unavailable and many suppliers close for an extended period of time. This highlighted the need for proactive procurement and where possible expediting certain

tasks to ensure the best result possible from the sourcing activity. As a result October and November and early December were particularly busy for the Procurement team. There were still a few late internal submissions that were required to be issued to market in order to meet external funding timeframe hurdles, however this period was generally well handled, which we attribute to this effort in planning.

1.5. FLEET AND STORES WORKING GROUP

The weekly catch up between departments discusses;

- Upcoming scheduled preventative maintenance requirements. (two week horizon) To provide visibility into which vehicles will be serviced and can ensure sufficient stocks are available.
- Visibility into retiring fleet, so that spares stock can be managed to minimize redundancies and write-offs.
- Changes in types of spares to be held (PM kits / individual filters or both)
- Stock holding levels and changes in usage patterns, ie vehicles changing base location.
- Changes to internal maintenance plans. ie if we are unable to service vehicles internally and need to outsource; which vehicles will this effect and can we still utilize store stock to maintain stock rotation.
- Approach to slow moving / stagnant spares
- New materials requests
- Access and availability (ordering through the system so spares are picked and packed in preparation for use)

1.6. STORES LAYOUT RESTRUCTURE

ST LAWRENCE

The clean-up effort for the St Lawrence unmanned store was largely completed by October with a few items that were potentially of historical importance the only things unresolved. These have since been handed to the museum. The final result is very pleasing with the space being used only for stocked items in one half of the building with the other half open for temporary storage if required.

NEBO

The Nebo store has been the recipient of the compactus that had been languishing for over a decade on the Moranbah Depot mezzanine floor. It has been repurposed and is now used within the Nebo store for holding vehicle spares. The intent is to relocate the items held within the old shipping container outside into the caged area.

In addition, some redundant racking from Clermont has been relocated to Nebo where it can be put to better use.

CLERMONT

Following review from the June 2024 stocktake an opportunity for improvement was identified through reorganisation within the store. The Clermont Store has undergone a significant refresh based on 5S warehousing principles (Sort, Set in order, Shine ie clean, Standardise and Sustain). The losses identified from that stocktake have largely been recouped / accounted for with multiple contributing factors. Taking the opportunity around reorganisation of the warehouse space and improve clear labelling of items allowing for easy identification of stored products is aimed to improve accessibility for all areas of Council and associated notification / record keeping for stores items.

3 – Month Outlook

2.1. CONTRACT TEMPLATE REVIEW

In November 2023, changes were made to legislation in an effort to address market imbalances of power, by imposing fines to a broader range of contracts, where previously such contract clauses would have been declared void without penalty.

A contract term is considered unfair if it;

- would cause a significant imbalance in the parties' contractual rights and obligations;
- is not reasonably necessary to protect the legitimate interests of the party advantaged by the term; and
- would cause detriment (financial or otherwise) to a party.

However, the principle of fairness is assessed on the contract as whole and whether an appropriate balance has been struck between the legitimate commercial interests of the business and the detrimental effect of the term if enforced.

This may include terms such as;

- limitation of liability clauses;
- termination for convenience clauses;
- unilateral variations or extensions;
- automatic renewals;
- terms requiring contractors to provide evidence of insurance
- policy wording;
- terms that refer to a party acting in its 'sole discretion';
- non-disparagement clauses;
- exclusivity clauses; and
- non-reciprocal obligations.

To address this concern, IRC will perform a revision of the standard IRC bespoke contract templates and the list of departures applied to the Australian Standard (AS) suite. We have been approached by a legal firm who have volunteered their services to perform a review of our bespoke contract templates to advise if we are at risk and pending the outcome of the initial investigation we may need to engage a legal advisor to draft alternative clauses.

In addition, to avoid the fees associated with purchasing the AS contract documents (AS4000 and AS4902 etc), IRC currently contract with a party by referencing these documents only, and instead attach specific clause departures. This does pose some difficulty in being able to read and interpret the contract because we don't provide the base document. We are considering altering this practise for Major Works contracts only pending the review and cost/benefit analysis of supplying the full AS contract document.

2.2. MEET THE BUYER

Discussions have commenced with the Department of State Development, Infrastructure and Planning for a joint project initiative to engage with the local business community. The "Meet the Buyer" event will give local businesses an opportunity to promote their businesses, network with peers, discuss upcoming work opportunities, and to find out about how to do business with IRC.

These sessions will be expanded to involve contributions and participation from the PECS directorate to encourage the development of local business and industry.

The format will involve presenting information to the group and participating in the “speed dating” for one-on-one discussion.

The intention is to hold the sessions in Moranbah and Clermont in the newly completed Isaac Events Centre and the Clermont Showgrounds Pavilion around the beginning of April.

2.3. TRADE SERVICES

Following the Meet the Buyer event, the Contracts and Procurement team will proceed with the market engagement for the purpose of establishing panels of suppliers for trade services on behalf of IRC. The arrangement will be similar in operation to the recently established Wet and Dry Hire of Plant arrangement in that it will utilise the same regions and structure with a schedule of rates. Each discrete engagement thereafter will be assessed according to the same evaluation criteria and scoring as previously determined by the evaluation panel and a price calculated by an estimate of the duration and the established schedule of rates. The best supplier will be afforded the first opportunity to confirm their availability.

Categories include the following;

Classification	Description	Licence requirements
Arborist Consultant	<ul style="list-style-type: none"> • Consultant • Supervisor 	<ul style="list-style-type: none"> • AQF Level 5 Diploma in Arboriculture • AQF Level 6 Diploma in Arboriculture
Arborist Practising (Tree Lopping and Removal)	<ul style="list-style-type: none"> • Tree pruning/removal • Stump grinding • Weather related emergency works • Public management and control in accordance with this specification. • Setting out the works and clean up after completion of activities each day • Recording and reporting on works undertaken • Disposal of Materials 	<ul style="list-style-type: none"> • AQF Level 3 in Arboriculture
Automatic Doors Automatic Gates Roller Doors (electric)	<ul style="list-style-type: none"> • Supply and install new automatic doors. • Service, repairs and maintain existing automatic doors. • Condition and asset reporting • Roller doors ranging in height to 3m 	<ul style="list-style-type: none"> • QBCC License
Builders	<ul style="list-style-type: none"> • Property repairs and maintenance • Minor construction projects • Condition and asset reporting • Building restumping 	<ul style="list-style-type: none"> • QBCC License
Building Inspectors	<ul style="list-style-type: none"> • Undertake condition and asset reporting • Provide building certifications 	<ul style="list-style-type: none"> • Certificate IV in Building and Construction

Carpentry	<ul style="list-style-type: none"> • General repairs and alterations • Construction of walls, decks, stairs, roofs and building etc • Exterior and interior finishing works 	<ul style="list-style-type: none"> •
Cleaning	<ul style="list-style-type: none"> • Make safe cleaning • Remediation cleaning 	<ul style="list-style-type: none"> • IICRC Certification (min) • Applied mould remediation technician. • Trauma and crime scene technician
Concreting Services	<ul style="list-style-type: none"> • General repairs • Footpath construction • Concrete cutting, grinding and removal of unwanted materials 	<ul style="list-style-type: none"> • QBCC License
Electrical trade services	<ul style="list-style-type: none"> • General Electrical Works. • Testing of RCD's. • Installation of new electrical cabling. • Repairs and maintenance of existing electrical infrastructure. • Replacement of lighting fixtures and tubes, bulbs etc. • The repair of defects that affect the immediate and continued functioning of Council facilities. • Condition and asset reporting. • After hours requirements. 	<ul style="list-style-type: none"> • Electrical Contractors License in accordance with the <i>Electrical Safety Act 2002</i> and the <i>Electrical Safety Regulations 2013</i>. • QBCC License
Electrical / Mechanical pumps	<ul style="list-style-type: none"> • Repairs and maintenance of Small, and domestic pumps. • Repairs and maintenance of Water Fountains. • Service and Maintenance of generators. • Service and Maintenance of switchboards. • Thermographic scanning and completion of thermographic condition report. 	<ul style="list-style-type: none"> • Electrical Contractors License.
Test and Tag	<ul style="list-style-type: none"> • Test and tag of electric appliances, leads and tools in offices, depots & other Council locations. • Record details in a register. • Testing and fitting Smoke alarms 	<ul style="list-style-type: none"> • Restricted Electrical Contractors License • Test and tag qualification (AS/NZS 3760)
Fencing	<ul style="list-style-type: none"> • Construction and maintenance of existing fencing and gates. • Supply and erection of new fences and gate. • Construct and repair barriers, retaining walls and trellises. • Condition and asset reporting. 	<ul style="list-style-type: none"> • QBCC License
Floor coverings	<ul style="list-style-type: none"> • Repair, maintenance and / or replacement of floor coverings including but not limited to vinyl, timber, ceramic tiles, flake, spray stone, carpet and laminate. 	<ul style="list-style-type: none"> • QBCC licence

Glazier	<ul style="list-style-type: none"> • Replace glass windows and doors • Replace and repair screen doors • Replace, repair and maintain window gaskets and guides 	<ul style="list-style-type: none"> • QBCC License
Handyman	<ul style="list-style-type: none"> • Undertake and control small maintenance works under the value of \$3,300 (including GST). • Relocation of office furniture/ equipment to allow required works to be undertaken. 	<ul style="list-style-type: none"> • Competent person employed by a company that specialises in this works.
Heating, Ventilation and Air Conditioning (HVAC)	<ul style="list-style-type: none"> • Installation • Electrical (if qualified) • Maintenance • Testing • Repairing / replacing. 	<ul style="list-style-type: none"> • QBCC License • Restricted Electrician Contractors License
Irrigation Services	<ul style="list-style-type: none"> • Installation of irrigation systems • Repairs and maintenance to irrigation systems • Condition and asset reporting 	<ul style="list-style-type: none"> • Certificate III or IV in Irrigation or • Certificate IV in Horticulture
Landscaping and Gardening maintenance	<ul style="list-style-type: none"> • Mowing of lawns • General maintenance of gardens including weeding, replanting, etc. • Poisoning of weeds • General yard cleaning • Overgrown and unsightly allotments (refer to Clause 4.19 below for full details) 	<ul style="list-style-type: none"> • Local Government Worker – Authorised Person requirements
Mechanical Maintenance	<ul style="list-style-type: none"> • Supply OEM consulting, diagnosis & repair. 	
Painting	<ul style="list-style-type: none"> • Internal and external painting of Council properties and facilities. 	<ul style="list-style-type: none"> • QBCC License
Pest Control Services	<ul style="list-style-type: none"> • Inspection of Council buildings and facilities. • Undertake scheduled treatments for cockroaches, spiders, ants, mites etc. • Provide services in emergency situations. (e.g. White Ants). • Undertake baiting programs. • Subterranean termite treatment to Australian Standards. • Condition and asset reporting. 	<ul style="list-style-type: none"> • QBCC License
Plasterer	<ul style="list-style-type: none"> • General repairs • Walls and Ceiling replacement • Setting and fitting 	<ul style="list-style-type: none"> • QBCC License
Plumber – Maintenance	<ul style="list-style-type: none"> • Water meter repairs • Water main repairs • Water Service Repairs • Sewer Main repairs 	<ul style="list-style-type: none"> • QBCC License

	<ul style="list-style-type: none"> • Unblock sewer main chokes • Water main sewer laying • Property and Facilities maintenance • Outside of Hours Breakdowns • Jetter • Hydrovac 	
Plumber - Roofing	<ul style="list-style-type: none"> • Perform repairs and maintenance on the downpipes, roofs and flashings as directed. • Re-roofs on buildings as directed in line with Council's current procurement policy. • Roof condition and asset reporting. • Project design, scoping, cost estimating. 	<ul style="list-style-type: none"> • QBCC License
Pool Plant Maintenance	<ul style="list-style-type: none"> • Maintain heat pumps • Maintain pool cleaners • Maintain disinfection controls • General pool maintenance and repairs 	<ul style="list-style-type: none"> • Certificate IV in Swimming Pool and Spa Services
Refrigeration mechanic	<ul style="list-style-type: none"> • Undertake fridge maintenance and repairs • Replacement of equipment if required. 	<ul style="list-style-type: none"> • Refrigerant handling license
SCADA	<ul style="list-style-type: none"> • Refer to Clause 4.18 below for full details 	
Tiler	<ul style="list-style-type: none"> • Repair and maintenance of tiled areas. • Water proofing of wet areas. • Laying tiles. 	<ul style="list-style-type: none"> • QBCC licence
Window Coverings	<ul style="list-style-type: none"> • Supply and installation of curtains, including rods • Supply and installation of blinds including all fittings 	<ul style="list-style-type: none"> • Certificate III in blinds, awnings, security screens and grills (preferred)

2.4. AUCTION OF REDUNDANT ITEMS

There are a number of items throughout the organization that have been identified as redundant and may represent some value to other parties. The call to identify these items was issued in November and a listing has since been collated and circulated to the SLT to see if these items can be utilised elsewhere within council before being offered to the public. The auction will be advertised on Council website and through social media.

The public auction does pose some issues for anyone wishing to inspect the items prior to or during the auction as they are held at various secure locations throughout the Isaac region. The condition of the items varies and any items that are not sold will be disposed of. Items include large electric motors, survey equipment, filters and service kits, coffins, file cabinets, furniture etc

The process will be managed internally by the Contracts and Procurement Team.

2.5. JANITORIAL AND WASHROOM SUPPLIES

The Contracts and Procurement team will co-ordinate the establishment of supply arrangement/s for an array of cleaning items, chemicals, and washroom consumables utilised across all IRC locations.

REPORTING



3.1. CONTRACTING ACTIVITY

SUMMARY OF CONTACTING ACTIVITY

01/11/2024 – 31/01/2025	OCEO	CGFS	E & I	W & W	PECS
Awarded Tenders	0	2	7	2	2
Active Tenders	0	0	6	1	5
In progress Tenders	0	5	6	4	4
Awarded RFQ's	0	0	7	6	7
Active RFQ's	1	1	7	5	5
In progress RFQ's	0	0	10	1	12

Active - out to market or under evaluation as at the end of the reporting period
 In Progress - specification under development as at the end of the reporting period
 Awarded – during the reporting period

CONTRACTS VARIATIONS

Contracts Variations Approved - 01/11/2024 – 31/01/2025 (Top 5 summarised below)	Quantity	Total Amount
	12	\$ 2,167,898.71

Reference	Contract Name	Variation Amount	Total Value
IRCT-MBH5-1122-306	Moranbah Community Centre Redevelopment	\$ 1,510,466.33	\$ 13,983,923.83
IRC-E&I-0424-T364	Regional Reseals 2024	\$ 401,879.30	\$ 4,079,754.91
IRCT-DYS4-0822-294	IRC Dysart Clermont Road Should Widening Design and Construct	\$ 291,652.51	\$ 1,470,140.82
IRC-E&I-0624-T374	Regional Pavement Renewal Works - IRC Roads 2024	-\$ 190,387.58	\$ 2,383,396.37
IRCQ 2055-1020-768	Moranbah Community Centre Stage 2 Design	\$ 81,543.00	\$ 699,331.30

In accordance with Chapter 6, Part 4, Section 237 of the Local Government Regulation 2012 a local government must, as soon as practicable after entering a contract worth \$200,000 or more (GST Exclusive), publish the relevant details of the contract on the local government's website; and display relevant details of the contract in a conspicuous place in the local government's public office. The relevant details must also be published or displayed for a period of at least 12 months. The full listing of all such contracts are published as required. For full disclosure, it is the practice of IRC to publish the total of the contractual arrangement which includes the sum of all variations to the original contract value.

CONTRACTS AWARDED OVER \$200K

During the reporting period, the following contracts above \$200k were awarded;

Contract Number	Contractor	Details	Contract Value	Commence Date	Completion Date
IRC-PECS-0924-Q1362	RP Infrastructure Pty Ltd	Project Management Services for Isaac Resources Excellence Precinct	Schedule of Rates	28/01/2025	11/06/2027
IRC-E&I-1024-Q1369	RPQ Mackay Pty Ltd	Full Service Crew (Pothole Patching Works)	Schedule of Rates Estimated value (\$250,000.00)	24/01/2025	9/6/2025
IRC-W&W-0624-Q1334	Roebuck Civil Pty Ltd	Middlemount Water Network Augmentation and Drainage Works	\$1,344,766.70 (ex GST)	21/01/2025	26 weeks approx. 21/07/2025
IRC-E&I-0924-T391	CQ Building Projects Pty Ltd	Multiple Bathrooms and Rectification	\$428,106.25 (ex GST)	17/01/2025	30/06/2025
IRC-E&I-0824-T390	Dynamic Sports Technology Pty Ltd	Soccer Fields Lighting Upgrade, Moranbah	\$312,745.11 (ex GST)	08/01/2025	30/05/2025
IRC-E&I-0824-T387	Oaka Construction Pty Ltd	Eaglefield Road Full Service Pave and Seal	\$1,315,431.70 (ex GST)	08/01/2025	25/04/2025
IRC-W&W-0724-T381	Relining Solutions Pty Ltd	IRC Sewer Network CCTV Survey & Relining	\$2,919,732.35 (ex GST and Rise and Fall)	08/01/2025	30/06/2027
IRCT-ALL2-1123-349	Various	RQPS Provision of Plant Hire (Wet and Dry)	Schedule of Rates	01/12/2024	30/12/2026 (with 2 x 1 year extension options)

Contract Number	Contractor	Details	Contract Value	Commence Date	Completion Date
IRC-W&W-1024-T399	More Air Group Pty Ltd	WTP & WWTP Air Compressor & Blower Maintenance	Schedule of Rates for an approximate value of \$301,876.48 (ex GST) inclusive of extension options	20/12/2024	20/12/2026 (with 2 x 1 year extension options)
IRC-CGFS-0624-T371	NQBE Integrated IT Roy Powell Security Goodline	RPQS Provision of IT Data Cabling Services	Schedule of Rates	09/12/2024	09/12/2026 (with 2 x 1 year extension options)
IRC-W&W-1124-SFQ0051	ACE Projects QLD Pty Ltd	Water & Waste Project Management	Schedule of Rates	31/12/2024	31/12/2026 (with optional extension x 1 year)
IRC-E&I-0624-T375	Davbridge Constructions Pty Ltd	Phillips Creek Bridge Replacement/Upgrade	\$18,781,657.18 (ex GST)	29/11/2024	15/12/2025
IRC-E&I-0724-T383	Haulpro Pty Ltd	Road Train and Loader	Schedule of Rates (estimated value \$609,000.00 ex GST)	03/12/2024	11/03/2025
IRC-CGFS-0224-T356	Galaxy 42 Pty Ltd t/as Attura Business Applications Chartertech Pty Ltd Green Cloud Consulting Pty Ltd	RPQS Provision of Software Consulting Services	Schedule of Rates	18/11/2024	18/11/2026 (with optional extension 2 x 1 year)

Contract Number	Contractor	Details	Contract Value	Commence Date	Completion Date
	<p>KPMG Australia Technology Solutions Pty Ltd</p> <p>Trent Macleod Investments Pty Ltd</p> <p>Landfile Consultancy Pty Ltd t/as Insight GIS</p> <p>TSM Solutions Pty Ltd t/as XY Mapping</p>				
IRC-E&I-0424-T363 24/25	Clermont Plant Hire t/a Brents Rental Solutions	24/25 Regional Roller Hire Includes Separable Portion A, B, & C	Schedule of Rates	11/11/2024	11/11/2025 (with optional extension 2 x 1 year)

3.2. PURCHASING ACTIVITY

Purchase Requisitions Released	Qtr period (01/11/24 – 31/01/25)
Value of Purchase Requisitions processed	\$ 40,324,725.46
No. Purchase Requisitions Released	1586
Requisitions Suspended (not yet released)	11

Exceptions Raised	QTY	Total Amount
	51	\$ 2,763,622.35
Details (top 5 by value)	Reason – LG Regs 2012	Amount
Project Management W&W directorate	S234 LocalBuy (LB279)	\$ 400,000.00
IT Equipment replacement	S235 f Whole of Government ICTSS.1010	\$ 389,846.58
Air-conditioning repairs Moranbah office	S235 c Emergency	\$ 299,826.36
Project Management for Phillips Ck Bridge	S234 LocalBuy (LB279)	\$ 168,590.00
CiA Digital upgrade consultant	S232 IRC Panel (IRC-CGFS-0224-T356)	\$ 110,000.00

3.3. INVENTORY

INVENTORY TURNOVER

1/11/2024 – 31/01/2025	Moranbah	Clermont	Nebo	St Lawrence
Total Value of Inventory (SOH)	\$ 170,840.36	\$ 263,006.95	\$ 116,716.93	\$ 51,524.45
Value of Goods Issues (for the reporting period)	\$ 37,435.88	\$ 69,223.51	\$ 30,995.24	\$ 18,617.59
Inventory Turns (Annual)	0.88	1.05	1.06	1.45
Stock on hand (average)	13.7 months	11.4 months	11.3 months	8.3 months

* As at period end date

* Excludes Fuel, Jet Fuel and Avgas

These figures are based on the total for the location and does not account for individual product circumstances. It is not an average of individual product turnover, noting that some items have faster turnover than others.

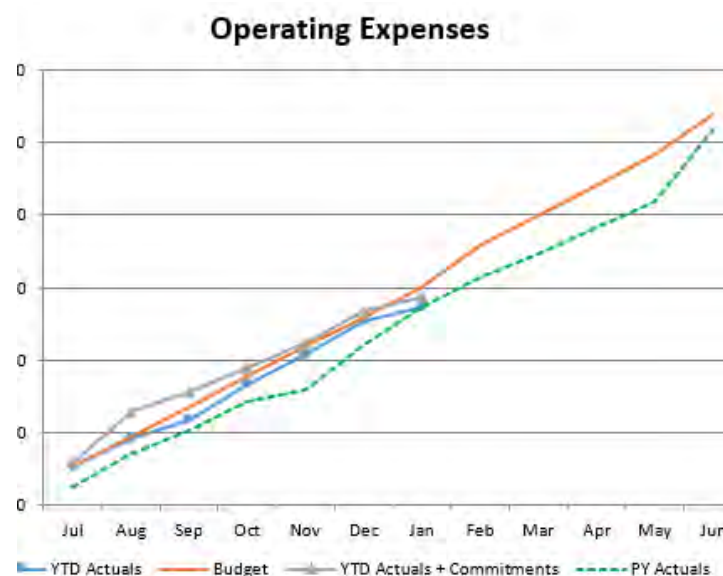
3.4. SUPPLIER LOCATION METRICS

Awarded Purchase Order Value by Region – (01/11/2024 – 31/01/2025)				
Region	<\$5k	\$5k to \$15k	\$15k to \$200k	>\$200k
Local	\$ 591,259.48	\$ 172,435.17	\$ 225,596.32	\$ 204,783.23
Neighbouring	\$ 431,499.22	\$ 340,012.22	\$ 1,966,752.98	\$ 999,420.61
QLD	\$ 322,609.64	\$ 520,289.99	\$ 1,991,291.69	\$ 24,213,701.80
Interstate	\$ 265,230.18	\$ 286,534.68	\$ 1,394,804.42	\$ 1,766,406.73
Grand Total	\$ 1,610,598.51	\$ 1,319,272.06	\$ 5,578,445.41	\$ 27,184,312.37
Local %	36.7%	13.1%	4%	0.8%

Number of Purchase Orders by Region – (01/11/2024 – 31/01/2025)				
Region	<\$5k	\$5k to \$15k	\$15k to \$200k	>\$200k
Local	591	20	6	1
Neighbouring	348	37	35	3
QLD	229	54	38	8
Interstate	163	33	25	4
Grand Total	1331	144	104	16
Local %	44.4%	13.9%	5.8%	6.3%

*Data is based on the allotted supplier and does not attempt to determine subcontractor contribution.

3.5. FINANCE (BUDGET)



MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Trudi Liekefett
AUTHOR POSITION	Manager People and Capability

9.5

PEOPLE AND CAPABILITY MONTHLY REPORT

EXECUTIVE SUMMARY

The purpose of this report is to provide information and highlights on the monthly activities of the People and Capability Department.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and notes the People and Capability monthly report.*

Resolution No.: CGFS0937

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That the Committee recommends that Council:

- 1. Receives and notes the People and Capability monthly report.**

Carried

HIGHLIGHTS:

Completion of Traineeships and Onboarding

Isaac Regional Council had three (3) trainee employees from the 2024 trainee intake complete their respective qualifications. Two (2) employees have been successful in securing permanent positions within Isaac Regional Council, with the third employee progressing through a permanent recruitment process with Council. We congratulate these employees on completing their studies and continuing their employment with Council.

CEO Performance Plan

The Manager People and Capability together with Mayor Kelly Vea Vea presented the Chief Executive Officer's Performance Plan which was approved by Council at the January 2025 Ordinary Meeting. The next steps will include the development of Director, M3 and M4 Managers' Performance Plans to align with the Corporate Plan and CEO Performance KPIs.

PEOPLE AND CAPABILITY

RECRUITMENT AND ONBOARDING UPDATE:

The People and Capability team successfully recruited and onboarded twenty seven (27) new and existing employees up to 31 January 2025:

Directorate	Position Title	Work Location
OCEO	People & Capability Business Partner	Moranbah
OCEO	People & Capability Officer	Middlemount
CGFS	Trainee Finance Officer	Moranbah
CGFS	Trainee ICT Officer	Moranbah
CGFS	Manager Governance & Corporate Services	Moranbah
CGFS	Strategic Asset Manager	Moranbah
E&I	Overseer - Parks and Recreation	Moranbah
E&I	Labourer	Moranbah
E&I	Labourer	Dysart
E&I	Plant Operator	Moranbah
E&I	Cleaner	St Lawrence
E&I	Mobile Mechanical Fitter	Clermont
PECS	Departmental Administration Officer E&P	Moranbah
PECS	Coordinator Property Development	Moranbah
PECS	Senior Environment & Sustainability Officer	Clermont
PECS	Trainee Administration Officer - L&S	Moranbah
PECS	Trainee Administration Officer	Moranbah
PECS	Manager Engaged Communities	St Lawrence
PECS	Frontline Service Officer	Dysart
PECS	Program Leader - Museums	Clermont
PECS	Casual Community Facilities Officer	Glenden
PECS	Casual Flaggy Rock Labourer	Carmila
PECS	Casual Flaggy Rock Labourer	Carmila
W&W	Water & Wastewater Operator	Middlemount
W&W	Electrician	Moranbah
W&W	Trainee Water & Wastewater Operator	Moranbah
W&W	Waste Management Officer	Dysart

There were eighteen (18) employee separations up to the 31 January 2025:

Directorate	Position Title	Work Location
CGFS	Finance Officer	St Lawrence
CGFS	Senior Governance Officer	Moranbah
CGFS	Trainee ICT Officer	Moranbah
CGFS	Manager Safety & Resilience	Moranbah
E&I	Loader Operator	Nebo

PEOPLE AND CAPABILITY

E&I	Senior Project & Administration Services Officer	St Lawrence
E&I	Plant Operator	St Lawrence
E&I	Apprentice Electrician	Moranbah
E&I	Grader Operator	Clermont
PECS	Departmental Administration Officer - CF	Moranbah
PECS	Frontline Coordinator (Museums)	Clermont
PECS	Casual Pool Lifeguard	Moranbah
PECS	Casual Flaggy Rock Labourer	Carmila
PECS	Casual Flaggy Rock Labourer	Carmila
W&W	Water & Wastewater Operator	Middlemount
W&W	Water & Wastewater Operator	St Lawrence
W&W	Waste Management Officer	Dysart
W&W	Water & Wastewater Operator	Moranbah

PEOPLE AND CAPABILITY LEARNING & DEVELOPMENT UPDATE:

Figure 1.0 Estimated Data - Employee Training January 2025

Directorate	OCEO	E&I	PECS	W&W	CGFS
Number of Employees - December 2024	0	0	1	4	2

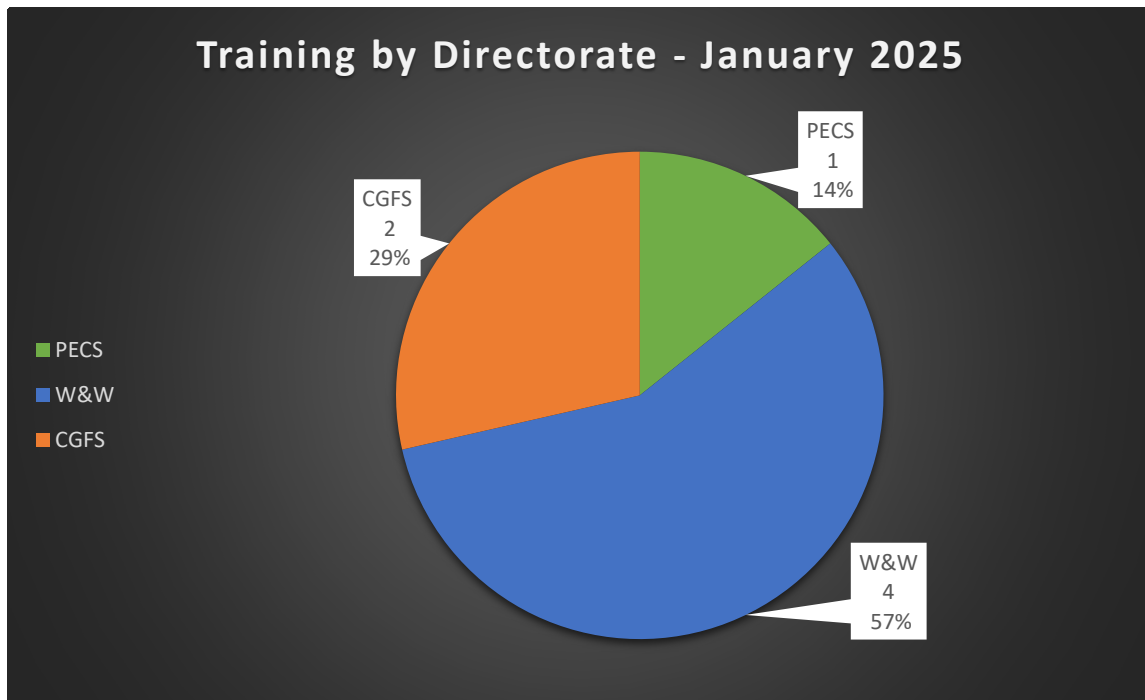


Figure 2.0 Estimated Data – Training Separated by Gender

Women	Men
5	2

Figure 3.0 Estimated Data - Total Hours of Training – January 2025

Training Course	Hours
Authorised Person	4.00
Provide CPR	18.00
Work Safely at Heights	6.00
Total	28.00

FINANCIAL REPORT:

People and Capability is tracking to budget for the month of January 2025.

DEVIATION FROM BUDGET AND POLICY:

Nil

Report prepared by: TRUDI LIEKEFETT Manager People and Capability Date: Monday 3 February 2025	Report authorised by: CALE DENDLE Chief Executive Officer Date: Tuesday 4 February 2025
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ATTACHMENTS

- Attachment 1 - People and Capability Establishment Report

REFERENCE DOCUMENT

- Nil

DATE: 4 February 2025

PEOPLE AND CAPABILITY

ESTABLISHMENT REPORT:

Establishment Report Notes:

Approved FTE:	Positions approved and endorsed by Council. Consist of full time, part time and casual.
All Positions FTE:	<ol style="list-style-type: none">Positions approved and endorsed by Council. Consist of full time, part time and casual.Temporary positions approved by the CEO for temporary fixed term engagement for a specific task or period. Consist of full time, part time and casual. Positions will be removed from the Organisations Structure upon completion of term.<ul style="list-style-type: none">Examples of Engagement:<ul style="list-style-type: none">Filling a position due to known absences like approved long term leave, parental leave, secondment.Project with a known end date, like Capital Works Projects, Community Support State Funding.Filling short-term vacancy needs before finalisation of the recruitment process.Handling unexpected short-term workload increases.

APPROVED FTE

OCEO
Approved FTE
26

CGFS
Approved FTE
72.7

E&I
Approved FTE
190.7

PECS
Approved FTE
104.1

W&WW
Approved FTE
77.1

Department	
Chief Executive Officer	4
People & Capability	13
Brand Media & Communications	9

Department	
Director Corporate, Governance & Financial Services	3
Financial Services	24
Information Solutions	19.7
Governance & Corporate Services	4
Contracts & Procurement	8
Safety & Resilience	10
Enterprise Asset	4

Department	
Director Engineering & Infrastructure	2
Bowen Basin and Galilee Operations	5
Parks & Recreation	62.5
Infrastructure East	17
Infrastructure West	56
Corporate Properties & Fleet	29.2
Plant, Fleet & Workshop	14
Infrastructure Planning & Technical Svc	5

Department	
Director Planning, Environment & Community Services	6
Economy & Prosperity	11
Liveability & Sustainability	12.0
Community Education & Compliance	16
Engaged Communities	11.7
Community Hubs	30.8
Community Facilities	16.6

Department	
Director Water & Waste	2
Water & Wastewater Operations	43
Waste Management Operations	17.1
W&W Business Services	10
W&W Planning & Projects	5

APPROVED FTE 470.60
FILLED 392.50
VACANT 78.10

ALL POSITIONS (FTE)

OCEO
All Positions FTE
31

CGFS
All Positions FTE
74.7

E&I
All Positions FTE
195.4

PECS
All Positions FTE
122.7

W&WW
All Positions FTE
80.3

Department	
Chief Executive Officer	4
People & Capability	18.0
Brand Media & Communications	9

Department	
Director Corporate, Governance & Financial Services	3
Financial Services	24
Information Solutions	20.7
Governance & Corporate Services	4
Contracts & Procurement	8
Safety & Resilience	11
Enterprise Asset	4

Department	
Director Engineering & Infrastructure	2
Bowen Basin and Galilee Operations	7
Parks & Recreation	63.5
Infrastructure East	17
Infrastructure West	57.7
Corporate Properties & Fleet	29.2
Plant, Fleet & Workshop	14
Infrastructure Planning & Technical Svc	5

Department	
Director Planning, Environment & Community Services	7
Economy & Prosperity	11
Liveability & Sustainability	12.5
Community Education & Compliance	18
Engaged Communities	12.7
Community Hubs	33.4
Community Facilities	28.1

Department	
Director Water & Waste	2
Water & Wastewater Operations	43
Waste Management Operations	18.6
W&W Business Services	11.7
W&W Planning & Projects	5

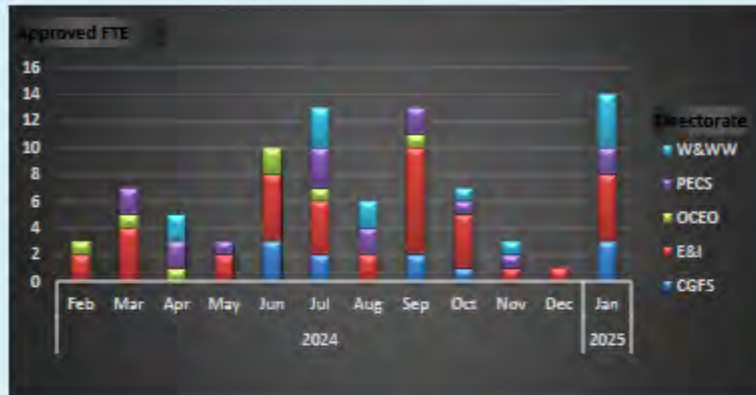
ALL POSITIONS 504.10
FILLED 419.80
VACANT 84.30

APPROVED FTE DASHBOARD - FEBRUARY 2024 TO JANUARY 2025

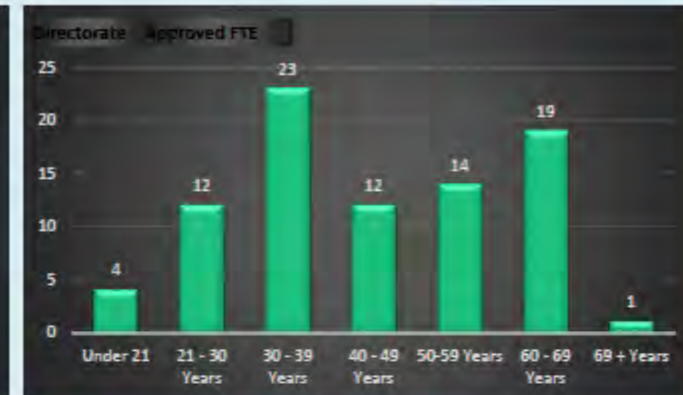
TURNOVER REASON



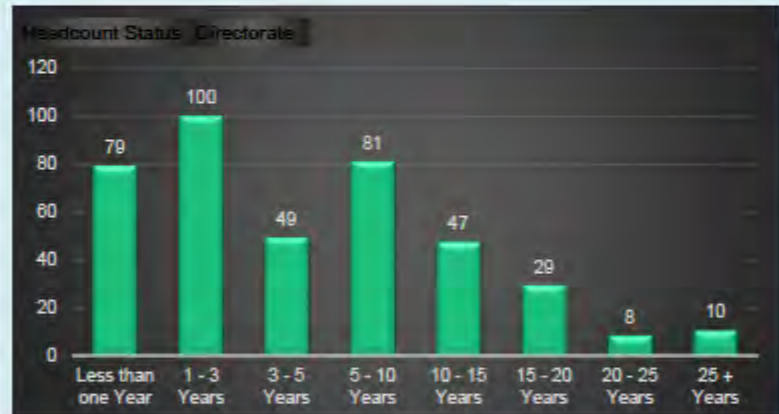
TURNOVER - 12 MONTHS



TURNOVER AGE DEMOGRAPHICS



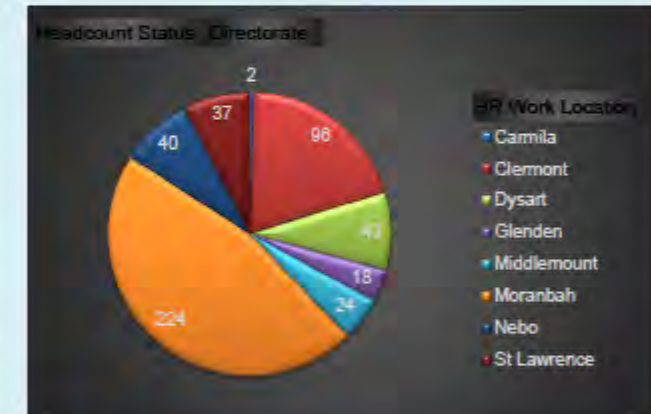
EMPLOYEE LENGTH OF SERVICE



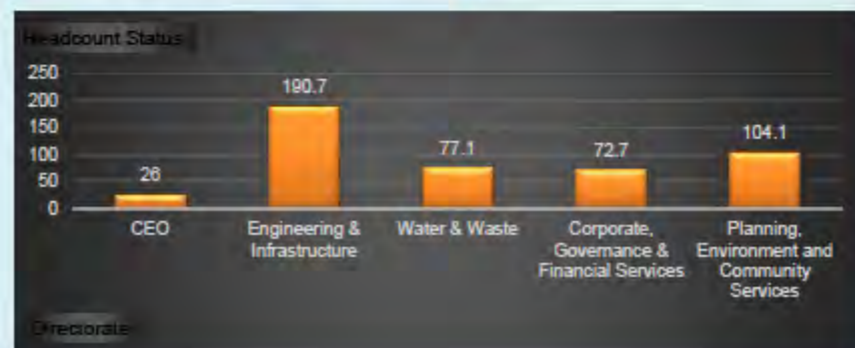
EMPLOYEE AGE DEMOGRAPHICS



POSITION LOCATION



APPROVED FTE BY DIRECTORATE



CURRENT EMPLOYEE DEMOGRAPHICS

No. OF EMPLOYEES	HIRING	TURNOVER
403	92	85



ANNUAL TURNOVER %

21.09%

INFORMATION BULLETIN

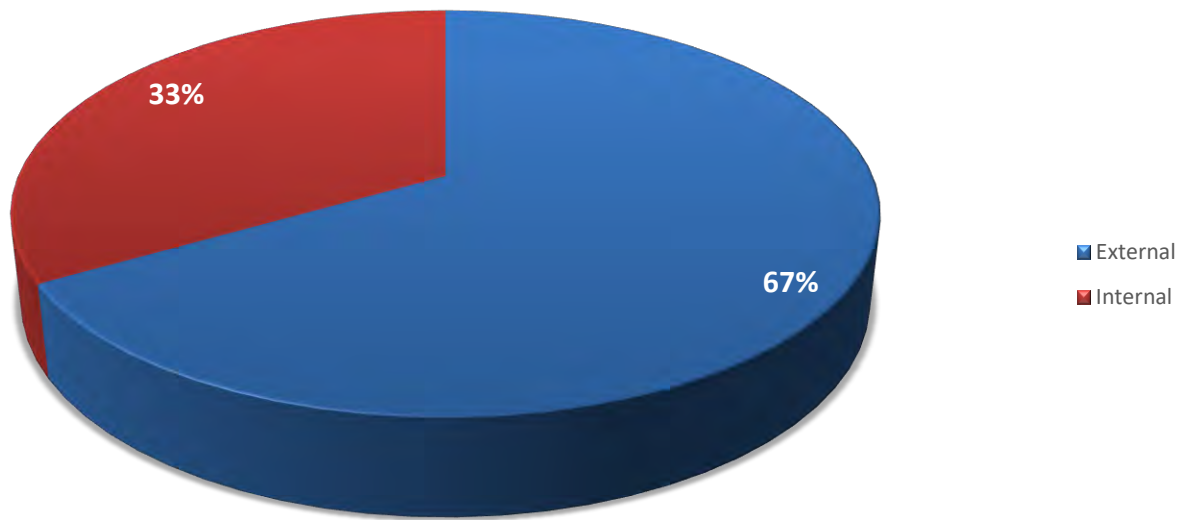
RECRUITMENT UPDATE

Positions Filled up to 31 January 2025.

Position No.	Position Title	Location	FTE	Effective
CEO Office				
11,001.00	People & Capability Business Partner	Moranbah	1.00	27/01/2025
11,103.00	People & Capability Officer	Middlemount	1.00	27/01/2025
Corporate Governance and Financial Services				
41,014.00	Trainee Finance Officer	Moranbah	1.00	20/01/2025
44,105.00	Trainee ICT Officer	Moranbah	1.00	20/01/2025
45,000.00	Manager Governance & Corporate Services	Moranbah	1.00	13/01/2025
49,000.00	Strategic Asset Manager	Moranbah	1.00	13/01/2025
Engineering and Infrastructure				
52,202.00	Overseer - Parks and Recreation	Moranbah	1.00	6/01/2025
52,213.00	Labourer	Moranbah	1.00	6/01/2025
52,272.00	Labourer	Dysart	1.00	28/01/2025
56,514.00	Plant Operator	Moranbah	1.00	20/01/2025
57,624.00	Cleaner	St Lawrence	0.70	15/01/2025
58,212.00	Mobile Mechanical Fitter	Clermont	1.00	20/01/2025
Planning, Environment and Community Services				
62,506.00	Departmental Administration Officer E&P	Moranbah	1.00	22/01/2025
62,510.00	Coordinator Property Development	Moranbah	1.00	28/01/2025
63,521.00	Senior Environment & Sustainability Officer	Clermont	1.00	6/01/2025
63,545.00	Trainee Administration Officer - L&S	Moranbah	1.00	20/01/2025
64,546.00	Trainee Administration Officer	Moranbah	1.00	20/01/2025
65,500.00	Manager Engaged Communities	St Lawrence	1.00	28/01/2025
66,732.00	Frontline Service Officer	Dysart	0.70	6/01/2025
66,760.30	Program Leader - Museums	Clermont	1.00	6/01/2025
67,623.00	Casual Community Facilities Officer	Glenden	0.50	28/01/2025
67,624.00	Casual Flaggy Rock Labourer	Carmila	0.00	20/01/2025
67,625.00	Casual Flaggy Rock Labourer	Carmila	0.00	20/01/2025
Water and Waste				
81,014.00	Water & Wastewater Operator	Middlemount	1.00	13/01/2025
81,022.00	Electrician	Moranbah	1.00	28/01/2025
81,089.00	Trainee Water & Wastewater Operator	Moranbah	1.00	20/01/2025
83,006.00	Waste Management Officer	Dysart	1.00	20/01/2025

Position No.	Position Title	Location	FTE	Effective
81,014.00	Water & Wastewater Operator	Middlemount	1.00	13/01/2025

Internal & External Recruitment for the Month



INFORMATION BULLETIN

CURRENT VACANCIES

Recruitment Report – Current Vacancies as at 28 January 2025 – 86 Vacant Positions.

Position No.	Position Title	No. of Days Vacant	Vacancy Status
CEO Office			
11,110.00	Learning and Development Officer	197	Advertising
13,005.00	Brand, Media & Communications Coordinator	89	On Hold- Backfilled with acting duties
13,009.00	Renewable Energy Coordinator	9	Shortlisting
13,010.00	Advocacy Coordinator	92	On Hold - Under review with management
Corporate Governance and Financial Services			
40,003.00	Business Transformation Manager	213	On Hold - backfilled with consultant
41,039.00	Payroll Officer	-38	Interview
44,000.00	Chief Information Officer	102	On Hold - Under review with management
44,220.00	Systems Coordinator	364	Shortlisting
45,003.00	Senior Governance Officer	14	On Hold - Under review with management
45,015.00	Governance Officer - Administration	53	Interview
47,004.00	Safety and Resilience Partner	74	On Hold - Under review with management
Engineering and Infrastructure			
51,507.00	Civil Engineering Student	169	Interview
51,506.00	Coordinator Capital Projects	133	Offer
51,508.00	Project Support Officer	144	Advertising
52,211.00	Leading Hand	308	On Hold - Under review with management
52,223.00	Groundsman	319	On Hold - Under review with management
52,224.00	Parks Maintenance Officer	904	On Hold - Under review with management
52,227.00	Parks Maintenance Officer	248	On Hold - Under review with management
52,228.00	Apprentice Parks and Recreation	52	On Hold - Under review with management
52,234.00	Labourer	113	LOO
52,264.00	Labourer	129	Medical
52,272.00	Labourer	138	Due to Start
52,275.00	Leading Hand	103	Due to Start
55,204.00	Plant Operator	15	Advertising
55,305.00	Loader Operator	20	On Hold - Under review with management
56,060.00	Senior Project & Administration Services Officer	17	Interview
56,204.00	Plant Operator	48	Advertising
56,214.00	Grader Operator	4	Job Requisition

INFORMATION BULLETIN

Position No.	Position Title	No. of Days Vacant	Vacancy Status
56,428.00	Grader Operator	84	Advertising
56,513.00	MR Truck Driver	68	On Hold - Under review with management
56,611.00	Grader Operator	233	Due to Start
56,612.00	Labourer	570	Advertising
56,613.00	Truck Driver	582	On Hold - Under review with management
56,614.00	Water Truck Driver	425	On Hold - Under review with management
57,507.00	Apprentice Carpenter	39	Shortlisting
57,509.00	Electrician	163	On Hold - Under review with management
57,510.00	Apprentice Electrician	13	On Hold - Under review with management
57,513.00	Plumber - Commercial	123	Advertising
57,515.00	Trade Assistant	58	Interview
57,610.00	Maintenance Officer West	58	Reference Check
57,612.00	Cleaner	108	Medical
57,622.00	Cleaner	267	Medical
57,634.00	Cleaner	84	Advertising
58,000.00	Manager Corporate Properties & Fleet	324	On Hold- Backfilled with acting duties
58,204.00	Overseer Maintenance	118	On Hold - Backfilled with acting duties
58,205.00	Team Leader - West	415	On hold – under review with management
58,210.00	Trade Assistant	8	Due to Start
58,213.00	Mobile Mechanical Fitter	78	On Hold - Under review with management
59,000.00	Manager Infrastructure Planning and Technical Serv	104	On Hold - Under review with management
Planning, Environment and Community Services			
60,001.00	Executive Coordinator PECS	168	On Hold- Backfilled with acting duties
63,522.00	Land Protection Officer	8	Advertising
63,523.00	Environment and Sustainability Officer	18	Interview
63,530.00	Program Leader - Development Assess	119	Due to Start
67,630.00	Moranbah Facilities Area Leader	519	On Hold - Under review with management
64,501.00	Community Education Officer	421	On Hold - Under review with management
64,542.00	Community Compliance Officer	266	On Hold - Under review with management
64,544.00	Community Compliance Officer	323	On Hold - Under review with management
64,551.00	Environmental Health Officer	994	Shortlisting
65,510.00	Departmental Administration Officer - EC	54	LOO
65,611.00	Moranbah Community Relations Officer	110	On Hold - Under review with management

INFORMATION BULLETIN

Position No.	Position Title	No. of Days Vacant	Vacancy Status
67,626.00	Casual Flaggy Rock Pool Attendant	33	On Hold - Under review with management
66,701.00	Library Circulation & Standards Leader	94	Interview
66,704.00	Digital Learning and Systems Officer	153	Due to Start
66,713.00	Frontline Service Officer	279	Due to Start
66,756.00	Frontline Service Officer	193	On Hold- Backfilled with acting duties
67,623.00	Casual Community Facilities Officer	58	Due to Start
67,502.00	Departmental Administration Officer - CF	19	Advertising
67,521.00	Casual Lifeguard	46	Advertising
67,631.00	Team Leader – Catering	1139	On Hold - MCC Renovations
67,634.00	Hospitality Casual	134	On Hold - MCC Renovations
67,636.00	Hospitality Casual	839	On Hold - MCC Renovations
67,638.00	Hospitality Casual	489	On Hold - MCC Renovations
Water and Waste			
81,013.00	Senior Water & Wastewater Operator	704	Offer
81,023.00	Water & Wastewater Operator	19	Advertising
81,024.00	Water & Wastewater Operator	19	Advertising
81,030.00	Senior Water & Wastewater Operator	360	Advertising
81,044.00	Water & Wastewater Operator In Training	294	Medical
81,057.00	Senior Water & Wastewater Operator	56	Advertising
81,068.00	Water & Wastewater Operator	4	Medical
81,063.00	Plumber	68	Interview
81,060.00	Water & Wastewater Operator	142	Advertising
81,086.00	Water & Wastewater Operator	149	Advertising
83,007.00	Waste Management Officer	8	Advertising
84,411.00	Program Leader - Assets and Investment	68	Advertising
86,602.00	Planning Engineer	114	On Hold - Under review with management
86,606.00	Project Manager	272	On Hold - Under review with management

INFORMATION BULLETIN

VACANT POSITIONS – LABOUR HIRE ENGAGEMENT

Position No.	Position Title	Vacancy Status
Corporate Governance and Financial Services		
46,201.00	Stores Officer	On Hold - Temporarily backfilled with LabourHire
Engineering and Infrastructure		
56,065.00	Works Admin Officer	On Hold - Temporarily backfilled with LabourHire
55,204.00	Plant Operator	On Hold - Temporarily backfilled with LabourHire
Planning, Environment and Community Services		
64,511.00	CEC Administration Officer	On Hold - Temporarily backfilled with LabourHire
Water and Waste		
84,401.00	Administration Officer	On Hold - Temporarily backfilled with LabourHire
81,068.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with LabourHire
81,022.00	Electrician	On Hold - Temporarily backfilled with LabourHire
81,023.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with LabourHire
81,030.00	Senior Water and Wastewater Operator	On Hold - Temporarily backfilled with LabourHire
81,060.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with LabourHire

TURNOVER DEMOGRAPHICS

Figure 1.0 Turnover Demographics – Reason for Turnover up to 31 January 2025.

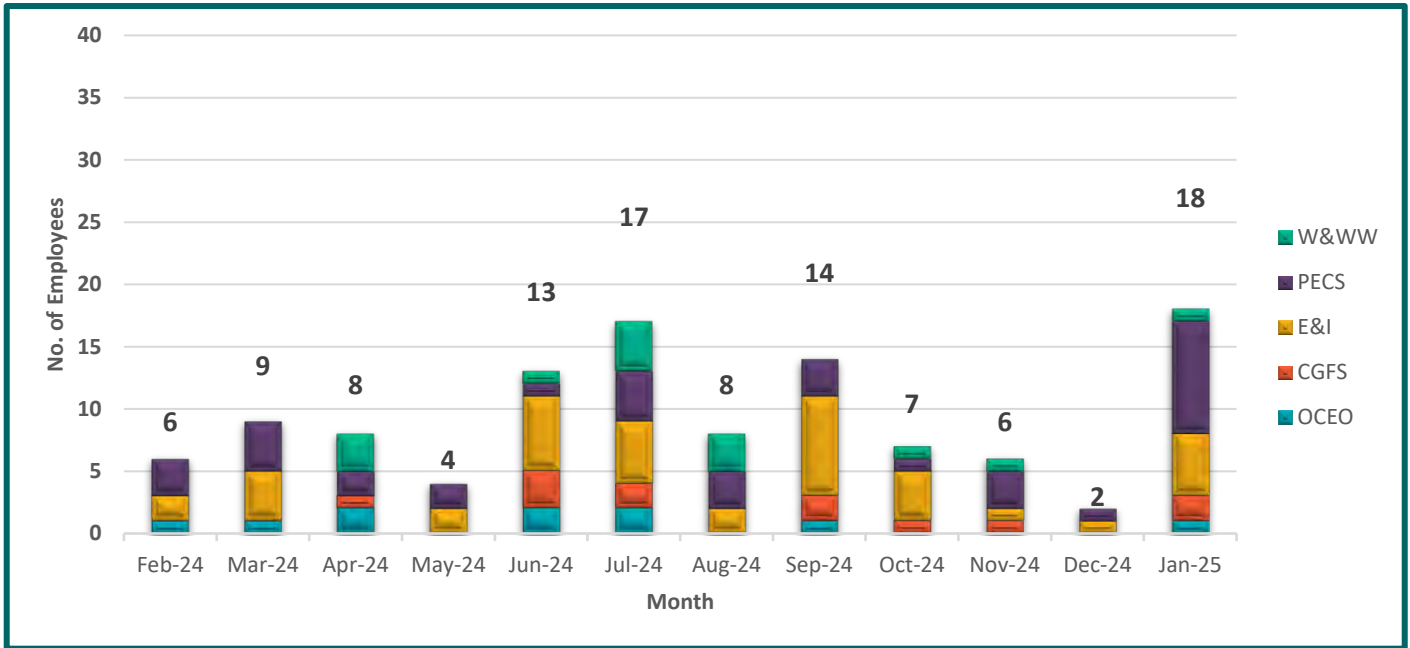
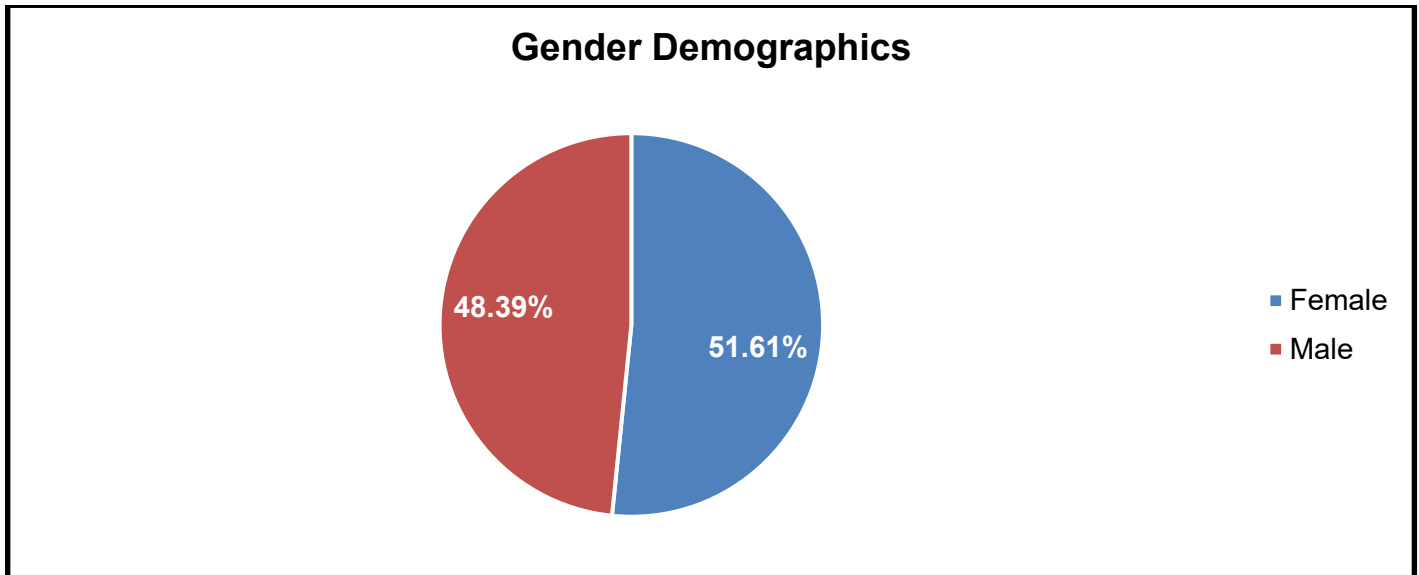


Figure 2.0 Turnover Demographics –Turnover by Directorate 12 months – 1 February 2025 to 31 January 2025.

Employee Turnover by Directorate Est Positions					FROM DATE: 01/02/2024	TO DATE: 31/01/2025	refresh	Pri
Directorate	Appointed	Turnover	Current	Percent				
Office of the CEO	6	7	21	33.33%				
Corporate Governance & Financial Services	11	11	66	16.67%				
Engineering & Infrastructure	37	38	160	23.75%				
Planning Environment & Sustainable Communities	21	16	90	17.78%				
Water & Waste	16	13	64	20.31%				
TOTALS	91	85	401	21.2%				

WORKFORCE – DEMOGRAPHICS

Figure 1.0 Workforce Demographics – Male vs Female employees



WORKFORCE - LEAVE

Figure 1.0 Workforce Demographics – Excess **Annual Leave** by Directorate up to PPE 24 January 2025.

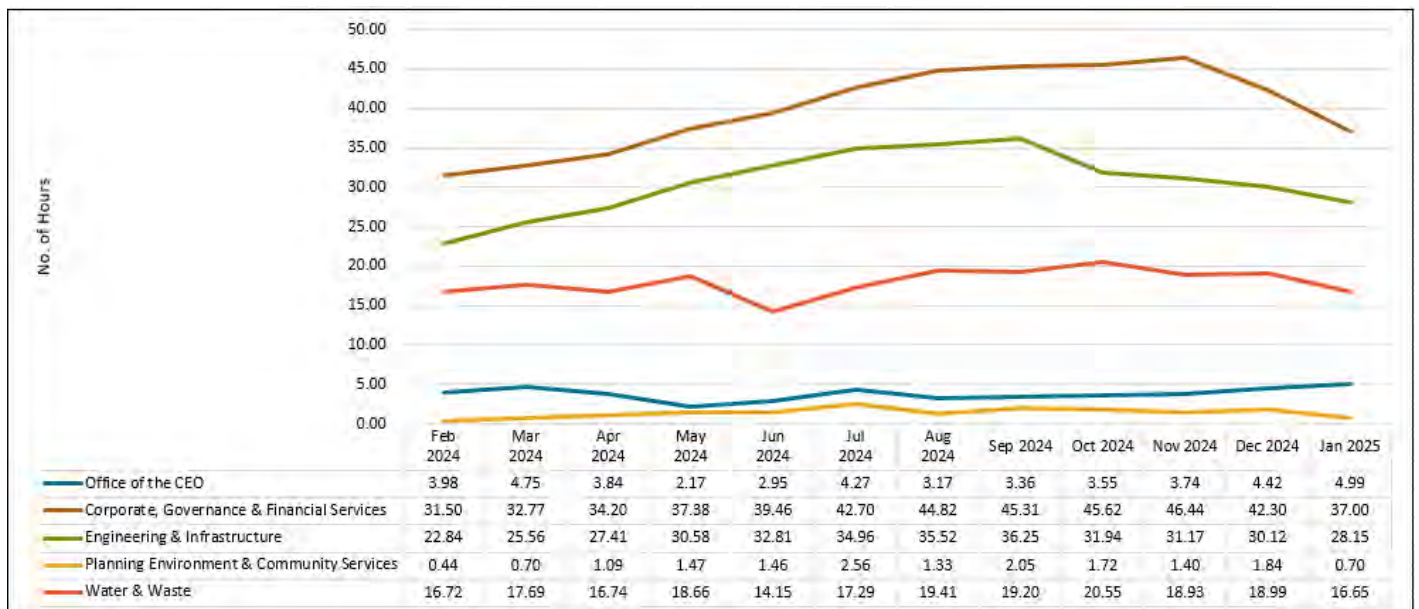
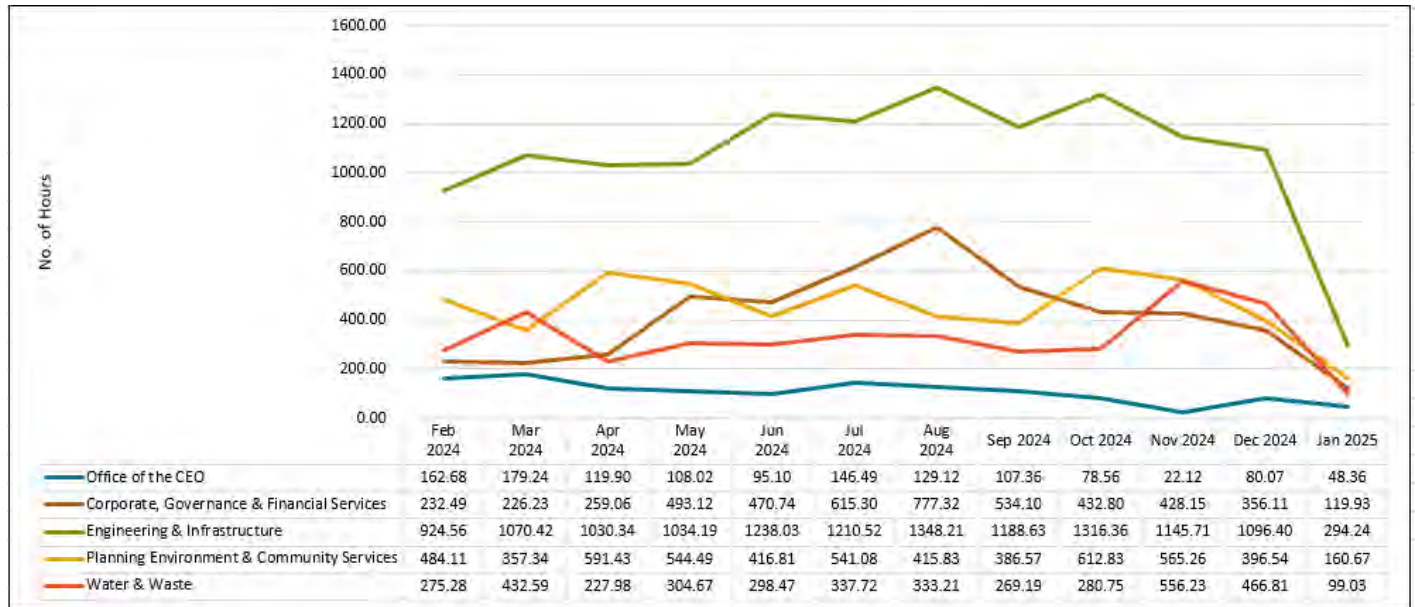


Figure 2.0 Workforce Demographics – **Sick Leave Taken** by Directorate up to PPE 24 January 2025.



MEETING DETAILS

Ordinary Meeting

Wednesday 26 February 2025

AUTHOR

Kielly Glanville, Tricia Hughes, Melissa Gunson

AUTHOR POSITION

Senior Business Partner – Learning and Development, Coordinator
Executive Support, Executive Assistant

9.6**ELECTED MEMBER PROFESSIONAL DEVELOPMENT****EXECUTIVE SUMMARY**

Seeking endorsement of professional development for Isaac Region Elected Members that aligns with individual preferences, that support our region and align with available budget.

OFFICER'S RECOMMENDATION

That Council:

- 1. Notes the forecast professional development commitments.*
- 2. Notes that the Mayor and Chief Executive Officer are authorised to approve professional development activities in line with the Councillor Support (Expenses Reimbursement) Policy.*

Resolution No.: CGFS0938

Moved: Cr Vern Russell

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

- 1. Notes the forecast professional development commitments.**
- 2. Notes that the Mayor and Chief Executive Officer are authorised to approve professional development activities in line with the Councillor Support (Expenses Reimbursement) Policy.**

Carried

BACKGROUND

After the 2024 Local Government elections Elected Members participated in a survey to take the pulse of Councillors status. One aspect of this survey was around professional development and knowledge enhancement. Whilst some of the identified development was captured during the induction period through either externally online training required for Elected Members or internally led workshops, there were further opportunities for growth.

Initial discussions occurred between Mayor Vea Vea and Chief Executive Officer Cale Dendle to investigate ways for a more effective use of allocated professional development budget for Elected Members during their term in office.

A joint task was allocated to the Office of the Mayor and CEO and People and Capability to develop a cost matrix for Elected Member professional development, allowing for a more focused approach to their professional development alongside identifying best use of available budget.

To start this process Elected Members were invited to participate in professional development discussion to identify individual focus areas for personal growth. These focus areas were then costed into a matrix and adjusted to include key conference, summits, and forums. and presented for further group consideration.

The cost matrix indicated that development opportunities far outweighed available budget of \$99,700. To further refine development opportunities Elected Members were asked to rank their personalised development opportunities. This has resulted in a more targeted approach to development which aligns more effectively with budget.

Please note where an Elected Member has yet to indicate preferences, an average cost has been allocated. A priority tracker has been built into the matrix to record Elected Member preference and approximate costings aligned to budget.

IMPLICATIONS

Available budget versus professional development activities.

Where an Elected Member has yet to confirm development preferencing an average cost has been allocated.

CONSULTATION

Mayor Kelly Vea Vea

Isaac Regional Council Elected Members

Chief Executive Officer

Coordinator Executive Support

Executive Assistant – Office of the Mayor and CEO

BASIS FOR RECOMMENDATION

Provide a balance between available budget and professional development for Elected Members which better supports their role in actively supporting their community and lifting the profile of the Isaac Region.

ACTION ACCOUNTABILITY

Professional development registration and travel bookings

Tracking of professional development activity and budget

PEOPLE AND CAPABILITY

Report prepared by: KIELLY GLANVILLE Senior People and Capability Business Partner – Learning and Development Date: 7 February 2025	Report authorised by: CALE DENDLE Chief Executive Officer Date: 7 February 2025
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ATTACHMENTS

- Attachment 1 - Draft Councillor Professional Development Matrix

REFERENCE DOCUMENT

- Elected Member Survey

Conference/Summit/Assembly	Delivery Methods	Dates	Mayor Ve Ve	Deputy Mayor Pickels	Cr O'Neill	Cr Russell	Cr Westcott	Cr West	Cr Earl	Cr Anderson	Cr Coleman	Notes
Civic Leaders Summit	In-person - Brisbane	11-13 March 2025	1000	1000								
Developing Northern Australia Conference	In-person - Cairns	22-24 July 2025					1485					Registration only - does not include tours or dinner
ALGA National General Assembly	In-person - Canberra	24-26 June 2025	1320	1320								
Total			\$2,320.00	\$2,320.00	\$0.00	\$0.00	\$1,485.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,125.00
Course												
Charing Council Meetings	On-site	TBA			1220	1220	1220	1220	1220	1220	1220	total cost \$8525 - if all elected members attend cost would be \$950pp
Memory Coaching	On-site	TBC	0	0	0	0	0	0	0	0	0	In-house delivery
Social Media & Digital Identity	On-site - Beau	TBC										
Total			\$0.00	\$0.00	\$1,220.00	\$1,220.00	\$1,220.00	\$1,220.00	\$1,220.00	\$1,220.00	\$1,220.00	\$8,540.00
Flight & Accommodation												
Flights - Brisbane (Civic Leaders)		10-14 March 2025	1250	1250								
Accommodation Brisbane		4 nights	1360	1360								\$340p/n
Flights - Cairns (Developing NA)		21-25 July 2025					1200					
Accommodation - Cairns		4 nights					1200					\$300p/n
Flights - Canberra (ALGA General Assembly)		23-27 June 2025	1240	1240								
Accommodation - Canberra		4 nights	1000	1000								\$250p/n
All flights quoted out of Moranbah												
Total			\$4,850.00	\$4,850.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,100.00
Estimated Totals			\$7,170.00	\$7,170.00	\$1,220.00	\$1,220.00	\$5,105.00	\$1,220.00	\$1,220.00	\$1,220.00	\$1,220.00	\$26,765.00

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Conference/Summit/Assembly	Delivery Method	Date(s)	Mayor Vea Vea	Deputy Mayor Pickels	Cr O'Neill	Cr Russell	Cr Westcott	Cr West	Cr Earl	Cr Anderson	Cr Coleman		Notes
2														
3	LGMA Women in Local Government Conference	In-person - Brisbane	Usually March							990				
4	ALGA National General Assembly	In-person - Canberra	Jun-26	1400	1400									
5	LGAQ Conference	In-person - Gold Coast	20-22 October 2025	3700	3700		3700	3700	3700	3700	3700	3700		
6	LGAQ Elected Members Update (EMU)	On-site	TBC (August 2025)	0	0	0	0	0	0	0	0	0		
7	Civic Leaders Summit	In-person - Brisbane TBC	Mar-26	1000	1000									
8	ALGA National Roads Conference	In-person - Adelaide TBC	TBC - Nov/Dec 2025	990	990							990		
9	Developing Northern Australia Conference	In-person - Darwin TBC	TBC August 2026	1500				1500						
10	Meeting of the Mines	In-person - Cloncurry	10-12 September 2025											
11	Total			\$8,590.00	\$7,090.00	\$0.00	\$3,700.00	\$5,200.00	\$3,700.00	\$4,690.00	\$3,700.00	\$4,690.00	\$41,360.00	
12														
13	Course													
14	Economic Development Australia	Virtual	29 July - 9 September 2025					4500						
15	Effective Decision Making for elected Members	On-site	TBA			1220	1220	1220	1220	1220	1220	1220		total cost \$8525 - if all elected members attend cost would be \$950pp
16	Understanding LG Finances for Elected Members	On-site	TBA				1420	1420	1420	1420	1420	1420		total cost \$8525 - if all elected members attend cost would be \$950pp
17	AICD													
18	AICD Update	In-person - Brisbane	17 & 18 July	3900							11,200	11,200		
19	IAP2	On-site	TBC	1050	1050	1050	1050	1050	1050	1050	1050	1050		potential to have cost covered in PECS budget
20														
21	Total			\$4,950.00	\$1,050.00	\$2,270.00	\$3,690.00	\$8,190.00	\$3,690.00	\$3,690.00	\$14,890.00	\$3,690.00	\$46,110.00	
22														
23	Flights & Accommodation													
24	Flights - Canberra (ALGA General Assembly)		Jun-26	1300	1300									
25	Accommodation - Canberra		4 nights	1000	1000									\$250p/n
26														
27	Flights - Gold Coast (LGAQ)		19-23 October 2025	1300	1300		1300	1300	1300	1300	1300	1300		
28	Accommodation - Gold Coast		4 nights	1120	1120		1120	1120	1120	1120	1120	1120		\$280p/n
29														
30	Flights - Adelaide (National Roads)		TBC - Nov/Dec 2025	1400	1400			1400				1400		
31	Accommodation - Adelaide		4 nights	800	800			800				800		\$200p/n
32														
33	Flights - Brisbane (Civic Leaders)		Mar-26	1625	1625									
34	Accommodation - Brisbane		4 nights	1360	1360									\$340p/n
35														
36	Flights - (Developing Northern Australia)		TBC August 2026	2000						2000				
37	Accommodation - Darwin TBC		4 nights	1040						1040				\$260p/n
38														
39	Flights - Brisbane (AICD)		17 & 18 July	1625						1625				
40	Accommodation - Brisbane		4 nights	1360						1360				
41														
42	Flights - Cloncurry		10-12 September 2025											
43	Accommodation - Cloncurry		4 nights											
44														
45	All flights quoted out of Moranbah													
46	Total			\$15,930.00	\$9,905.00	\$0.00	\$2,420.00	\$4,620.00	\$2,420.00	\$8,445.00	\$2,420.00	\$4,620.00	\$50,780.00	
47														
48	Estimated Totals			\$29,470.00	\$18,045.00	\$2,270.00	\$9,810.00	\$18,010.00	\$9,810.00	\$16,825.00	\$21,010.00	\$13,000.00	\$138,250.00	

Conference/Summit/Assembly	Delivery Method	Date(s)	Mayor Ve	Deputy Mayor Pickels	Cr O'Neill	Cr Russell	Cr Westcott	Cr West	Cr Earl	Cr Anderson	Cr Coleman	Notes
Beef Week	In-person	Rockhampton 2-8 May 2027								120		Unsure on ticket price
Civic Leaders Summit	In-person	Mar-27	1000	1000								
LGAQ Elected Members Update (EMU)	On-site	TBC (August 2026)	0	0	0	0	0	0	0	0	0	
LGAQ Conference	In-person - TBA	20-22 October 2025	3700	3700		3700	3700	3700	3700	3700	3700	
ALGA National Roads Conference	In-person	TBC - Nov/Dec 2026	990	990					990		990	
Developing Northern Australia Conference	In-person - Perth	TBC July 2027	1500				1500					
ALGA National General Assembly	In-person - Canberra	Jun-27	1500	1500								
Total			\$8,690.00	\$7,190.00	\$0.00	\$3,700.00	\$5,200.00	\$3,700.00	\$4,690.00	\$3,820.00	\$4,690.00	\$41,680.00
Course												
AICD	Virtual	TBC				11200						
Total						\$11,200.00						\$11,200.00
Flights & Accommodation												
Flights - Brisbane (Civic Leaders)			750	750								\$275p/n
Accommodation - Canberra		4 nights	1100	1100								
Flights - Rockhampton (Beef Week)										1000		
Accommodation - Rockhampton		4 nights								1800		450p/n
Flights - Perth (Developing Northern Aust)			1500				1500					
Accommodation		4 nights	1200				1200					\$300p/n
Flights - Perth (National Roads)			1500	1500					1500			
Accommodation		4 nights	1200	1200					1200			\$300p/n
Flights - Canberra (ALGA General Assembly)			1300	1300		1300	1300	1300	1300	1300	1300	
Accommodation		4 nights	1100	1100		1100	1100	1100	1100	1100	1100	\$275p/n
			\$9,650.00	\$6,950.00	\$0.00	\$2,400.00	\$5,100.00	\$2,400.00	\$5,100.00	\$5,200.00	\$2,400.00	\$39,200.00
Flights/Transport - Cloncurry												
Accommodation - Cloncurry												
All flights quoted out of Moranbah												
Total												
Estimated Totals			\$18,340.00	\$14,140.00	\$0.00	\$17,300.00	\$10,300.00	\$6,100.00	\$9,790.00	\$9,020.00	\$7,090.00	\$92,080.00

FY25/26 - priorities

		Mayor Vea Vea	Deputy Mayor Pickels	Cr O'Neill	Cr Russell	Cr Westcott	Cr West	Cr Earl	Cr Anderson	Cr Coleman		
LGMA Women in Local Government Conference		4000							4			
ALGA National General Assembly		4400	4	3								
LGAQ Conference		6200	2				1	2	1		1	
LGAQ Elected Members Update (EMU)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA		
Civic Leaders Summit		4000	3	4								
ALGA National Roads Conference		3200		1					5			
Developing Northern Australia Conference		4600					5	1				
Economic Development Australia		4500					4					
Effective Decision Making for Elected Members		1200			1		6		2			
Understanding LG Finances for Elected Members		1420 if provided					2		6			
AICD		11200									2	
AICD Update		14900	1									
IAP2		1050		2	2		3		3		3	
Meeting of the Mines (MoMC)	To be costed											
Running total			21100	8650	2250	8040	8670	10800	6650	8040	11200	85400
Allocated budget			25700	9250	9250	9250	9250	9250	9250	9250	9250	99700
Budget variance			4600	600	7000	1210	580	-1550	2600	1210	-1950	
Remaining budget (yet to see who would like to go to MoMC)												14300

Indicates preference which could be accommodated within budget. Please note these are not locked in development opportunities and may alter.

Cr's Russell & Anderson - an average cost has been allocated for development (not including the Mayor).

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Megan Scott
AUTHOR POSITION	Acting Departmental Administration Officer, Engaged Communities

9.7

MINOR COMMUNITY GRANTS SUMMARY JANUARY 2025

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 January to 31 January 2025.

OFFICER'S RECOMMENDATION

That Council:

- Notes the minor community grants approved under delegation for the period 1 January to 31 January 2025.*

Resolution No.: PECS1231

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- Notes the minor community grants approved under delegation for the period 1 January to 31 January 2025.

Carried

BACKGROUND

As per Council's Community Grants Policy, as adopted on 25 August 2021, a monthly report is to be prepared for Council regarding the administrative approval of minor grants, up to the value of \$1,000 (excluding GST), under delegation to the Manager Engaged Communities. Seventeen (17) minor grant applications (inclusive of individual, School Bursaries and team development grants, Australia day grants and Glenden activation) were received and approved for the period 1 January to 31 January 2025., summarised in the following table.

2024/25 Divisional Budgets

The divisional budgets were consolidated by Council at its January 2025 Ordinary Meeting.

DIVISION	ALLOCATION	TOTAL ACTUAL SPEND	REMAINING ALLOCATION
1	\$42,000.00	\$24,309.00	\$17,191.00
2	\$42,000.00	\$9,857.00	\$31,143.00
3	\$42,000.00	\$27,146.00	\$14,854.00
4	\$42,000.00	\$27,146.00	\$14,854.00
5	\$42,000.00	\$27,146.00	\$14,854.00
6	\$42,000.00	\$31,279.00	\$10,721.00
7	\$42,000.00	\$43,022.00	-\$1,022.00
8	\$42,000.00	\$26,750.00	\$15,250.00
Total	\$336,000.00	\$217,156.00	\$118,844.00

IMPLICATIONS

The table below outlines minor grants approved and funded from Community Grants operational budget/s for the applicable division/s for the period 1 January to 31 January 2025.

2024/25 MINOR GRANTS

DIVISION	APPLICANT	VALUE	PURPOSE	BREAKDOWN
2	Dysart Golf Club 5305277	\$1,000.00	Dysart Golf Club are seeking council's support for their charity golf day on the 1/2/2025	Funds will contribute to the cost children's entertainment, Slushie machine and cinema hire

CONSULTATION

Divisional Councillors

Director Planning, Environment and Community Services

Manager Engaged Communities

Engaged Communities Grants Officer

Engaged Communities Departmental Administration Officer

BASIS FOR RECOMMENDATION

To update Council on the approval of minor community grants as per the Community Grants Policy.

ACTION ACCOUNTABILITY

Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.

KEY MESSAGES

Isaac Regional Council's Community Grants budget funds local projects and activities which help develop resilient, adaptive and vibrant communities while contributing to the social wellbeing of its residents, workers and visitors.

Report prepared by:	Report authorised by:
MEGAN SCOTT	DANIEL WAGNER
Acting Departmental Administration Assistant	Director Planning, Environment and
Engaged Communities	Community Services
Date: 27 January 2025	Date: 27 January 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Megan Scott
AUTHOR POSITION	Acting Departmental Administration Officer, Engaged Communities

9.8 OUT-OF-ROUND MAJOR GRANT APPLICATION FY2024/2025 – CLERMONT COMMUNITY BUSINESS GROUP

EXECUTIVE SUMMARY

The purpose of this report is to consider the Community Grants Evaluation Panel’s recommendation on an out-of-round application for the Major Community Grants Program for FY2024/2025 from the Clermont Community Business Group.

OFFICER RECOMMENDATION

That Council:

- Approves the following application for an out-of-round FY2024-2025 Major Grant as follows:**

Application 1 CLERMONT COMMUNITY BUSINESS GROUP	
Project	Clermont Community Business Group is seeking funding to support the build of a new website. The overall cost for the project is \$8,800.00 This meets the co contribution requirements.
<u>Officer Recommendation</u>	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Divisional split between 1 and 6

- Advises the applicant the grant constitutes sponsorship of the project and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the Community Grants Guidelines.**

Resolution No.: PECS1232

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Approves the following application for an out-of-round FY2024-2025 Major Grant as follows:**

5. Project	6. Clermont Community Business Group is seeking funding to support the build of a new website. The overall cost for the project is \$8,800.00 This meets the co contribution requirements.
7. Details	8. Approves \$5,000.00 (excluding GST)
9. Budget Source	10. Divisional split between 1 and 6

- 2. Advises the applicant the grant constitutes sponsorship of the project and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the Community Grants Guidelines.**

Carried

BACKGROUND

Isaac Regional Council's Community Grants budget funds local projects and activities which help develop resilient, adaptive and vibrant communities while contributing to the social wellbeing of its residents, workers and visitors.

Council considered 11 applications in Round Two of the Major Community Grants Program at its Ordinary Meeting in January 2025. The application from the Clermont Community Business Group was not able to be processed in time for the agenda to be prepared for this meeting, and is presented to the Planning, Environment and Community Services Standing Committee for recommendation to Council.

The application has been assessed by a Panel chaired by the Acting Manager Engaged Communities against the Community Grants Guidelines and the assessment criteria of;

- Organisational Capacity and alignment with Council's priorities;
- Alignment with Council's 2035 Community Strategic Plan;
- Demonstrated need, benefit to the broader Isaac community and demonstrated community support;
- Alignment with relevant approvals and permits to conduct event/project; and
- Financial management/accountability.

LEVEL OF FINANCIAL ASSISTANCE AVAILABLE

Officer recommendations for Major Grants will align with the Isaac Community Grants Guidelines and not exceed \$5,000.00 (excluding GST). Applications requesting funding over \$5,000.00 must be approved by Council resolution.

GRANT TYPE	AMOUNT
MINOR GRANT	Up to \$1,000 (excluding GST)
MAJOR GRANT	Up to \$5,000 (excluding GST) Unless otherwise approved by Council resolution

CO-FUNDING

Council cannot be the sole funder for every project, event or activity. Depending on the amount requested, funds from other sources may be required. Co-funding is required for requests over \$1,000.00. The table below outlines co-funding requirements.

AMOUNT REQUESTED FROM COUNCIL	MINIMUM CO-FUNDING REQUIREMENT
UP TO \$1,000	N/A
BETWEEN \$1,001 TO \$2,500	20% of total project costs
BETWEEN \$2,501 TO \$5,000	30% of total project costs
\$5,001+	40% of total project costs

The following table summarises the applications received in Round Two FY2024-25, and further details are provided in Attachment 1

Community Group/Organisation	Amount Applied (excluding GST)	Amount Recommended (excluding GST)	Breakdown
Clermont Community Business Group	\$5,000.00	\$5,000.00	Quote for website building total cost of \$8,800.00

IMPLICATIONS

The table below outlines the total expenditure per division year to date for all grants including those recommended for Round Two FY2024-25. Further details are provided in Attachment 1.

Division	Grant Commitments (Approved and Paid)	Proposed Round Spend (Recommended)	Remaining Funds
Division 1	\$13,471.28	\$2,500.00	\$14,691.00
Division 2	\$5,714.28	\$0.00	\$32,143.00
Division 3	\$12,961.59	\$6,666.00	\$8,188.00

Division 4	\$12,961.59	\$6,666.00	\$8,188.00
Division 5	\$12,961.66	\$6,666.00	\$8,188.00
Division 6	\$13,417.28	\$6,186.00	\$4,535.00
Division 7	\$32,504.32	\$3430.45	\$-4,453.00
Division 8	\$21,250.00	\$15,000.00	\$250.00
TOTAL	\$125,188.00	\$47,114.00	\$70,730.00

Note – Figures in the above table have been rounded

This table outlines the remaining funds if all grants are approved as recommended.

CONSULTATION

Internal

- Divisional Councillors relevant to each application
- Director Planning, Environment and Community Services
- Manager Engaged Communities
- Engaged Communities Grants Officer
- Engaged Communities Departmental Administration Officer
- Manager Budgets and Statutory Reporting

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program.

ACTION ACCOUNTABILITY

Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.

KEY MESSAGES

Isaac Regional Council's Community Grants budget funds local projects and activities which help develop resilient, adaptive and vibrant communities while contributing to the social wellbeing of its residents, workers and visitors.

Report prepared by:

MEGAN SCOTT
**Acting Departmental Administration Officer,
Engaged Communities**

Date: 4 February 2025

Report authorised by:

DANIEL WAGNER
**Director Planning, Environment and
Community Services**

Date: 4 February 2025

ATTACHMENTS

- Attachment 1 - Major Grants Summary Assessment

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines

IRC Major Grants Evaluation Summary

Application #	Community Group/Auspice	Project Description	Division/Town	Past funding	Acquittal-Previous	Eligible project	Score	Amount requested (ex GST)	Amount Recommended (Ex GST)	Officers Recommendation	Comments	Further action
1	Clermont Community Business Group	Clermont Community Business Group to update their website to incorporate elements that were identified as important in the JCU health workshops and the Community Opportunity Workshops. The website will be the portal for the Capella Street walking tour and all editions of the Clermont Telegraph and the booking space for the driving school. Quotes are as follows: \$8,800	Division 3,4,5	2018- Minor Grant- \$1,000- Aircon 2024- Minor Grant- \$1,000- Builders Program Clermont Community Business Group have auspiced the following applications: 2023- Major Grant- \$5,000-Lily's Mission 2023- Major Grant- \$5,000- Outback Sailing Regatta 2024- Minor Grant- \$1,000- Pink My Town	Yes	Yes	90/100	\$5,000	\$5,000.00	To approve	Complete application	

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Donna Skinner
AUTHOR POSITION	Technical Officer

9.9 REQUEST FOR WAIVER OF DEVELOPMENT APPLICATION FEES AND INFRASTRUCTURE CHARGES FOR DEVELOPMENT APPLICATION MCU24/0020 - MATERIAL CHANGE OF USE – OUTDOOR SPORT AND RECREATION AND FUNCTION FACILITY AT DYSART GOLF CLUB – 180 FISHER STREET, DYSART QLD 4745 – LOT 16 ON CP847447

EXECUTIVE SUMMARY

Council has received a request from Planning Approval Group on behalf of Dysart Golf Club to waive development application fees and infrastructure charges for their development application (MCU24/0020) for a Development Permit for a Material Change of Use for Outdoor Sport and Recreation and Function Facility at Dysart Golf Club, 180 Fisher Street, Dysart Qld 4745, legally described as Lot 16 on CP847447.

OFFICER'S RECOMMENDATION

That Council:

- Approves a 100% discount of the infrastructure charges (\$16,876.00) associated with development application MCU24/0020 for a Material Change of Use for Outdoor Sport and Recreation and Function Facility at Dysart Golf Club, 180 Fisher Street, Dysart QLD 4745, legally described as Lot 16 on CP847447.***
- Approves a partial refund of the development application fee to an amount of \$9,660.00 for the above referenced development application to align with the anticipated internal and external costs realised by Council to assess the development application.***

Resolution No.: PECS1233

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves a 100% discount of the infrastructure charges (\$16,876.00) associated with development application MCU24/0020 for a Material Change of Use for Outdoor Sport and Recreation and Function Facility at Dysart Golf Club, 180 Fisher Street, Dysart QLD 4745, legally described as Lot 16 on CP847447.**

2. Approves a partial refund of the development application fee to an amount of \$9,660.00 for the above referenced development application to align with the anticipated internal and external costs realised by Council to assess the development application.

Carried

BACKGROUND

On 20 October 2024 Dysart Golf Club C/- Planning Approval Group lodged a development application (reference MCU24/0020) for a Development Permit for a Material Change of Use - Outdoor Sport and Recreation and Function Facility at the Dysart Golf Club on land located at 180 Fisher Street, Dysart QLD 4745, legally described as Lot 16 on CP847447. The proposed application involves the development of an outdoor putt-putt facility and a function facility.

At the time of lodgement, the applicant also formally requested waiver of the development application fee and infrastructure charges citing the following grounds:

- *The Dysart Golf Club has been offering recreational services since the construction of Dysart.*
- *The proposed expansion of the Dysart Golf Club will facilitate additional economic and social activities in the heart of Dysart. It will provide a family-friendly attraction that supports local jobs and services.*
- *A fee refund will enable the funds to be redistributed to better service the community of the Isaac Region.*

REQUEST

Development Application Fee

- The *Local Government Act 2009* and *Planning Act 2016* allow Council to set fees and charges for development assessment activities. Fees are set on a cost-recovery basis.
- The applicable fee paid for the development application was \$20,160.00. The fee comprises of the following charges for the two proposed uses:
 - Outdoor sport and recreation - \$8,640.00
 - Function facility - \$11,520.00
- The application fee was paid at the time of lodgement to allow the assessment of the development application to progress. The applicant is requesting a retrospective approval to waive 100% of the fee being \$20,160.00.
- In accordance with section 109 of the *Planning Act 2016*, an assessment manager (Council in this instance) may refund all or part of a required fee.
- In consideration of the request, the costs to Council of assessing the application have been estimated at \$10,500:
 - External consultancy costs of approximately \$5,500

- Internal costs attributed to Council's delivery of assessment manager function, including administration – approximately \$5,000

Infrastructure Charges

- Infrastructure charges are a one-off charge levied by Council when a development application places extra demand on the trunk infrastructure network.
- Infrastructure charges are levied at the time a development application is decided and are payable for a material change of use application, prior to the change in use commencing.
- As per the Isaac Regional Council Charges Resolution (No.3) 2021, the applicable infrastructure charge for the development is \$16,876.00.
- The applicant is requesting a 100% waiver of the infrastructure charges which is \$16,876.00.

ASSESSMENT CONSIDERATIONS

- Dysart Golf Club is a not-for-profit association which provides a community benefit to club and non-club members. The Club has attracted state government grant funding to undertake an upgrade to their current facilities. The development application is proposed to support an expansion to the existing recreational services currently available to residents and visitors to the region. Reduction in the development costs incurred by the applicant will enable redistribution of the waived charges to provide improved recreational facilities to the community.
- Council's development application fees are adopted on a cost-recovery basis. The cost of assessing the application to Council has been estimated at \$10,500.00. It is considered reasonable to refund the application fees paid above this amount, which equate to \$9,660.00 based on the application fee of \$20,160.00. The proposed partial refund will support Council to achieve cost recovery whilst also supporting the applicant to deliver improved recreational services in the community.

It is highlighted that the application fees exceed the cost of council's assessment due to the development application incurring a combined fee for the two proposed uses (outdoor sport and recreation and function facility). Whilst multiple proposed uses often increase the scope of the assessment and subsequent costs to Council, this was not the case for this application.

- With regards to the waiving of infrastructure charges, the proposed development is accommodated by existing infrastructure servicing the site, with no upgrades to trunk infrastructure required to service the development. Council has historically provided discounts for infrastructure charges for community organisation applicants. It is considered reasonable to waive the infrastructure charge to support the upgrade of the recreational services by a not-for-profit community association.

RECOMMENDATION

It is the officer's recommendation that the following discounts be supported:

- A partial refund of the development application fee to an amount of \$9,660.00.
- 100% discount to infrastructure charges

A comparison of the discounts and costs incurred in the various scenarios is provided below:

Options	Development Application Fee	Infrastructure Charges Payable	Total Payable by Applicant
Current situation with no discount	\$20,160.00	\$16,876.00	\$37,036
As per applicant's request	\$0.00	\$0.00	\$0.00
As per officer's recommendation	\$10,500.00	\$0.00	\$10,500.00

The above recommendation reflects a discount of over 60% of the total costs incurred by the applicant.

IMPLICATIONS

- The partial waiving of application fees will ensure that Council maintains the ability to recover costs associated with the internal and external costs to assess the application.
- The waiving of infrastructure charges will not have any immediate impact on Council. Existing infrastructure is in place and no upgrades are required to service the development. While the discount will result in a small reduction in infrastructure charge revenue, it will not impact Council's ability to deliver on its trunk infrastructure commitments as identified in the Local Government Infrastructure Plan.
- The discount will reduce the development costs incurred by the applicant enabling redistribution of the waived charges to provide better recreational facilities to the community.
- The waiving of infrastructure charges may set a further precedent, however Council has historically supported waiving and/or discounting infrastructure charges for not-for-profit or community organisations. Any future requests will be considered on a case-by-case basis.

CONSULTATION

Internal

- Manager Financial Services
- Manager Liveability and Sustainability
- Principal Planner

External

- Not applicable

BASIS FOR RECOMMENDATION

Council's development application fees are set on a cost recovery basis and reflect the costs to Council to deliver development assessment services. The proposed partial refund will support Council to achieve cost recovery whilst also supporting the applicant to deliver improved recreational services in the community.

////////////////////////////////////

The waiving of infrastructure charges for not-for-profit associations and is consistent with previous resolutions of Council and support's these associations with ongoing service delivery and expansion.

ACTION ACCOUNTABILITY

Manager Liveability and Sustainability to provide written correspondence advising the applicant of Council's resolution.

KEY MESSAGES

Council recognises and supports the role that not-for-profit associations provide in delivering services and facilities across the region. Council is supportive of discounting infrastructure charges and fees for not-for-profit associations where there is no negative impact to rate payers.

Report prepared by: DONNA SKINNER Technical Officer - Planning Date: 28 January 2025	Report authorised by: DANIEL WAGNER Director Planning, Environment and Community Services Date: 28 January 2025
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ATTACHMENTS

- Attachment 1 – Fee Reduction Request

REFERENCE DOCUMENT

- Development application MCU24/0020
- Isaac Fees and Charges Register 2024/2025
- Isaac Regional Council Charges Resolution (No.3) 2021
- *Local Government Act 2009*
- *Planning Act 2016*

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ABN 75 634 301 750

planningapprovalgroup.com.au

PLANNING
APPROVAL
GROUP

20 October 2024

Isaac Regional Council
PO Box 97
Moranbah QLD 4744

[VIA EMAIL: liveability.sustainability@isaac.qld.gov.au]

To whom it may concern,

**RE: WAIVE OF APPLICATION FEE & INFRASTRUCTURE CHARGES – 0 FISHER STREET,
DYSART– LOT 16 ON CP847447**

On behalf of Rhiannon Rowe – Treasurer Dysart Golf Club, Planning Approval Group hereby request the Council consider waiving the Development Application Fee and Infrastructure Charges for the Development Permit Application – Material Change of Use Outdoor sport and recreation and function facility at the Dysart Golf Club. Council reference number is MCU24/0020.

The Development Application is required to support the proposed expansion of the Dysart Golf Club to include a semi-covered outdoor area that will lead into a mini putt-putt course and fenced playground area. The expansion will assist in servicing the increasing demand for community and recreational needs of the community in Dysart and surrounds.

Dysart Golf Club Incorporated are the Registered Lessee of the land described as Lot 16 on CP847447. The site contains the Dysart Golf Club which has been in use since the construction of Dysart. The site includes a golf-course, clubhouse, parking and associated infrastructure for the maintenance of the golf club. On average, the course attracts approximately 150 visitors per week, with peak visitors attending the site between 3 – 6pm. The site golf-course employs 3 casual staff.

The proposed expansion of the Dysart Golf Club will facilitate additional economic and social activities in the heart of Dysart. It will provide a family-friendly attraction that supports local jobs and services.

The Development Application seeks to facilitate additional services and structures in close proximity to the club house, including a covered outdoor area that will lead into a mini putt-putt course, function area, and fenced playground area. As a result of the expansions, the golf club expects to double employment opportunities onsite being approximately 6 casual staff.

BRISBANE - ROCKHAMPTON - CLERMONT

The proposed development will facilitate:

- A roof extension of 6m x 15m;
- A function area of 18m x 11m;
- An outdoor playground of approximately 18m x 11m; and
- An outdoor putt-putt which covers an area of approximately 975m².

Dysart Golf Club paid the Development Application fee of \$20,160.00 to Council on 15th of November 2024. It is requested that Council consider waiving the Development Application fee and providing a refund to the Club. This will enable the funds to be redistributed to better service the sporting and recreational needs of the community of the Isaac Region.

In addition, Dysart Golf Club request Council consider waiving the applicable Infrastructure Charges fee for the proposed development. It is requested that Council consider waiving the infrastructure charges to enable the funds to be used instead to service the community of the Isaac Region.

We look forward to Council's response. Please do not hesitate to contact Renee Wall on 0488 552 530 or via email at mail@planningapprovalgroup.com.au should you have any queries or wish to discuss.

Yours faithfully,

Renee Wall



Director



MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Kelly Shepherd
AUTHOR POSITION	Senior Community Leasing Officer

9.10

**EXPRESSION OF INTEREST – GSP214728 BEING PART OF LOT 3
ON M973107, OLD ROTARY BUILDING, 38 BACON STREET,
MORANBAH**

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of the Expression of Interest lodged by Moranbah Martial Arts Inc. for the use of GSP214728 being part of Lot 3 on M973107, Old Rotary Building, 38 Bacon Street, Moranbah.

OFFICER'S RECOMMENDATION

That Council:

- 1. Approve to enter into a ten (10) year trustee lease agreement with the Moranbah Martial Arts Inc. for the use of Lease G on SP214728 being part of Lot 3 on M973107, Old Rotary Building, 38 Bacon Street, Moranbah.**
 - a. Tenure fees to be charged in accordance with 2024-2025 Fees & Charges – annual rent/usage fee \$580.00 ex GST, matrix attached.**
 - b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.**
 - c. Acknowledging that the Moranbah Martial Arts Inc, plans to demolish the existing facility and construct a new fit-for-purpose facility the asset will be owned by Moranbah Martial Arts Inc therefore all repairs and maintenance responsibilities will be the remit of the club.**
- 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Resolution No.: PECS1234

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Approves to enter into a ten (10) year trustee lease agreement with the Moranbah Martial Arts Inc. for the use of Lease G on SP214728 being part of Lot 3 on M973107, Old Rotary Building, 38 Bacon Street, Moranbah.**

- a. **Tenure fees to be charged in accordance with 2024-2025 Fees & Charges – annual rent/usage fee \$580.00 ex GST, matrix attached.**
 - b. **All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.**
 - c. **Acknowledging that the Moranbah Martial Arts Inc, plans to demolish the existing facility and construct a new fit-for-purpose facility the asset will be owned by Moranbah Martial Arts Inc therefore all repairs and maintenance responsibilities will be the remit of the club.**
- 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Carried

BACKGROUND

Lot G on SP214728 located at 38 Bacon Street, Moranbah, was issued for Expressions of Interest for Community Tenure through the Speak Up Isaac platform. Council received one (1) submission from respondents, being the new Moranbah Martial Arts Inc.

- Local entity with strong membership
- Existing compliant lessee with Council
- Public Liability Insurance \$20M
- Intended usage – sport and recreation
- Local community organisation – registered entity
- Sufficient governance

BUILDING INSPECTION

A Building Compliance Inspection was conducted by an external contractor. The facility was advertised for Expression of Interest on an as and where is basis with the successful respondent being responsible for:

- a) Refurbishment of the facility; or
- b) Demolition of the structure, and construction of a new facility at their own cost.

IMPLICATIONS

Preparation of tenure to be completed internally by the Senior Community Leasing Officer.

Lease fees and conditions attached to the proposed tenure will be applied in accordance with the 2024-2025 Fees and Charges.

CONSULTATION

Internal

- Director PECS – In principle support
- Manager Community Facilities – In principle support
- Manager Parks and Recreation - In principle support
- Senior Community Leasing Officer – In principle support

External

- Nil

BASIS FOR RECOMMENDATION

To enter into tenure with an existing compliant lease holder that provides valuable access to activities to Moranbah and the surrounding community; and at the same time provides Council with strong management capacity.

ACTION ACCOUNTABILITY

Manager Community Facilities to progress tenure documentation.

KEY MESSAGES

Council is committed to transparent decision making.

Council is committed to ensuring access to community facilities for clubs and groups to provide beneficial services to the region.

Council is taking a considered and logical approach to the long-term life cycle of the Region's Community Facilities.

Report prepared by:	Report authorised by:
KEN TUCKER	DANIEL WAGNER
Manager Community Facilities	Director Planning Environment and Community Services
Date: Wednesday 15 January 2025	Date: Wednesday 15 January 2025

ATTACHMENTS

- Attachment 1 - Tenure Fees Matrix
- Attachment 2 - Evaluation Scorecard - M Buckley
- Attachment 3 - Evaluation Scorecard - K Tucker
- Attachment 4 – Evaluation Scorecard - K Shepherd
- Attachment 5 - Site Map MBH Rotary

REFERENCE DOCUMENT

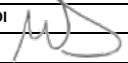
- PECS-POL-128 Community Tenures Policy for Council Owned and/or Controlled Facilities

TENURE FEE MATRIX

COMMUNITY GROUP: MORANBAH MARTIAL ARTS INC

LAND SIZE	POINTS	COMMENT	SCORE
Land < 500m2	1		-
Land 501m2 – 5,000m2	2	830m2	2
Land 5,0001m2 – 15,000m2	3		-
Land 15,001m2 – 50,000m2	4		-
Land > 50,001m2	5		-
Facility/building provided by Council	5		-
ON COSTS			
Council pays electricity	5		-
Council pays water	5		5
Council maintains field/courts	5		-
MEMBERSHIP			
20 or less	1		
21 – 50	2		
51 – 100	3		
101 – 200	4		4
201 or more	5		
COUNCIL CAPEX EXPENDITURE – NON BASE BUILDING			
In past 3 years \$0 - \$5,000	1		
In past 3 years \$5,001 - \$10,000	2		
In past 3 years \$10,001 - \$15,000	3		
In past 3 years \$15,001 - \$20,000	4		
In past 3 years > \$20,000	5		
RISK TO COUNCIL			
Low – Fully compliant tenure holder	1		1
Medium – Compliant with outstanding works under management	2		
High – Non-compliant, unmanaged outstanding works, operating issues, new Incorporated Association, new lessee	3		
TOTAL POINTS			12
Category Fee Points Score 5 – 10	\$300.00		
Category Fee Points Score 11 - 15	\$450.00		\$450.00
Category Fee Points Score 16 - 20	\$600.00		
Category Fee Points Score > 20	\$750.00		
Base Fee (State Rent as per Part1, Section 37A, 2(a))	\$130.00		\$130.00
Total Tenure Fee per annum excluding GST			\$580.00

EVALUATION SCORECARD - PANEL MEMBERS

Scorecard for	Moranbah Rotary EOI
Signature	 Date 14/1/2025

EOI Name	Lease G on 3M973107 - Old Rotary Club building
EOI No.	CLCF-2024-001

Selection Criteria	Weighting	Moranbah Martial Arts		Tenderer 2		Tenderer 3		Tenderer 4		Tenderer 5	
		Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
		(Out of 10)		(Out of 10)		(Out of 10)		(Out of 10)		(Out of 10)	
Sustainability in the Community	30%	7	21		0		0		0		0
Facility Management	30%	6	18		0		0		0		0
Regulatory Framework	20%	5	10		0		0		0		0
Local Community	20%	7	14		0		0		0		0
Totals	100%		63		0		0		0		0

Insert score out of 10 in Blue sectors - weighted score and totals will automatically fill in

Requirements for Submission
Completed and signed response form which addresses the Eligibility and Selection Criteria
Certified Copy of Certificate of Incorporation
Insurance details including proof of payment of current public liability insurance to the minimum value of \$20 million
Copy of most recent Audited Financial Statement (A draft budget if you cannot provide an audited financial statement)
Copy of latest AGM minutes
Copy of Constitution or Model Rules (if applicable)
Copy of Strategic/Business/Development Plan (if applicable)

SCORING SCALE	
10 = Outstanding offer, greatly exceeds criterion	4 = Fair offer, few deficiencies, almost meets criterion
8 = Very good offer, exceeds criterion	2 = Marginal offer, some deficiencies, partly meets criterion
6 = Good offer, no deficiencies, meets criterion	0 = Inadequate offer, many deficiencies, does not meet criterion

EVALUATION SCORECARD - PANEL MEMBERS

Scorecard for	Ken Tucker
Signature	<i>Ken Tucker</i> Date 14.01.2025

EOI Name	Lease G on 3M973107 - Old Rotary Club building
EOI No.	CLCF-2024-001

Insert score out of 10 in Blue sectors - weighted score and totals will automatically fill in

Selection Criteria	Weighting	Tenderer 1		Tenderer 2		Tenderer 3		Tenderer 4		Tenderer 5	
		Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
		(Out of 10)		(Out of 10)		(Out of 10)		(Out of 10)		(Out of 10)	
Sustainability in the Community	30%	6	18		0		0		0		0
Facility Management	30%	7	21		0		0		0		0
Regulatory Framework	20%	6	12		0		0		0		0
Local Community	20%	6	12		0		0		0		0
Totals	100%		63		0		0		0		0

Requirements for Submission
Completed and signed response form which addresses the Eligibility and Selection Criteria
Certified Copy of Certificate of Incorporation
Insurance details including proof of payment of current public liability insurance to the minimum value of \$20 million
Copy of most recent Audited Financial Statement (A draft budget if you cannot provide an audited financial statement)
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8 = Very good offer, exceeds criterion	2 = Marginal offer, some deficiencies, partly meets criterion
6 = Good offer, no deficiencies, meets criterion	0 = Inadequate offer, many deficiencies, does not meet criterion

EVALUATION SCORECARD - PANEL MEMBERS

Scorecard for	Kelly Shepherd		
Signature	<i>K. Shepherd</i>	Date	14/01/2025

EOI Name	Lease G on 3M973107 - Old Rotary Club building
EOI No.	CLCF-2024-001

Insert score out of 10 in Blue sectors - weighted score and totals will automatically fill in

Selection Criteria	Weighting	Tenderer 1		Tenderer 2		Tenderer 3		Tenderer 4		Tenderer 5	
		Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
		(Out of 10)		(Out of 10)		(Out of 10)		(Out of 10)		(Out of 10)	
Sustainability in the Community	30%	7	21		0		0		0		0
Facility Management	30%	6	18		0		0		0		0
Regulatory Framework	20%	6	12		0		0		0		0
Local Community	20%	7	14		0		0		0		0
Totals	100%		65		0		0		0		0

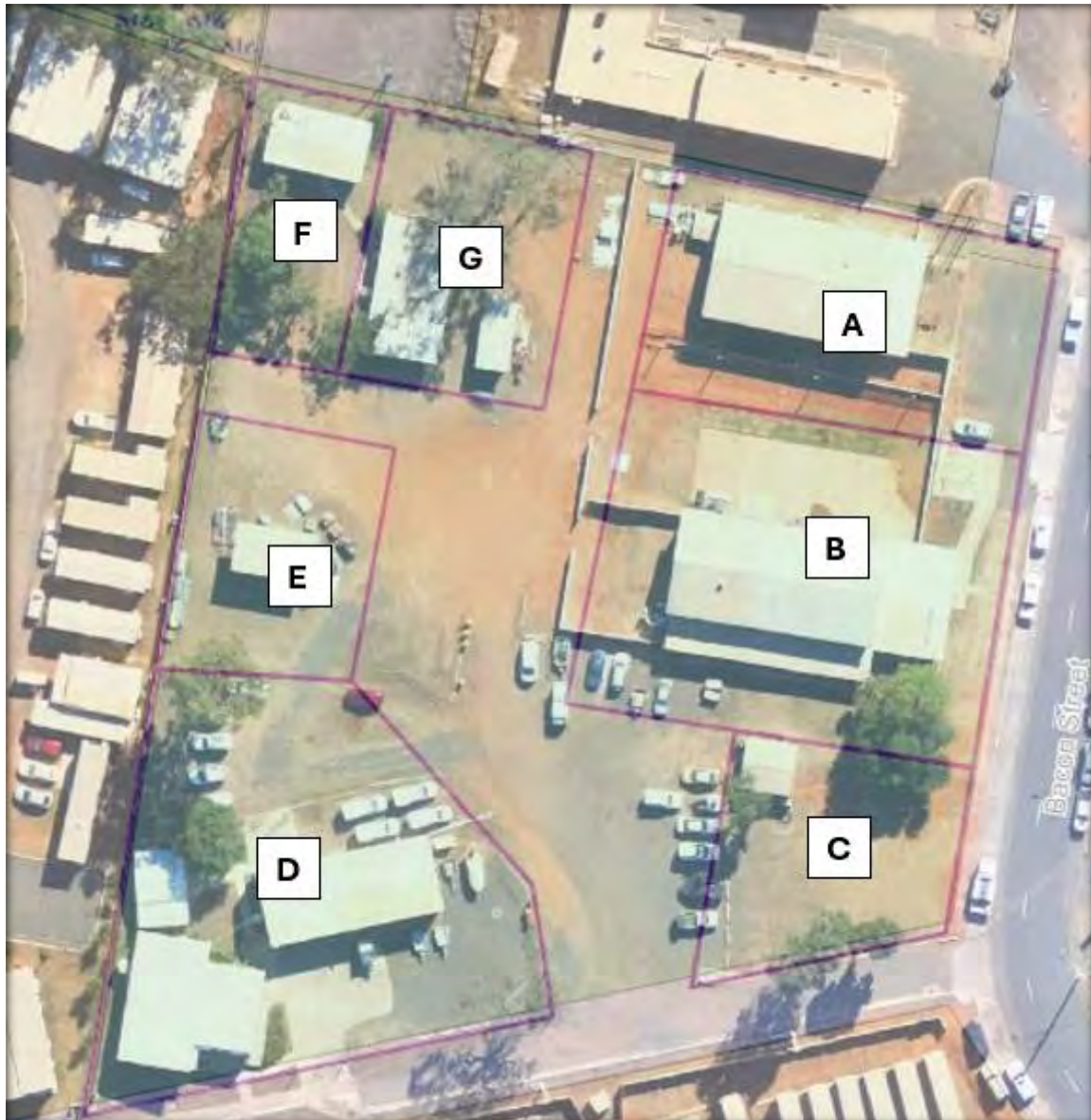
Requirements for Submission
Completed and signed response form which addresses the Eligibility and Selection Criteria
Certified Copy of Certificate of Incorporation
Insurance details including proof of payment of current public liability insurance to the minimum value of \$20 million
Copy of most recent Audited Financial Statement (A draft budget if you cannot provide an audited financial statement)
Copy of latest AGM minutes
Copy of Constitution or Model Rules (if applicable)
Copy of Strategic/Business/Development Plan (if applicable)

SCORING SCALE	
10 = Outstanding offer, greatly exceeds criterion	4 = Fair offer, few deficiencies, almost meets criterion
8 = Very good offer, exceeds criterion	2 = Marginal offer, some deficiencies, partly meets criterion
6 = Good offer, no deficiencies, meets criterion	0 = Inadequate offer, many deficiencies, does not meet criterion

ATTACHMENT – SITE LOCATION, MORANBAH ROTARY

LOT ON PLAN: LOT 3 ON M973107

STREET ADDRESS: 38 BACON STREET, MORANBAH



- | | |
|---------|---|
| Lease A | Darts Building – leased to Moranbah Arts Council Inc |
| Lease B | Arts Building - leased to Moranbah Arts Council Inc |
| Lease C | Storage Shed - leased to Moranbah Arts Council Inc |
| Lease D | Disaster Management / SES Building |
| Lease E | Shade Area - leased to Moranbah Arts Council Inc |
| Lease F | Lease to Moranbah Martial Arts Inc |
| Lease G | Old Rotary Building – subject of Expression of Interest |

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Kelly Shepherd
AUTHOR POSITION	Senior Community Leasing Officer

9.11

TENURE ARRANGEMENTS – CARMILA SPORTS RESERVE ASSOCIATION INC.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of the whole of Lot 1 on RP609332, located at 2 Carmila Beach Road, Carmila by way of a Management Agreement to Carmila Sports Reserve Association Inc.

OFFICER'S RECOMMENDATION

That Council:

- 1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolves that an exception from inviting written quotes or tenders is granted for tenure over Lot 1 on RP609332, 2 Carmila Beach Road, Carmila.***
- 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations resolves to approve to enter into a three-year Management Agreement with two x thee-year options with the Carmila Sports Reserve Association Inc.***
 - a. Council will be responsible for a Management Fee of \$500.00 per month for the first term, reviewable on exercising of the option;***
 - b. Acknowledging that the Carmila Sports Reserve and structures are Council assets, all repairs and maintenance responsibilities will be in accordance with the Base Building Guidelines.***
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.***

Resolution No.: PECS1235

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Under the provisions of Section 236 (2) of the *Local Government Regulations 2012* resolves that an exception from inviting written quotes or tenders is granted for tenure over Lot 1 on RP609332, 2 Carmila Beach Road, Carmila.**

- 2. Under the provisions of Section 236 (1)(b)(ii) of the *Local Government Regulations* resolves to approve to enter into a three-year Management Agreement with two x thee-year options with the Carmila Sports Reserve Association Inc.**
 - a. Council will be responsible for a Management Fee of \$500.00 per month for the first term, reviewable on exercising of the option;**
 - b. Acknowledging that the Carmila Sports Reserve and structures are Council assets, all repairs and maintenance responsibilities will be in accordance with the Base Building Guidelines.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Carried

BACKGROUND

The Carmila Sports Reserve Association Inc. has managed the facility without tenure for many years. The Association suffers from decreasing membership due to the aging of many Carmila residents and declining population. There are very few fundraising options for the Association in such a small community.

Due to the decreasing membership and limited fundraising opportunities the Association is unable to meet the requirements of a lease or licence to occupy. The Association provides a valuable service to the coastal community which cannot be met by Council officers.

Leasing Process Followed:

- Meeting with Association, asset custodian and leasing.
- Meeting of Internal Stakeholders including the Division Councillor
- Meeting of all Stakeholders
- Draft Management Agreement provided to the Association for review
- Report written for Standing Committee

BUILDING INSPECTION

A Building Inspection was conducted by the Manager Community Facilities and Manager Parks & Recreation with a third-party contractor.

The facility was assessed as safe and fit-for-use.

Capital Works on Council assets subject to budget bids:

- Repair/replace large, damaged roller doors of stadium building
- Repair/replace large entire side of stadium building including guttering
- Repair/replace roof of stadium building including lights

IMPLICATIONS

Preparation of tenure to be completed internally by the Senior Community Leasing Officer.

CONSULTATION

Internal

- Director PECS – In principle support
- Division 8 Councillor – In principle support
- Manager Community Facilities – In principle support
- Manager Parks & Recreation – In principle support
- Community Relations Officer – In principle support
- Senior Community Leasing Officer - In principle support

External

- Carmila Sports Reserve Association Inc

BASIS FOR RECOMMENDATION

To enter into tenure with a long-term tenant that provides valuable access to activities to Carmila and the surrounding community; and at the same time provides Council with strong management capacity.

ACTION ACCOUNTABILITY

Manager Community Facilities to progress tenure documentation.

KEY MESSAGES

Council is committed to transparent decision making.

Council is committed to ensuring access to community facilities for clubs and groups to provide beneficial services to the region.

Council is taking a considered and logical approach to the long-term life cycle of the Region's Community Facilities.

Report prepared by:	Report authorised by:
KEN TUCKER	DANIEL WAGNER
Manager Community Facilities	Director Planning Environment and Community Services
Date: 22 January 2025	Date: 22 January 2025

ATTACHMENTS

- Attachment 1 - In-Principle Agreement – Redacted
- Attachment 2 – Site Map Carmila Sports Reserve

REFERENCE DOCUMENT

- Nil

IN PRINCIPLE AGREEMENT

SUBJECT TO COUNCIL AND MINISTERIAL APPROVAL AND EXECUTION OF TENURE

Type of Tenure: Management Agreement
Address of Premises: 2 Carmila Beach Road, Carmila
Lot on Plan Description: Lot 1 on RP609332
Areas (Subject to Survey): Approximately 2.35 Ha

Lessor: Isaac Regional Council
Contact: Senior Community Leasing Officer
 Telephone: 1300 ISAACS (472 227)
 Facsimile: 07 4941 8666
 Email: records@isaac.qld.gov.au

Manager: Carmila Sports Reserve Association Inc
 Incorporation #: IA14201
 ABN: 83 119 589 288
Contact for Lessee: Attention: Nikki Gayler
 Telephone: 0400 076 265
 Email: carmilasports@outlook.com

TENURE

Commencement Date: To be confirmed
Term: 3 years
Expiry Date: To be confirmed
Option/s 2 x 3 years

Terms and Conditions: In accordance with the Management Agreement.

Maintenance: The community group will remain responsible for all repairs and maintenance to their own assets and minor repairs to the facility, example:
Change light bulbs excluding ceiling mounted lights in the stadium, maintain fire equipment, annual pest control excluding termite treatment and/or rectification works

Outgoings: All outgoings to be at the expense of the Lessee including but not limited to the following:

- Electricity
- Internet service
- Water use

If premises are not currently metered separately Council will provide a minimum of three (3) months' notice prior to charging user groups for electricity and water consumption.

SPECIAL CONDITIONS

Tenure Documentation: Management Agreement

Legal Fees: Each party to pay their own

INSURANCE Refer Part 11: Manager Insurances within the Management Agreement.

Public Liability Insurance: \$20,000,000

Certificate of Currency: To be supplied by applicant with a copy of the receipt showing payment

Damage Policy: Insure under a Damage Policy all insurable items located upon the Premises, including plate glass, irrespective of who owns the items

Workers Compensation: Insure under the Workers Compensation Act, all persons it employs to work upon the Premises

Make Good Clause: The Manager agrees to submit to the Lessor for approval a complete scope of works prior to installation for any fit-out works.
Return the premises to the Council in the same or better condition as was at the lease commencement date. Make good works, as specified by the Council, may include but not be limited to:

- removal of any structures erected by the Manager;
- commercial cleaning of the premises;
- removal of any fittings and fixtures installed by the Manager;

- repair of any surface damaged or altered by the Manager; and
- any other rectification works as directed by the Manager.

Ensure the land and buildings are clear of all waste, etc and is clean, tidy and in a reputable state.

Information Update:

The Manager must complete a Community Group Annual Update each year and provide a copy of Annual General Meeting Minutes and Certificate of Currency for all policies held.

Additionally, if the Committee changes at a time other than at the Annual General Meeting this information must be provided to Council.

For & on behalf of:

Carmila Sports Reserve Association Inc

Name:

Nikki Gayler

Committee Position:

Treasurer

Signature:

[Redacted Signature]

Date:

14-01-2029

ATTACHMENT – SITE LOCATION, CARMILA SPORTS RESERVE

LOT ON PLAN: LOT 1 ON RP609332

STREET ADDRESS: 2 CARMILA BEACH ROAD, CARMILA



- A Concrete Slab – used to be basketball court
- B Kiosk/Storage
- C Tennis Courts
- D Covered Playground
- E Multi-Use Stadium – basketball/bowls/etc
- F Kiosk & Toilets
- G Carmila Christmas Tree Storage Shed

MEETING DETAILS**Ordinary Meeting**

Wednesday 26 February 2025

AUTHOR

Kelly Shepherd

AUTHOR POSITION

Senior Community Leasing Officer

9.12**REALLOCATION OF BUDGET FOR DYSART KINDERGARTEN****EXECUTIVE SUMMARY**

The purpose of this report is to seek Council endorsement to surrender budget item CW253328 from the 2024/2025 budget for the amount of \$175,000 to ISAAC capital fund for Council assets.

OFFICER'S RECOMMENDATION***That Council:***

- 1. Authorises the Chief Executive Officer (or delegate) to write to the Executive Committee of the Dysart Kindergarten Inc. to advise that Council holds no ownership interests in the building assets of the facility and considers that the Dysart Kindergarten Inc. is the lawful owner of the building assets.***
- 2. Endorses the return of \$175,000 of FY2024/25 capital budget funds from project number CW253328 back to ISAAC capital fund for redistribution to other Council capital projects.***
- 3. Endorses the amendment of the registered leasing documents to reflect that the buildings and structures are owned by the Dysart Kindergarten Inc.***
- 4. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.***

Resolution No.: PECS1236**Moved: Cr Melissa Westcott****Seconded: Cr Terry O'Neill****That the Committee recommends that Council:**

- 1. Authorises the Chief Executive Officer (or delegate) to write to the Executive Committee of the Dysart Kindergarten Inc. to advise that Council holds no ownership interests in the building assets of the facility and considers that the Dysart Kindergarten Inc. is the lawful owner of the building assets.**
- 2. Endorses the return of \$175,000 of FY2024/25 capital budget funds from project number CW253328 back to ISAAC capital fund for redistribution to other Council capital projects.**

- 3. Endorses the amendment of the registered leasing documents to reflect that the buildings and structures are owned by the Dysart Kindergarten Inc.**
- 4. Advocate to the Childcare Leadership Alliance, outlining the current situation with the Dysart Kindergarten and their need of support for maintaining its current building assets.**
- 5. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Carried

BACKGROUND

Council has previously planned works for the Dysart Kindergarten as part of its 2024/25 financial year capital budget.

Through investigations into the asset history, it was discovered that the land only had been leased to Alexander Ewan Campbell and Darryl Richard Crank (the Parties) for the purposes of constructing a kindergarten. The Parties vested the lease of the land and building assets to Dysart Kindergarten Incorporated in December 1982.

Despite this, Council have proceeded to enter into successive lease agreements for the facility in December 2010 and December 2020, erroneously assuming the buildings and structures were Council assets.

Since the discovery of the error, this has been corrected in Council's assets registers.

Expenditure of capital funds on a non-Council asset would only generally be recommended in exceptional circumstances, and where external funds had been secured. Expenditure of Council's own funds for capital works on a non-Council asset is not recommended, as this funding should be directed toward Council's own depreciating assets.

Building Inspection

During the negotiations for the lease agreement in December 2020, a building inspection was conducted to assess the condition of the facility. The inspection identified works that were required to bring the facility up to standard.

A further inspection by an engineering consultant was conducted in 2023 to reassess the condition of the facility. The findings of this inspection became the basis for a Capital Works budget bid.

- The inspection identified ongoing and new issues requiring capital investment for major repairs, upgrades, or improvements to the facility.
- The outcomes of this inspection and subsequent bid influenced the financial planning and budgeting for the facility's maintenance and enhancement in the coming years.
- It's proposed that this building inspection report be provided to Dysart Kindergarten for their records and to inform their future works.

IMPLICATIONS

The reallocation of the Capital Works budget from the Dysart Kindergarten provides opportunity for the funds and Council officers to be utilised on Council's own assets.

Clarification on the ownership of the facility will enable Dysart Kindergarten Inc. to pursue external grant funding opportunities to cover expenses for building and asset maintenance.

CONSULTATION

Internal

- Director Planning Environment and Community Services
- Manager Community Facilities
- Asset Coordinator

BASIS FOR RECOMMENDATION

Dysart Kindergarten is not a Council-owned asset; it is a land lease to Dysart Kindergarten Inc., and as such, the responsibility for its maintenance and compliance with Base Building guidelines lies with the lessee, not the Council. Therefore, the investment of the Capital Works budget into this facility is not warranted under the current lease terms, as the Council is not the owner of the asset.

Furthermore, there are numerous Council-owned assets that require urgent investment from the Capital Works budget to meet Base Building compliance. These assets take precedence in terms of funding allocation, as they directly fall under the Council's responsibility for maintenance, safety, and regulatory compliance. Given the limited resources available in the Capital Works budget, priority should be given to Council-owned assets to ensure they remain compliant with the necessary standards.

In good faith, Isaac Regional Council, in collaboration with the Dysart Kindergarten Inc., will engage the original engineering consultant to conduct a further investigation of the building's structure. This assessment will determine whether there has been any significant movement that could pose a safety risk to the children and staff occupying the premises.

ACTION ACCOUNTABILITY

Manager Budgets and Statutory Reporting to progress the surrender of funds.

KEY MESSAGES

Council is committed to transparent decision making.

Council is taking a considered and logical approach to the long-term life cycle of the Region's Community Facilities.

Report prepared by:	Report authorised by:
KEN TUCKER	DANIEL WAGNER
Manager Community Facilities	Director Planning Environment and Community Services
Date: 4 December 2024	Date: 4 December 2024

ATTACHMENTS

- Nil

REFERENCES

- Nil

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Ken Tucker
AUTHOR POSITION	Manager Community Leasing Officer

9.13

REQUEST FOR ALLOCATION OF BUDGET FOR SEWERAGE WORKS ON COUNCIL ASSETS – SIMPLY SUNSHINE AND C&K MORANBAH COMMUNITY KINDERGARTEN

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement to utilise a portion of the surrendered budget from CW253328 – 2024/2025 budget to undertake sewerage line replacement to Isaac Regional Council leased facilities, Simply Sunshine Daycare and C&K Moranbah Community Kindergarten.

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorses the utilisation of \$140,000 of the returned funds from CW253328 Dysart Kindergarten 2024/2025 to undertake sewerage works at Simply Sunshine Childcare and C&K Moranbah Community Kindergarten.***

Resolution No.:	PECS1237		
Moved:	Cr Alaina Earl	Seconded:	Cr Terry O'Neill
That the Committee recommends that Council:			
1. Endorses the utilisation of \$140,000 of the returned funds from CW253328 Dysart Kindergarten 2024/2025 to undertake sewerage works at Simply Sunshine Childcare and C&K Moranbah Community Kindergarten.			
Carried			

BACKGROUND

The Isaac Regional Council oversees three (3) early learning facilities in Moranbah. Two (2) of these are currently leased to Moranbah Neighbourhood Centre Association Inc., trading as Simply Sunshine, and The Creche and Kindergarten Association Limited trading as C&K Moranbah Community Kindergarten.

The Moranbah Community Kindergarten and infrastructure was built in the mid-1970s and has been utilised without ceasing operations since that time. A change of lessee occurred in 2012 with the active lease being transferred to The Creche and Kindergarten Association Limited. This organisation has a current lease which is scheduled to expire in 2029.

The facility currently leased to The Moranbah Neighbourhood Centre Association Inc. on Griffin Street, trading as Simply Sunshine was built in 1986 and has been operating under their management uninterrupted since establishment. Their current lease is also scheduled to expire in 2029.

These facilities are aging and require immediate capital investment, specifically to replace the existing sewer mains at both locations. The current sewer systems have been compromised due to the highly reactive soil profile, which has caused the joints of the original ceramic sewer pipes to fail. This failure has allowed tree roots to infiltrate the system, resulting in significant blockages.

At present, the sewer mains are cleared of roots every four months using a high-pressure sewer jet, with each event costing up to \$7,000. Despite this maintenance, the ongoing issues with the sewer system continue to disrupt operations.

Any blockage or maintenance issue at the facilities must be reported to the Department of Education and Training by the operators. The recurring nature of these issues has resulted in increased scrutiny from the department and growing concerns from parents regarding the reliability of the facilities. If the sewer problems persist, there is a risk of reduced student enrolment or even the potential closure of one or both centres. Such an outcome would have a far-reaching impact on both the children attending the centres and working parents, as well as the broader community.

Currently, C&K Moranbah Community Kindergarten serves 73 ACCP students annually, while Simply Sunshine serves 80 ACCP students annually.

C&K Moranbah Community Kindergarten has submitted an Application for Works on a Council Owned/Controlled site to invest in a significant upgrade to the Mills Avenue playground, which has been approved in principle. However, before granting final approval for the project, it is essential that the Council first upgrades the sewer mains. This approach would not only avoid costly reworks to the new playground but would also resolve the sewer issues for the long term, ensuring the facilities remain operational for many decades to come.

IMPLICATIONS

Future Capital Planning:

The allocation of these funds highlights the need for ongoing investment in Council-owned assets to maintain compliance with regulatory standards.

Operational Impact:

Any necessary capital works could temporarily disrupt the operations of the facilities, requiring careful planning to minimise disruption to services while maintaining compliance and safety standards.

CONSULTATION

Internal

- Director Planning, Environment and Community Services
- Manager Community Facilities

External

- O'Keefe Plumbing

BASIS FOR RECOMMENDATION

These facilities are aging and require immediate capital investment, specifically to replace the existing sewer mains at both locations, highlighting the need for ongoing investment in Council-owned assets to maintain compliance with regulatory standards.

ACTION ACCOUNTABILITY

Manager Community Facilities to progress the procurement process to identify a preferred supplier and undertake the works as a priority.

KEY MESSAGES

Council is committed to transparent decision making.

Council is committed to supporting the critical service of daycare to the wider Moranbah residents and industries.

Council is taking a considered and logical approach to the long-term life cycle of the assets and ensuring that maximising the life span from these assets is a priority.

Report prepared by:	Report authorised by:
KEN TUCKER	DANIEL WAGNER
Manager Community Facilities	Director Planning Environment and Community Services
Date: 4 February 2025	Date: 4 February 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Dan Wagner
AUTHOR POSITION	Director Planning, Environment and Community Services

9.14

ISAAC EVENTS CENTRE – NAMING CONVENTIONS, REMOBILISATION STATUS AND FEES AND CHARGES

EXECUTIVE SUMMARY

The purpose of this report is to confirm naming conventions for the Isaac Events Centre, update Council on the current status of efforts for recommencement of operations at the centre, and adopt a schedule of fees and charges, including discount arrangements for small businesses undertaking community focussed activities and recurrent bookings.

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorse the new name of the former Moranbah Community Centre as the 'Isaac Events Centre';***
- 2. Note the current status of remobilisation efforts for operations at the Isaac Events Centre;***
- 3. Adopt the proposed fees and charges for the Isaac Events Centre, to replace the schedule of fees and charges for the Moranbah Community Centre in Council's adopted Fees and Charges Schedule 2024/2025;***
- 4. Approve a reduction of 35% in room/venue hire fees for small businesses undertaking community focussed activities, to be included in the terms and conditions section of the adopted Fees and Charges Schedule 2024/2025 for all Isaac Regional Council Halls and Centres;***
- 5. Approve a 'Price on Application' approach for recurring bookings of a venue/room by small businesses undertaking community focussed activities that exceeds five (5) recurrences booked in advance, with pricing for such recurring bookings to be approved by the Manager Community Facilities, and not to be less than 50% of the regular hire rate.***

Resolution No.: PECS1238

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Endorses the new name of the former Moranbah Community Centre as the 'Isaac Events Centre';**

2. **Notes the current status of remobilisation efforts for operations at the Isaac Events Centre;**
3. **Adopts the proposed fees and charges for the Isaac Events Centre, to replace the schedule of fees and charges for the Moranbah Community Centre in Council's adopted Fees and Charges Schedule 2024/2025;**
4. **Approves a reduction of 35% in room/venue hire fees for Isaac region-based small businesses undertaking community focussed activities, to be included in the terms and conditions section of the adopted Fees and Charges Schedule 2024/2025 for all Isaac Regional Council Halls and Centres;**
5. **Approves a 'Price on Application' approach for recurring bookings of a venue/room by small businesses undertaking community focussed activities that exceeds five (5) recurrences booked in advance, with pricing for such recurring bookings to be approved by the Manager Community Facilities, and not to be less than 50% of the regular hire rate.**

Carried

BACKGROUND

Centre naming conventions

Following Council's resolution in January 2025 to change the name of the Moranbah Community Centre to the Isaac Event Centre, further research has been undertaken about naming conventions for similar facilities. The majority of centres operated by local governments across Queensland with similar service offerings use the name 'Events Centre' in lieu of Event Centre. Accordingly for consistency, it is recommended that Council take the same approach and name the centre 'Isaac Events Centre'.

Remobilisation efforts

Staffing

Recruitment has commenced for the Centre Operations Leader, Team Leader - Catering and Hospitality Casual roles for the centre, with advertising across Seek and social media channels.

Commissioning of the new facility

Commissioning of new kitchen equipment and staff training is occurring during February 2025 as construction is finalised. It is anticipated that Council's internal catering bookings will commence being prepared in the new facility in early March 2025, along with potential for internal hire of rooms and spaces in the venue by Council teams.

Council has procured the assistance of the Centre Manager for the Mackay Entertainment and Convention Centre to undertake audit activities during the week of 17 February 2025 in order to assess our operational readiness for business operations and provide advice on service improvements.

Fees and Charges and Marketing

Along with this report, further work is being undertaken to prepare corporate packages to promote the centre and its capabilities. It is intended that these will commence promotion to customers in March 2025, and during Community Open Day activities.

Marketing and communications activities are being supported by Council's Brand, Media and Communications team, to drive our reopening messaging and eventual promotion of packages.

Community Open Day and showcasing of the facility

Event preparations are being coordinated by Council's Program Leader Community Events and Activation for the Isaac Events Centre Community Open Day on 22 March 2025, who has met with key internal stakeholders around preparation of the run sheet for the day, parallel activities and inputs from various areas of Council.

Further scoping is being undertaken for hosting an invitation only corporate showcase event, as part of relaunch promotion activities.

Fees and Charges

Council currently has a schedule of fees and charges for the Moranbah Community Centre in its adopted fees and charges schedule for 2024/2025.

Attachment 1 of this report provides a list of new charges for the Isaac Events Centre, which largely reflect the proposed charges outlined in the Isaac Events Centre Business Plan adopted at Council's January 2025 Ordinary Meeting, along with additional charges for room hire/services not covered in detail by the business plan document. The fees and charges proposed are either new service offerings or reflect the increase in standards of service provided by the refreshed venue.

Along with these charges, a proposal has been prepared to provide discounts for small businesses undertaking community focussed activities.

A "small business" is defined as: a business with an annual turnover accumulating less than \$10 million in turnover, and has up to 19 employees (consistent with Australian Taxation Office and Australian Bureau of Statistics definitions).

A "community focussed activity" is defined as: an initiative or event designed to enhance local access to sport, recreational, wellbeing, and artistic/cultural service offerings.

It is proposed that a 35% discount be applied to all venue/room hire booking rates for small businesses undertaking community focussed activities, across all of Council's Halls and Centres.

Note that a 50% discount on venue and room hire rates is already applied to not-for-profit, community and school groups across Council's facilities, regardless of the activities being performed.

The table below shows comparatively the proposed costs of hire for particular rooms in the Isaac Events Centre for each group (GST inclusive, and charged on a non-cost recovery basis):

	Regulated fee	35% discount	50% discount
Whole venue Full Day	\$2000.00	\$1300.00	\$1000.00

(eg. Large dance Concerts, wellbeing expos)			
Hire of Hall 1 and Stage Full Day	\$594.00	\$386.10	\$297.00
Executive Meeting Room Half Day	\$200.00	\$130.00	\$100.00
Meeting Room 2 Half day	\$71.50	\$46.48	\$35.75

Further, for instances where a business is looking to make a recurring booking (for example a 10 week term of dance classes, a school holiday program over two weeks), it is recommended that Council provide the ability for further discounting on the venue hire rate, determined by factors such as the length of time the room is needed, length of commitment for hire, advance payment, staffing requirements and time of day for the bookings. The Manager Community Facilities is to be provided delegation for determining fees for recurring bookings, with a maximum discount to be provided of 50% of the regulated fee.

IMPLICATIONS

Council's preparations for the reopening of the Isaac Events Centre have been hindered by the ongoing challenges in completion of the capital works on the facility.

Recruitment activities currently underway are expected to be completed in February 2025, with onboarding of new staff to occur in March and April 2025. This will enable further work on business development and relationship building activities with corporate clients, community stakeholders and potential business partners.

Fees and charges are regulated by Council to ensure consistency in how users are charged for access to Council services and facilities. Discounts proposed for small businesses undertaking community focussed activities are designed to be equitable across a variety of service providers – providing access for local communities to services, sport and recreation activities and cultural pursuits that may not otherwise be provided due to commercial costs.

CONSULTATION

Internal

- Director Planning, Environment and Community Services
- Manager Community Facilities
- Manager Council Operated Community Facilities

BASIS FOR RECOMMENDATION

Council has invested over \$14 million in upgrades to the Isaac Events Centre and has adopted a business plan to guide future service offerings from the centre.

Attraction of both corporate customers, small businesses and community groups to utilise the centre is critical to its ongoing success, both commercially and in terms of providing social cohesion for the local and regional community.

ACTION ACCOUNTABILITY

Manager Community Facilities to liaise with Manager Financial Services to ensure Council's regulated fees and charges schedule reflects Council's decision.

KEY MESSAGES

Council is committed to ensuring access to community facilities for clubs and groups to provide beneficial services to the region.

Council is committed to the provision of the highest levels of customer service to its constituents.

Council is committed to the responsible and cost-efficient management and operation of Council owned assets.

Report prepared by:	Report authorised by:
DAN WAGNER	CALE DENDLE
Director Planning, Environment and Community Services	Chief Executive Officer
Date: 5 February 2025	Date: 5 February 2025

ATTACHMENTS

- Attachment 1 - Proposed Fees and Charges - Isaac Events Centre

REFERENCE DOCUMENT

- Isaac Regional Council Fees and Charges Schedule 2024/2025

ISAAC EVENTS CENTRE - PROPOSED FEES AND CHARGES 2024/2025

HALLS & COMMUNITY CENTRES	Isaac Events Centre	Entire Centre	Large Events - Full Day Entire Centre	NCR			y	N/A			\$2,000.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Foyer	Full Day Foyer	NCR			y	N/A			\$330.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Foyer	Half Day Foyer	NCR			y	N/A			\$182.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Bar Area	Full Day Bar	NCR			y	N/A			\$115.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Bar Area	Half Day Bar	NCR			y	N/A			\$62.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1	Large Events Daytime into the Evening Hall 1 - Leichhardt Hall	NCR			y	N/A			\$896.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1	Full Day Hall 1 - Leichhardt Hall	NCR			y	N/A			\$478.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1	Half day Hall 1 - Leichhardt Hall	NCR			y	N/A			\$319.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1 - Stage	Full Day Hall 1 - Stage	NCR			y	N/A			\$115.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1 Stage	Half Day Hall 1 - Stage	NCR			y	N/A			\$62.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Chapel	Full day Chapel	NCR			y	N/A			\$363.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Chapel	Full day Chapel	NCR			y	N/A			\$200.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Executive Meeting Room	Full day Executive Meeting Room	NCR			y	N/A			\$363.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Executive Meeting Room	Half day Executive Meeting Room	NCR			y	N/A			\$200.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 2 (6-8 attendees)	Full day Meeting Room 2 (6-8 attendees)	NCR			y	N/A			\$132.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 2 (6-8 attendees)	Half day Meeting Room 2 (6-8 attendees)	NCR			y	N/A			\$71.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 3 - (8-10 attendees)	Full Day Meeting Room 3 - (8-10 attendees)	NCR			y	N/A			\$132.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 3 - (8-10 attendees)	Half Day Meeting Room 3 - (8-10 attendees)	NCR			y	N/A			\$71.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 4 - (16-20 attendees)	Full Day Meeting Room 4 - (16-20 attendees)	NCR			y	N/A			\$165.00

HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 4 - (16-20 attendees)	Half Day Meeting Room 4 - (16-20 attendees)	NCR			y	N/A			\$88.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Interview room	Full Day Interview room	NCR			y	N/A			\$132.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Interview room	Half Day Interview room	NCR			y	N/A			\$71.50
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Breakout Lounges	Flat rate Breakout Lounges	NCR			y	N/A			\$55.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Breakout Lounges	If Dividers required Breakout Lounges	NCR			y	N/A			\$80.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Terrace	Full Day Terrace	NCR			y	N/A			\$165.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Terrace	Half Day Terrace	NCR			y	N/A			\$88.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Kitchen Hire	Corporate Function (External Caterer) – maximum 8 hours Kitchen Hire	NCR			y	N/A			\$400.00
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Events Stall / Door Fee	Events Stall / Door Fee	NCR			y	N/A			POA
HALLS & COMMUNITY CENTRES	Isaac Events Centre	Cleaning / Set-up / Extra staff	Staff requirements Cleaning / Set-up / Extra staff	NCR			y	N/A			POA

MEETING DETAILS**Ordinary Meeting**

Wednesday 26 February 2025

AUTHOR

Mark Davey

AUTHOR POSITION

Program Manager – Capital Delivery

9.15**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
FY2024/2025 CAPITAL PROJECTS PROGRESS REPORT AS AT 4
FEBRUARY 2025****EXECUTIVE SUMMARY**

This report is to provide an update to Council on the progress in the delivery of the Planning, Environment and Community Services 2024/2025 Capital Works Program.

OFFICER'S RECOMMENDATION***That Council:***

- 1. Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 4 February 2025.***

Resolution No.:**PECS1239****Moved:****Cr Melissa Westcott****Seconded:****Cr Alaina Earl****That the Committee recommends that Council:**

- 1. Receives and notes the monthly Planning, Environment and Community Services FY2024/2025 Capital Progress Summary Report as at 4 February 2025.**

Carried**BACKGROUND**

Progressive updates of the financial and physical position of projects in the 2024/2025 PECS Capital Works program have been identified as a requirement to ensure that Council is aware of the progress of and risk to the delivery of the program.

Officers have previously reported an estimated carry-forward and multi-year budget commitment of circa \$6 million from 2023/2024 financial year capital works budget.

An additional budget of circa \$9.7 million has been allocated to new works for the 2024/2025 financial year.

Major works for the forthcoming year include:

- Completion of the Moranbah Community Centre Revitalisation Project
Revised completion date – 14 February 2025
- Completion of the Clermont Civic Centre roof replacement
Revised completion date 30 June 2025
- Completion of the Flaggy Rock Community Centre septic tank replacement
Project Complete
- Commencement of preliminary works for the Nebo Showgrounds revitalisation project Stage 1
Project pending tender release for construction
- Commencement of solar installations funded under the Reef Guardian Councils program
Project pending tender release for construction
- Commencement of planning and design for the Moranbah and Clermont Country University Centres
Design underway for Moranbah Centre
- Commencement of aquatic facility enhancements and replacement of operating equipment
Elements of project underway with key components currently seeking tenders

IMPLICATIONS

The attached Planning, Environment and Community Services (PECS) 2024/2025 Capital Projects Progress Summary (Attachment 1) identifies the financial and physical position of all projects. Commentary is provided to briefly explain the position of projects. Where the risk is considered low or of insignificant impact to council or the community, no additional commentary is provided. Where risks are significant separate commentary is provided in the Identified Issues section of this report.

IDENTIFIED ISSUES

Moranbah Community Centre - Works progressing with completion scheduled for late February 2025.

Isaac Country Universities - Moranbah centre currently out for tender with responses anticipated. Project will require a variation to the funding agreement milestones as it is currently behind schedule.

CONSULTATION

Director Planning, Environment and Community Services

Planning, Environment and Community Services Leadership Team

Aurecon

BASIS FOR RECOMMENDATION

To improve business within the Planning, Environment and Community Services 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

The Program Manager – Capital Delivery in conjunction with the PECS leadership team and under the guidance of Director PECS hold responsibility for the scoping, procurement and the completion of the projects identified within the 2024/2025 Capital Program.

KEY MESSAGES

Council's continued investment, oversight, and engagement in the delivery of the Planning, Environment and Community Services Capital Works Program will ensure Isaac region communities continue to enjoy access to high quality facilities and services that improve community liveability, wellbeing, and visitor satisfaction.

Report prepared by:	Report authorised by:
MARK DAVEY Program Manager – Capital Delivery	DANIEL WAGNER Director Planning, Environment and Community Services
Date: 4 February 2025	Date: 4 February 2025

ATTACHMENTS

- Attachment 1 – PECS 2024/2025 Capital Projects Progress Summary as at 4 February 2025

REFERENCE DOCUMENT

- Nil

PECS 2024_2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 04 FEBRUARY 2025

2024/25 PECS Capital Budget Status and Completion Rate as at 04 February 2025

Carry Forward Budget	\$ 6,015,200.00
Adopted Budget	\$ 14,057,618.00
FY 2024/25 PECS Capital Budget	\$ 20,072,818.00
Actual Expenditure	\$ 8,306,275.30
Remaining Budget (Actual)	\$ 11,766,542.70
Commitments	\$ 2,962,387.61
Remaining Budget (uncommitted)	\$ 8,804,155.09

41.38 Percent of Budget Spent - February
 (Excluding Commitments)



\$11,766,543 of YTD Budget Remaining - February
 (Excluding Commitments)

56.14 Percent of Budget Spent - February
 (Including Commitments)



\$8,804,155 of YTD Budget Remaining - February
 (Including Commitments)

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 04 FEBRUARY 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW212906	Equipotential bonding	83,441	83,440.65	0	0.35	Complete	2/09/2024	Project Complete	N/A	100%
CW222965	DYS Community Hub	207,450	19,689.49	4,400.00	183,360.51	Procurement	30/06/2025	Externally funded project. The tender for the Dysart Hub closed on 23 January with a single response. Please note that these works are being combined with CW253318 DYS Library External Works. The tender is still under procurements evaluation process, but all works will be completed by 30 May allowing the month of June as contingency.	Low	20%
CW222966	STLAW Community Hub	219,489	0	25,100.00	194,389.00	Planning/ Design	30/06/2025	Undertaken site visits and staff consultation, leading to the creation of concept papers. Officers will plan a path to initiate community consultation sessions if deemed a requirement by divisional Councillors. Project is a risk of non-completion this financial year.	High	10%
CW223013	MBH Community Centre - Refurbishment	10,998,539	6,812,140.73	2,373,119.77	1,813,278.50	Construction	14/02/2025	Construction nearing completion. Officers are working closely with the superintendent and contractor to finalise the variation listing. The pending variation list aligns with the information provided to council in late 2024.	High	80%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 04 FEBRUARY 2025

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW233122	CLM Aerodrome Refuelling Tank	67,118	75,109.90	0	-7,991.90	Complete	30/10/2024	Project Complete. Overspend to be balanced through quarterly reviews.	N/A	100%
CW233123	CLM Caravan Park Emergent Electrical Work	219,378	48,436.20	55,207.94	115,733.86	Planning/ Design	30/06/2025	This project is stage 2 in replacing main site board. Submains base load testing occurring to review scope of project due to Stage 1 works encountering sub mains failure. Sub boards mains fault occurred Xmas shutdown period and investigations in progress, likely replacement of 2 x sub-boards from stage 3 program needing to be brought forward to early works.	High	30%
CW233125	NBO Truck Wash Renewal	25,333	1,778.40	15,362.20	8,192.40	Construction	28/02/2025	Primary scope of works complete, electrical fault rectified and remaining budget is for fabrication repairs with commitments conducted works awaiting	Low	90%
CW243164	MBH Animal Management Centre Renewal	99,182	54,578.96	0	44,603.04	Construction	30/04/2025	Further fencing required which has been ordered at no cost to council but this mistake by the contractor has extended the scheduled completion date.	Low	80%
CW243165	CLM Museum Drainage Rectification	95,834	97,256.00	657.80	-2,079.80	Construction	7/01/2025	Project Complete, overspend to be balanced in quarterly reviews.	Low	90%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 04 FEBRUARY 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW243166	Flaggy Rock Septic - Partial replacement	258,448	214,315.09	44,132.45	0.46	Complete	2/09/2024	Project Complete – open commitment is for consultants	N/A	100%
CW243170	CORP Pools Emergent and/or Prog Renewals	19,980	19,980.00	0	0	Complete	30/08/2024	Project Complete	N/A	100%
CW243171	CLM Swim Pool design and emergent works	4,750	4,750.00	0	0	Complete	30/09/2024	Project Complete	N/A	100%
CW243172	CLM Civic Centre Roof replacement	611,382	0	119,400.02	491,981.98	Procurement	30/06/2025	This project is a high priority. Design works complete and tender Package is in the final stages of drafting for release by end of February. Works will commence in April with a Mid-June completion expected – weather dependant	Medium	10%
CW243175	CORP Halls/Centres Emergent and/or Prog	79,376	71,601.40	0	7,774.60	Complete	30/09/2024	Project Complete	N/A	100%
CW243176	CLM Caravan Park Utilities Renewal	19,744	8,000.00	800.00	10,944.00	Construction	28/02/2025	Final works pending Jan/Feb	Low	80%
CW243227	DYS Miners Memorial	150,000	0	17,200.00	132,800.00	Planning/ Design	30/06/2025	Project working group has been meeting to enable the design of the Dysart	Medium	20%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 04 FEBRUARY 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
								Memorial, this is progressing with the key feature (laser-cut steel globe) currently in production. This project is at risk of non-delivery by June 30 as completion will be dependant on external parties providing additional capital investment for its completion. The required financial co-contributions will be calculated at the completion and adoption of the design.		
CW243241	NBO Showgrounds Stage 1	1,683,452	161,327.41	8,083.52	1,514,041.07	Procurement	30/06/2025	Externally funded project Full tender package issued to market with high level of interest by local contractors. Some of the project budget is at risk of non-expenditure as works will need to be undertaken around signature events and may run into Q1/Q2 of FY25/26, this will still align with the external funding agreement but not Councils reporting periods.	Medium	30%
CW243246	Isaac Solar	415,490	4,206.02	32,219.10	379,064.88	Procurement	30/06/2026	Externally funded project Clermont Solar evaluation complete, recommendation report with procurement, waiting to award.	Medium	10%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 04 FEBRUARY 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
								Moranbah Solar is being delivered by Corporate Properties. Expect tender to be released mid-March 2025.		
CW243250	CLM Showgrounds Main Arena Renewal	13,231	0	5,344.48	7,886.52	Construction	2/06/2025	Main surface renewal completed, perimeter upgrades to occur Q3	Low	80%
CW253316	Isaac Country University Centres	700,000	0	48,100.00	651,900.00	Procurement	30/06/2025	Full budget expenditure by 30 June will be unachievable. Moranbah Centre design completed, and tender issued to market with strong interest, but delays are being realised for the Clermont Centre design which forms the majority of expected expenditure. Moranbah Centre will be completed on or before 30 May 2025.	High	20%
CW253317	CORP Town Christmas Trees	125,000	88,776.40	0	36,223.60	Complete	21/11/2024	Project Complete	N/A	100%
CW253318	DYS Library External Works	100,000	0	0	100,000.00	Procurement	30/06/2025	Being delivered in conjunction with CW222965 DYS Community Hub. The tender is still under procurements evaluation process, but all works will be completed by 30 May allowing the month of June as contingency.	Low	10%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 04 FEBRUARY 2025

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253319	CLM Saleyards pens renewal	185,000	124,215.09	6,631.64	54,153.27	Construction	28/02/2025	In construction completion Jan/Feb	Low	80%
CW253320	CLM Showgrounds Electrical renewals	185,000	0	6,940.00	178,060.00	Planning/ Design	30/06/2025	Submains testing report required to inform scope and tender process. Report received, tender preparation during February 2025 for March release to market. Completion date to be determined following receipt of quotes.	Medium	20%
CW253321	MBH - GCAC 25m Thermal cover renewal	125,000	0	0	125,000.00	Planning/ Design	30/06/2025	Scope development commenced.	High	10%
CW253322	GLN - Pool amenity and grandstand area	180,417	0	0	180,417.00	Planning/ Design	30/06/2025	Scope development commenced.	High	10%
CW253323	MBH - GCAC Plant room rectification	195,000	0	0	195,000.00	Procurement	30/06/2025	Tender has been sent out to market on the 07/01/2025 waiting for responses.	High	10%
CW253324	CORP - Pools Emergent Renewals	158,816	68,754.26	0	90,061.74	Construction	30/06/2025	Ongoing purchasing being undertaken.	Low	60%
CW253325	MBH - 50m pool expansion joint renewal	195,000	0	93,363.42	101,636.58	Construction	30/06/2025	Project has been awarded and will be started in the off season.	Medium	20%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 04 FEBRUARY 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253326	DYS - Pool Light Pole replacement	30,000	0	22,077.70	7,922.30	Construction	28/02/2025	Works were to progress on the 16 th of January, contractor has delayed due to scheduling with contractors and closing of the pool to reduce the risk with drop zone demarcation.	Medium	40%
CW253327	GLN Rec Centre - Toilets Stump renewal	261,968	0	0	261,968.00	Planning/ Design	30/06/2025	Scope development in progress.	High	0%
CW253328	DYS Kindergarten - Structural repairs	175,000	0	0	175,000.00	Planning/ Design	30/06/2025	Project will not progress due to asset not being owned by ISAAC Regional Council. Will engage consultant for updated movement to one structural as part of the due diligence to the owner.	N/A	0%
CW253329	STL Hall - Kitchen upgrade	65,000	0	4,999.00	60,001.00	Planning/ Design	30/06/2025	Consultant has been engaged to undertake design of kitchen. Meeting contractor at Hall January, date to be decided.	High	0%
CW253330	CORP Halls Emergent and /or Prog renewal	120,000	81,176.61	25,064.86	13,218.53	Construction	30/06/2025	Project works undertaken to the Camila Hall playground and drainage issues and Flaggy Rock Playground compliance issues.	Low	80%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 04 FEBRUARY 2025



Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253331	Isaac Resources Excellence Precinct	2,000,000	266,742.69	53,643.71	1,679,613.60	Procurement	25/06/2027	Externally funded project. Project Management has been awarded. Design tender in final stages of evaluation. Road works tender out to market, closing 12 February. Water and sewer investigation ongoing. Advice received from the consulting engineer's states that the road infrastructure will expend a high portion of the nominated budget and these works will be completed by 30 June 2025 – weather dependant.	Medium	10%
OVERALL		20,072,818	8,306,275.30	2,962,387.61	8,804,155.09					

IMPLICATIONS

The provision of departmental reports will provide Council visibility of the operational aspects of the Community Education and Compliance department.

CONSULTATION

Director Planning Environment and Community Services

Community Education and Compliance Department

BASIS FOR RECOMMENDATION

The recommendation is to receive and note the content of this report which provides an accurate overview and status update of the Community Education and Compliance Department's operational commitments.

ACTION ACCOUNTABILITY

The Manager Community Education and Compliance is responsible for the strategic direction and operational deliverables of the Community Education and Compliance Department, including reporting on delivery of its Business Plan and approved operational projects.

KEY MESSAGES

The Manager Community Education and Compliance will provide information on a regular basis to keep Council well informed of the performance and developing initiatives within the departments area of operations.

Report prepared by:	Report authorised by:
NISHU ELLAWALA	DANIEL WAGNER
Manager Community Education and Compliance	Director Planning, Environment and Community Services
Date: 3 February 2025	Date: 3 February 2025

ATTACHMENTS

- Attachment 1 – Community Education and Compliance Departmental Quarterly Update February 2025
- Attachment 2 – Community Education and Compliance Departmental Business Plan 2024/2025

REFERENCE DOCUMENT

- Nil

COMMUNITY EDUCATION AND COMPLIANCE DEPARTMENT

QUARTERLY UPDATE
FEBRUARY 2025

Current as at 28.01.2025

Presented by **Manager Community Education and Compliance**



EXECUTIVE SUMMARY

This report is a quarterly overview of operational commitments for the Community Education and Compliance Department's activity presented in February 2025.

HIGHLIGHTS

- **New Team Member:** Welcomed Beth Carmichael as the new Administration Officer Trainee, joining the team to support key administrative functions.
- **Traineeship Milestone:** Eva Syminton, 2024 Trainee Administration Officer, has successfully completed her traineeship and is now assisting with the Approved Inspection Program's administrative tasks and onboarding the new trainee.
- **Successful Completion of Licence Renewal Period:** The annual renewal period for Food Business and Personal Appearance Service Licences concluded at the end of November. A total of 174 renewal notices were issued, with 170 licences successfully renewed. This process ensured continued compliance and supported local businesses in maintaining high standards of safety, quality, and professionalism.
- **Illegal Dumping Signage:** Collaboration between Community Education & Compliance, Environmental Health, and Media teams led to the design and production of new illegal dumping signs for hotspot areas.
- **Overgrown Property Compliance:** Compliance Officers have proactively identified and investigated approximately 50 overgrown properties following recent rainfall and warmer temperatures.
- **Responsible Dog Ownership:** Planning continues for the Selective & Systematic Inspection Program to enhance responsible dog ownership and community education.

THREE MONTH OUTLOOK

- **Queensland Civil and Administrative Tribunal matter:** Community Compliance Officers are preparing to defend a regulated dog declaration (Dangerous) issued in October 2024, in which the dog owner appealed the Council's decision to the Queensland Civil and Administrative Tribunal (QCAT). A directions hearing was held in January 2024, during which each party agreed to produce documents between February 2025 and May 2025. Pre-final direction hearing and final hearing dates have yet to be advised.
- **The systematic inspection program in Dysart:** will commence on 3 February 2025 and be in force for twelve weeks, expiring on 2 May 2025. The purpose of the program is to monitor compliance with the *Animal Management Act (Cats and Dogs) 2008 and Isaac Regional Council Local Law 1 (Administration) 2011 and Isaac Regional Council Local Law 2 (Animal Management) 2011* in relation to the keeping of dogs.
- **The selective inspection program:** will commence on 3 February 2025 and will be in force for a period of twelve weeks expiring on 2 May 2025. Property inspections will be conducted throughout the Isaac Regional Council area where a dog had been registered up to 31 August 2024, and the Council has not received a renewal for that registration.
- **The Microchipping in March program:** is programmed to commence in March. Free microchipping is offered to residents of the Isaac Regional Council area who currently have a registered dog with Isaac Regional Council. Moranbah Veterinary Clinic, Clermont Veterinary Surgery and Sarina Veterinary Surgery are on board with the program yet again this year.

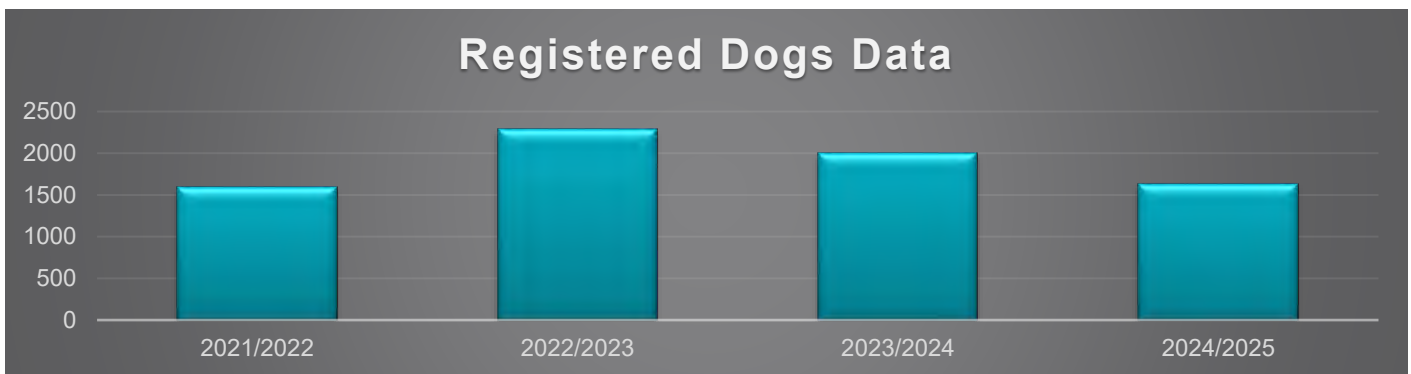
- **Annual Food Inspections:** Scheduling and coordinating routine food business inspections to ensure compliance with food safety standards.
- **Response to Queensland Health:** Preparing a response regarding the potential changes to food business priority classifications and assessing their impact on local businesses and compliance requirements.
- **Ongoing Recruitment Efforts:** Progressing the recruitment of key positions, including Community Compliance Officers; Animal Management Attendants and Survey Officers.
- **Sign Deployment & Surveillance:** Illegal dumping signs have been distributed across identified hotspots. Increased use of surveillance cameras, with ongoing footage review.

EMERGING ISSUES

Resourcing challenges, notably recruitment of long-standing vacant positions, challenges backfilling maternity leave positions, and the recruitment of survey officers for the inspection program, have resulted in delays in the commencement of several operational plan projects. A review of operational project needs and priorities will be undertaken in February 2025, and resources and delivery timeframes will be allocated accordingly.

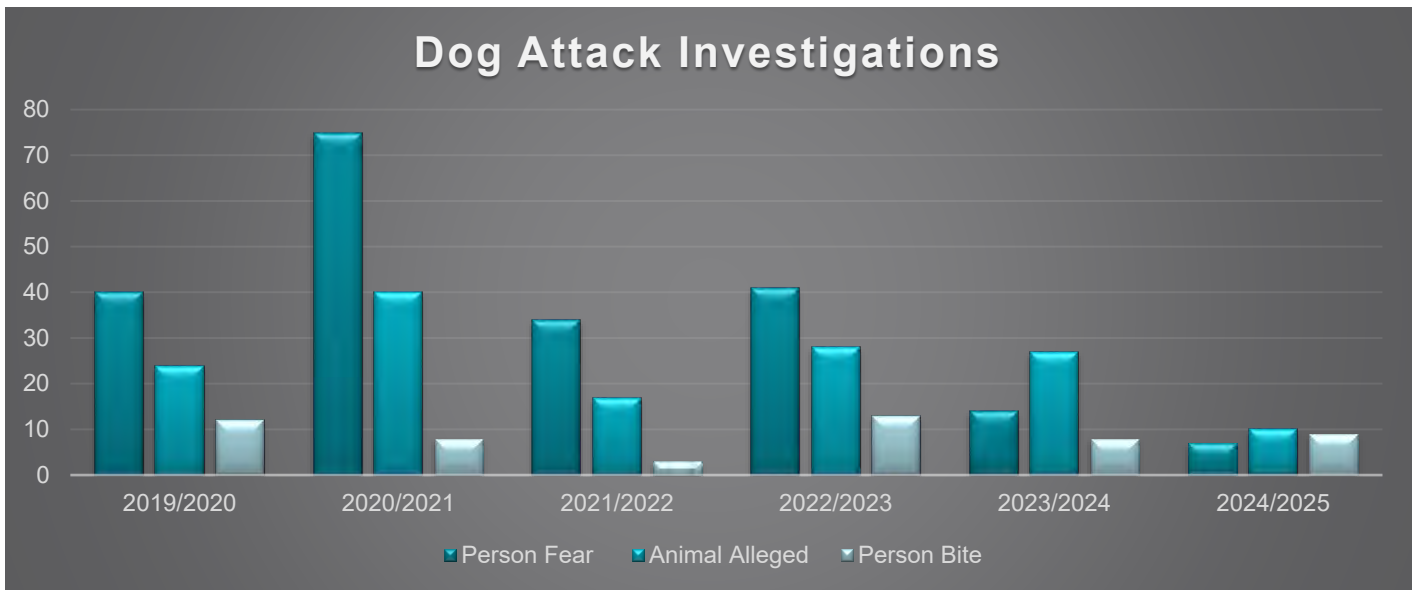
THREE MONTH OVERVIEW – PERFORMANCE REPORTING

Animal Management – Registered Dogs:

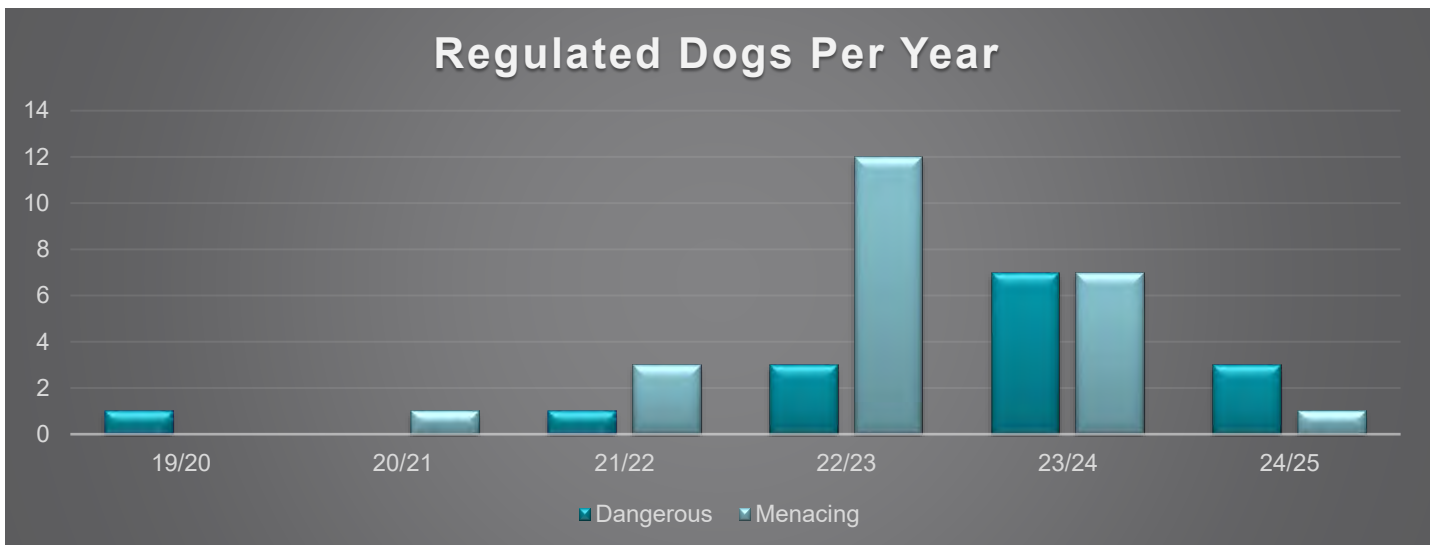


Description	November 2024	December 2024	January 2025	Rego YTD
New Dogs Registered	28	10	30	208
Puppy Registrations (inc. in registration numbers)	5	0	9	61
Dog Registration Renewals	18	11	7	1426
Total Registered				1634
Dog Registration – non-renewals				849

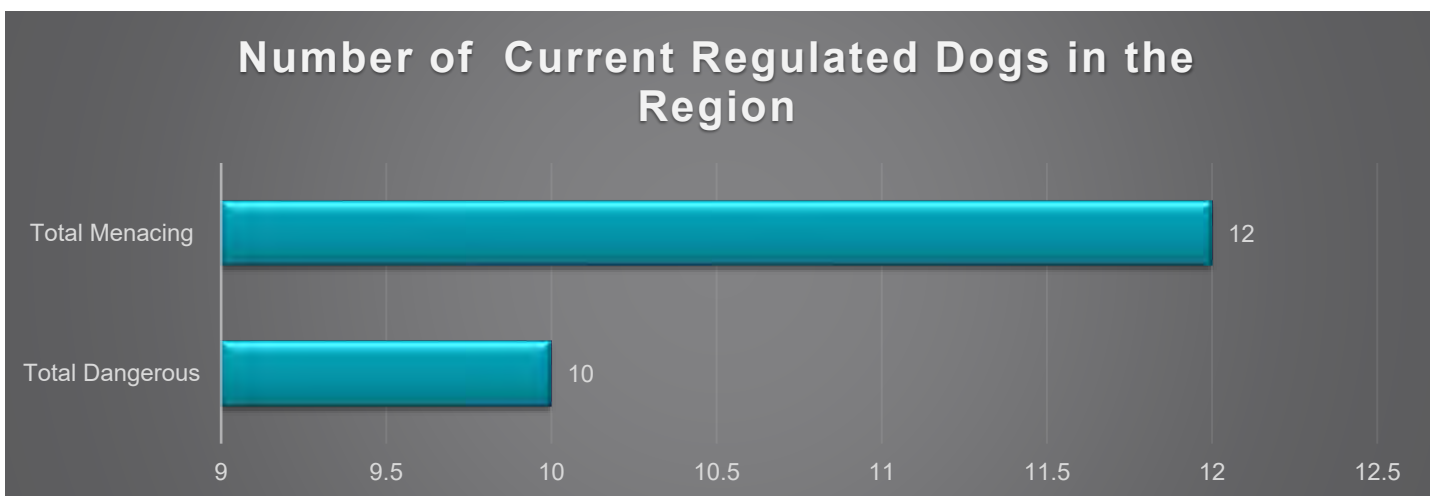
Dog Attack Investigation Data:



Regulated Dog Data:



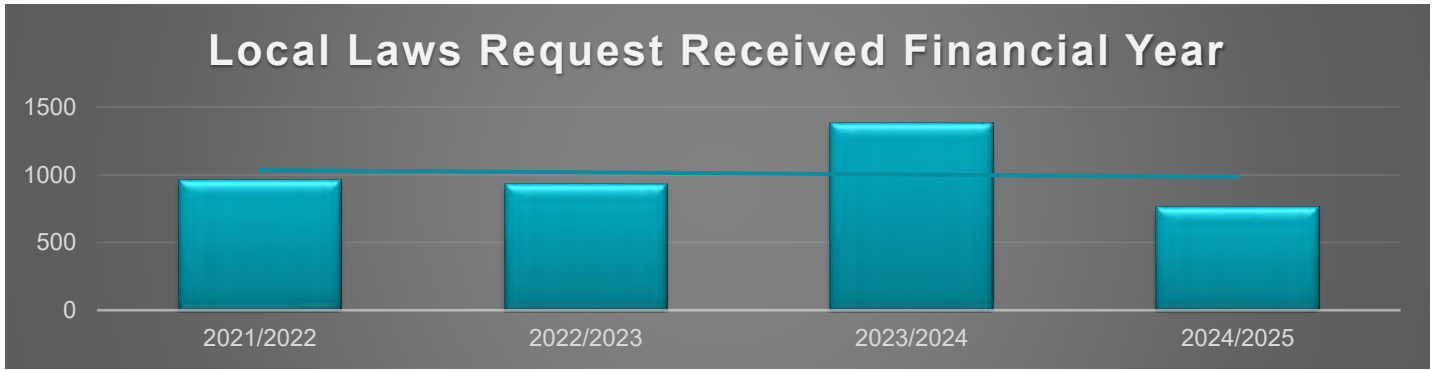
Number of Current Regulated Dogs in the Region:



* Missing Dogs two Regulated dangerous dogs

** Missing one Regulated Menacing Dog

Local Laws Compliance Customer Request Activity



The Local Laws unit received 80 requests in January 2025 resolving 54 requests during the period. The remaining service request is under ongoing investigation.

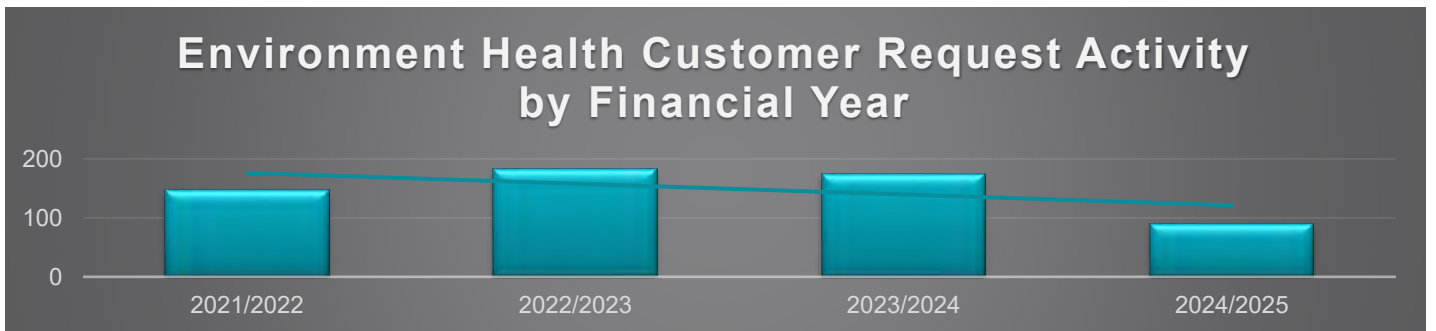
Building Search Services

Description	November 2024	December 2024	January 2025	Financial YTD
Building Property Searches	25	10	7	97
Archiving of private other certifier approvals	7	7	1	52

Plumbing Services

Description	November 2024	December 2024	January 2025	Financial YTD
New Applications	10	1	5	37
Total Decided	10	1	3	35
Description	November 2024	December 2024	January 2025	Financial YTD
Plumbing Inspections	7	13	7	109
Trade Waste Audits	33	1	12	50
Backflow Testing	0	14	16	127

Environmental Health Services



Environmental Health Services received 10 requests in January 2025 and resolving 4 requests. The remaining service request is under ongoing investigation.

Type of Licence	Number
Full Food Licence	143
Potable Water Carriers	28
Temporary food licence (notes)	8
Personal Appearances Services	6
Commercial Use of Local Government Controlled Areas and Roads Approval (notes)	10
Total	195
Notes:	
<ul style="list-style-type: none"> • Temporary fit licenses are investigated at the time of issue and are not included in the annual inspection schedule. • Inspection are conducted when a complaint of service request is received and or when a single large event takes place for example the Clermont Show when officers conduct an inspection program for that that event. • These license types are commonly issued for once of events. • Commercial Use of Local Government Controlled Areas and Roads applications are assessed at the time of issue and do not require an annual inspection. 	

Service Level	Target	November 2024	December 2024	January 2025	FY YTD	Current Performance %	Service Level Type
Annual inspection of licensed food businesses undertaken	143 premises	13	6	7	47	32.87 %	Operational
Annual inspection of licensed potable water carriers	28 Premises	0	1	0	10	35.71%	Operational
Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken	6 premises	0	0	0	2	33.33%	Operational

Applications Received	November 2024	December 2024	January 2025
Number of Food Business Licence Applications (New Business)	2	0	2
Number of Food Business Licence Applications (Amendment of licence)	0	1	0
Number of Short/Long Term Temp Food Business Licence Applications	1	0	0
Number of Mobile Food Business Licence Applications	0	0	0
Number of Potable Water Carrier Applications	3	0	0
Number of Food Business Licences Issued (fixed, mobile, pwc, long term temp, short term temp, amendment)	4	6	1
Notification of Non-Profit Organisation Food Event received	0	2	1
Notification of Non-Profit Organisation Food Event - approval granted	0	2	1
Number of Personal Appearance Service Licence Applications (New Business)	0	0	0
Number of Personal Appearance Service Licence Issued (New Business)	0	0	0
Annual Food Business Licence Renewals Received	36	34	0
Annual Food Business Licences Renewals Issued	50	58	0
Annual Personal Appearance Service Licence Renewals Received	2	2	0

Annual Personal Appearance Service Licence Renewals Issued	2	2	0
Renewal Notices Issued (Food and PAS)	0	0	0
Sale Search Application Received	0	0	0
Sale Search Reports Issued	0	0	0
Number of Commercial Use of Local Government Controlled Areas and Roads Approval Applications Received	1	1	0
Number of Commercial Use of Local Government Controlled Areas and Roads Approval Approvals Issued	1	1	0

CAMPAIGN AND EDUCATION HIGHLIGHTS

Dog Desexing Incentive Draw Winners Update:

The November 2024 winners of the Dog Desexing Incentive Draw are Sarah Lynch and her dog, Honey, from Dysart and Kristy Martin and her dog, Jinx, from Moranbah. Each received a \$100 shop gift card. The campaign is ongoing, with additional chances to win in February, May, and August 2025.



Social media Education Campaign update:

The department's social media education campaign in November, December and January continued its focus on key public safety and compliance issues, building on the momentum from previous months. The campaign topics included:

Annual Food Business License renewals -

This campaign aimed to remind Food Businesses of their obligations and responsibilities when holding a food business licence. All food business licence holders were sent a renewal in early September for completion prior to the current licence expiry of 30 November 2024. To renew your licence, an application form must be completed and submitted along with the licence fee payment.

Isaac Regional Council
2h · 🌐

🔔 Reminder: Annual Food Business Licence renewals are due 30 November 🗓️

If you are a licensed food business owner, you should have received your renewal notice with payment details via mail. Haven't received it? Please contact us at 1300 47 22 27.

To renew your licence, please complete the application form and submit it along with the licence fee payment using one of the following methods:

- In Person: At any Isaac Regional Council Office
- By Mail: Isaac Regional Council, PO Box 97, Moranbah Qld 4744
- Email: records@isaac.qld.gov.au

If you are starting a new food business and want to acquire a licence to prepare, cook and sell food, an application form for a food licence can be collected from an Isaac Regional Council Office or downloaded from the Council's website 🌟

<https://www.isaac.qld.gov.au/.../Busin.../Food-Businesses...>



"IT'S OKAY! MY DOG IS FRIENDLY!" No, it's not okay!

A common misconception among dog owners is that a friendly dog can approach any other dog without issue. However, this mindset can lead to stressful or even dangerous encounters. Not all dogs are comfortable with social interactions—some may be anxious, in training, recovering from illness, or simply prefer their space.

This post emphasises the importance of respecting other dogs' boundaries and recognising that every pet has unique needs. It encourages responsible dog ownership by promoting leash etiquette, asking for permission before approaching other dogs, and understanding that friendliness does not override the need for safe and controlled interactions.

Isaac Regional Council
1h · 🌐

🚫 "IT'S OKAY! MY DOG IS FRIENDLY!"
🚫 No, it's not okay!

In Queensland, all dogs must be on a leash in public spaces to ensure everyone's safety.

🐾 It's wonderful that your dog loves meeting new friends, but not all dogs (or their humans) are comfortable with that. Some dogs may be nervous, in training, or simply just prefer to be left alone.

👂 Respect others & their need for space.

🦮 Keep your dog on a secure leash (including locking retractable leashes) and avoid letting them approach others without permission.



Pets and School Holidays - The campaign was aimed to raise awareness and provide some tips when leaving pets behind during holidays.

Key points:

When traveling without pets, it's important to arrange for their care to ensure they have enough food, water and won't cause a nuisance to the neighbourhood. Before sending a pet to a friend's, check that the fences and surroundings are escape proof.

Isaac Regional Council
33m · 🌐


🐾 Don't forget about your furry friends this holiday season 🐾

When you're heading out of town, make sure your pets are well taken care of. Leaving your pets home alone can lead to boredom, and sometimes they may try to escape – putting them at risk of accidents, injuries, or even getting lost 🐾

If you'll be away for more than a few days, it's important to go beyond just a quick feed. Whether it's asking a trusted friend to stay at your place or arranging for your pet to stay at their home, make sure they're safe, secure, and comfortable.

👉 Pro Tip: Before sending your pet to a friend's, check that the fences and surroundings are escape-proof!

If a friend isn't available, don't worry – professional dog boarding kennels or pet sitting services are a great option. It's a small price to pay for your pet's safety and your peace of mind. 🐾❤️



Pool Safety this Summer - The campaign emphasises the importance of complying with pool safety laws to protect children. It reminds pool owners, including those with inflatable or portable pools, that certain safety measures, like proper barriers, are required for pools over specific depths or volumes.

Isaac Regional Council
34m · 🌐

👉 Is Santa thinking of bringing the kids an inflatable/portable pool so they can enjoy a splash this summer? 🏊🌊

If so, don't forget:

Pools that can be filled with a depth of more than 300mm or Pools that have a volume of more than 2000L must follow all pool safety laws, including the correct barriers. 🏊🌊 It's all about keeping our little ones safe. 🏡👶

If you have a pool in your backyard, pool safety laws apply to you. Visit <http://www.isaac.qld.gov.au/.../Pool-Safety-and...> for more information. 📄

Did you know there are eight aquatic centres across the Isaac Region? 🏊🌊 Visit <https://www.isaac.qld.gov.au/Facilities/Pools> to find a pool near you. 🏡👶



Christmas Food Safety Tips—This social media message was intended to raise awareness about essential food safety practices during the festive season. It aims to minimise the risk of foodborne illness by providing practical tips for preparing, storing, and handling food safely while encouraging readers to enjoy a safe and delicious holiday.

Isaac Regional Council
3m · 🌐

📌 Having a food filled Christmas?
📌 Here are some food safety tips for this festive season!

Here's some food safety tips to ensure your Christmas is memorable for the right reasons:

- ✅ Prepare food as close as possible to the eating time and make sure there is enough space in the refrigerator to keep cold food at 5°C or lower
- ✅ Refrigerate leftovers immediately after the meal and use within two to three days
- ✅ Ensure you maintain good food hygiene at all times when handling food to minimise the risk of cross-contamination
- ✅ Regularly wash your hands with soap and water, particularly after handling raw meat or other potentially hazardous foods
- ✅ Use different cutting boards for each food type, such as meat, seafood and vegetables and salads
- ✅ Make sure food is thoroughly warmed through when eating leftovers.

Let's make this festive season both delicious and safe! 🍷 🍷 🍷

For more tips visit Food Safety Information Council



Not every dog wants a pat - The purpose of this social media message is to promote responsible and considerate behaviour when encountering dogs in public spaces. It aims to:

- Awareness: Not all dogs are comfortable with being approached or patted; some may feel anxious or stressed.
- Respect: Emphasise the importance of respecting a dog's personal space and the owner's preferences.
- Safety: Educate the public on asking for permission before interacting with a pet.
- Regulations: Reinforce Queensland's leash laws for public safety.
- Community Impact: Encourage a positive, pet-friendly environment for all

Isaac Regional Council
1d · 🌐

Friendly reminder: not every dog wants a pat 🐾

It's hard to resist a cute dog on a walk, but remember – not all dogs are comfortable with being patted, and not all owners want their pets approached.

Always respect a dog's personal space and ask the owner for permission if you'd like to interact. 🐾 Keep in mind that in Queensland, dogs must be on a leash, and many are out for exercise, training, or might feel anxious around strangers. 🐾

Let's all do our part to keep walks enjoyable and peaceful for both pets and their owners! 😊



Illegal Dumping - The campaign aimed to raise awareness about the impacts of illegal dumping. The focus was on promoting responsible behaviour among the community

Isaac Regional Council
11 minutes ago

See it, report it, stop it

Illegal dumping and littering do more than make our beautiful communities look bad.

When you dump rubbish, it can:

- 👉 Pollute our environment
- 👉 Affect the safe use and enjoyment of our outdoor spaces
- 👉 Threaten the life of pets and wildlife
- 👉 Introduce pests and weeds in our natural areas
- 👉 Block waterways and roads causing flooding

Report illegal dumping by calling 📞 1300 ISAACS (1300 47 22 27) or through the 📱 Snap Send Solve app.

Make sure you get as many details as you can, including:

- 👉 Time, date, place, and description of litter
- 👉 Registration number, make/model, colours, or distinguishing features of vehicle
- 👉 Description of the person making the offence (including location in vehicle, clothing, gender)



Mosquito Management around the home

The campaign aimed to raise awareness, encourage preventative actions, promote public health, provide seasonal alerts, engage the community, and share available resources for effective mosquito control.

Isaac Regional Council
16 January at 10:00

The Isaac Region has had some heavy rain over the last few days ☁️ and where wet weather goes the mosquitoes are sure to follow 🦟

Protect yourself and your loved ones from mosquitos 🦟 and the disease they can carry.

Follow these tips to reduce mosquito numbers in your area:

- ✅ Remove stagnant water where mosquitos can breed around your home.
- ✅ Ensure rainwater tanks are sealed and inlet and outlet pipes are screened.
- ✅ Keeping your lawns mowed.
- ✅ Killing adult mosquitos with flying insect and surface sprays.
- ✅ Don't forget the kids! On babies, you might need to spray or rub repellent on their clothes instead of their skin. Avoid applying repellent to the hands of babies or young children.

Remember to TIP IT, STORE IT and THROW IT before the rainy weather sets in.

For more tips on mananging mosquitos in your neighbourhood:
<https://www.isaac.qld.gov.au/.../Public-Health.../Mosquitoes>



CORPORATE REPORTING

DEPARTMENTAL BUSINESS PLAN 2024/25

KEY PRIORITIES AND PROJECTS 2024/2025

CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	MEASURE OF SUCCESS (KPI)	Status
Governance for Accountability Leading and Enabling a Changing World	Continue the Customer-Focused Review: Deliver customer-focused service reviews across the Department to ensure customer-led business improvements are implemented to improve relationships within the industry and the community.	Customer Feedback	On Target
Governance for Accountability	Training and development of officers	Compliance & Certification Rate – Percentage of officers meeting mandatory compliance training requirements.	On Target
Governance for Accountability	Plan and Deliver Monthly Education Awareness messaging	Customer Request and Voluntary Compliance	On Target
Governance for Accountability	Subject to appropriate staff resources, undertake the Internal Audit Recommendation Actions listed on Table 1	Delivery of the program	Below Target
Governance for Accountability	Plan and deliver an approved systematic inspection program (a) Approved Systematic Inspection Program Dysart (b) Approved Selective Inspection Program - Non-Renewed	Delivery of the program	On Target
Governance for Accountability	Plan and Deliver Microchipping in March program	100% Delivery of the program in March	On Target
Governance for Accountability	Plan and Deliver Desexing Incentive Draw	Delivery of the program	On Target
Governance for Accountability	Local Government Illegal Dumping Partnerships Program – Round 2B	Delivery of the program	On Target
Governance for Accountability	Subject to appropriate staff resources and Council Enterprise IT systems that support Infield IT Service Delivery - Automation of application and application	Delivery of the program	Below Target

	assessment processes using TechOne and Mobility	
Governance for Accountability	Subject to appropriate staff resources, develop and implement mobile food inspections.	Below Target
Governance for Accountability	Environmental Health Whitsunday, Isaac, Mackay EHWIM Meeting	4 Partnership meetings are attended per year, and 1 hosted in Isaac Each year On Target

Planning Environment & Community Services Community Education & Compliance

BUSINESS PLAN FINANCIAL YEAR – 2024/2025

Prepared by: Manager Community Education & Compliance
Current as at: 28 January 2025

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PURPOSE

The purpose of this Business Plan is to ensure the implementation of Isaac Regional Council's Corporate Plan through the programs, functions and services provided by the featured department.

Business plans will inform the development of the annual operations plan of the council, as well as operational and capital budgets, to identify projects that require concept briefs for approval for new or unique capital and operational projects.

The Business Plan influences the development of the Annual Operational Plan and Budgeting, identifying the performance measures that will determine how the Corporate Plan's outcomes are being achieved. Business plans will inform the development of the annual operations plan of the council, as well as operational and capital budgets, to identify projects that require concept briefs for approval for new or unique capital and operational projects.

SCOPE

The business plan applies to all operational functions of the department, supporting the strategic direction of the Directorate and Council.

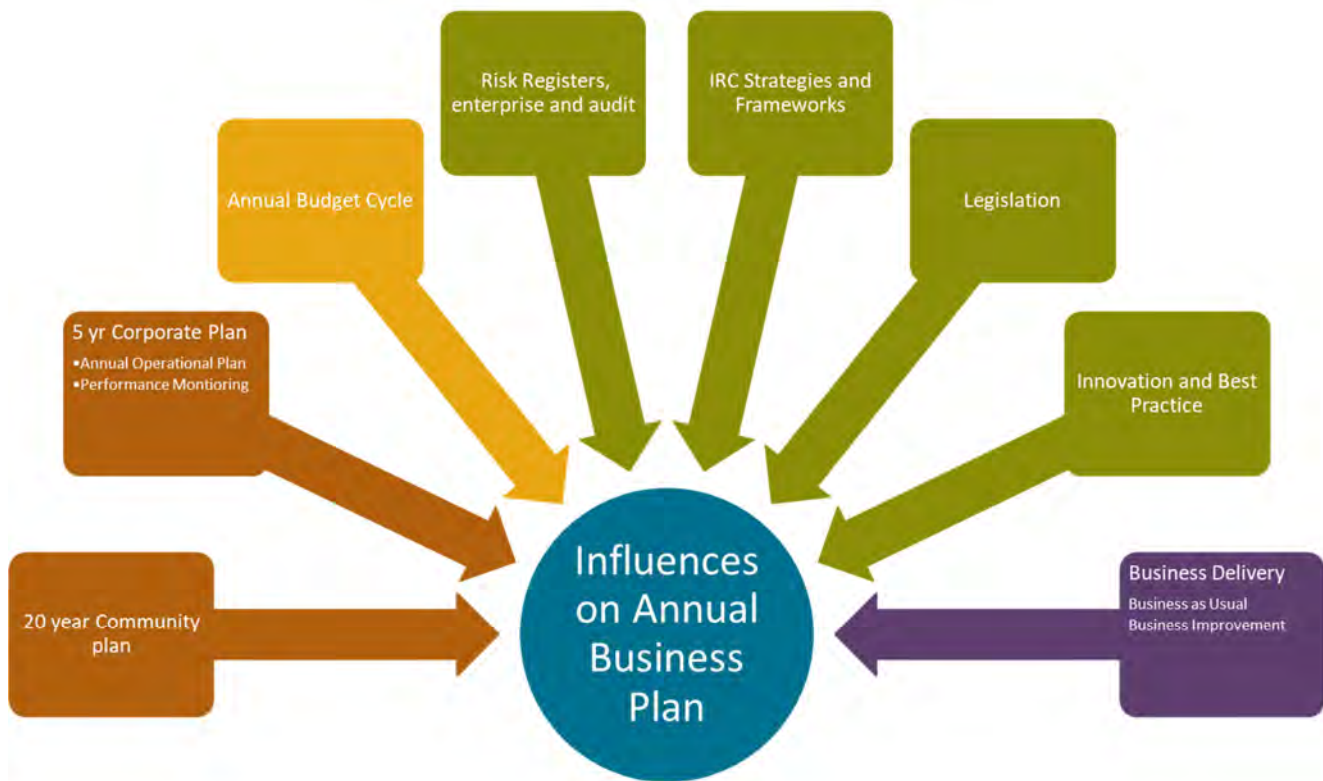
KEY FOCUS AREAS

We're delivering in a changing world. At Isaac, the how matters



BUSINESS PLAN INFLUENCES

How the Business plan is the key link to all business activities.



COMMUNITY EDUCATION AND COMPLIANCE PLAN ON A PAGE

DEPARTMENT NAME Community Education and Compliance

DEPARTMENT OBJECTIVES To build and create value for the communities of Isaac by delivering trusted customer service in the areas of Community Education and Compliance

- KEY FUNCTIONS**
- Department Management
 - Building Property Search Services
 - Compliance Services
 - Community Education Services
 - Building Services and Development Compliance Services
 - Environmental Health Services
 - Plumbing Services



OVERVIEW

KEY STAKEHOLDERS

Elected Members
 Chief Executive Officer
 Executive Management (Executive Leadership Team)
 Internal Referral Partner Departments
 Community Members
 Local Businesses
 State Government/Local Government
 Local Government Association of Queensland
 Rescue Groups
 Queensland Police Service
 Real estate agents
 Royal Society for Prevention of Cruelty to Animals Queensland
 Schools and Early Learning Centres

RESOURCES 17 FTE



STRATEGY

KEY STRATEGIES

Corporate Plan
 Operational Plan
 Food Safety Strategy
 Illegal Dumping and intervention Plan
 Community Education Plan
 Community Education and Compliance policy
 Enterprise Risk Management

KEY LEGISLATION

Local Government Act 2009 (LGA 2009)
Local Government Regulation 2012
Animal Management (Cats and Dogs) Act 2008
Environmental Protection Act 1994
Food Act 2006
Isaac Regional Council Local Laws 2011
Local Government Act 2009
Plumbing and Drainage Act 2018
Public Health Act 2005
Public Health (Infection Control for Personal Appearance Services) Act 2003
State Penalties Enforcement Act 1999
Waste Reduction and Recycling Act 2011



**INFLUENCES
AND RISKS**

KEY INFLUENCES

Skills shortage and staffing recruitment challenges
Service expectations not reflective of the resourcing at hand
Red tape
Outdated IT systems
Prizing the squeaky wheel over the quieter problems

KEY RISKS

Resourcing & succession planning



**PRIORITIES &
PROJECTS**

**KEY BUSINESS AS
USUAL**

(TOP 5)

The Community Education and Compliance team delivers a range of education & compliance services under the following programs:

- Department Management
- Department Administration
- Building & Development Services
- Compliance Services
- Community Education Services
- Development Compliance Services
- Environmental Health Services
- Plumbing Services

**KEY OPERATIONAL
PROJECTS**

- Delivery of the Local Government Illegal Dumping Partnerships Program – Round 2B
- Plan and deliver an approved systematic inspection program (approved/selective).
- Declared Dangerous and Menacing Dog Annual Audits to ensure continuing compliance with conditions of declaration.

-
- Plan and Deliver the Animal Management Community Education.
 - Plan to Deliver Microchipping events and activities programs across the Region.
-

**KEY CAPITAL
PROJECTS**

AMC Moranbah maintenance upgrades

DEPARTMENT OVERVIEW

OUR OBJECTIVES

To provide high-quality community safety, amenity, and built and natural environmental protection services through dynamic and innovative compliance and customer-focused programs and services which empower staff in service excellence.

OUR FUNCTIONS AND SERVICES

The Community Education and Compliance Department delivers a range of services under the following programs:

DEPARTMENT OUTPUTS

OUTPUT	FREQUENCY	INTERNAL/EXTERNAL
Department Management Building Leadership and Culture Delivering Service Excellence Business Efficiency		
Delivery of Council's Corporate Plan Provide accountable and transparent planning and performance assessment by implementing Corporate and Business Planning and Corporate Performance reports.	Ongoing	Internal
Leadership and Culture Pursue service excellence in our people and encourage innovation, teamwork engagement, and fun. Add value to business outcomes by developing strong partnerships and relationships with all stakeholders.	Ongoing	Internal/External
Delivering Service Excellence Pursue service excellence in our service delivery and continuous improvement in policies, systems, processes, and practices.	Ongoing	Internal
Business Efficiency, engagement, and Innovation Encourage innovation and creativity through research and evidence-based practice to enhance organisational efficiency.	Ongoing	Internal
Prudent Financial Management Manage financial resources prudently, responsibly, and effectively.	Ongoing	Internal
Department Administration Provision of excellence in business services and systems improvements to Community Education and Compliance programs and Staff		
Administrative support to CSC These functions include customer service, information management, performance monitoring and reporting, business and system analysis, and a critical interface with Corporate	Ongoing	

Services to ensure alignment and compliance with our various governance frameworks.		
Systems development and Maintenance Maintain corporate software, including setting up of parameters Workflow, parameter and reporting development and maintenance collaboratively with IT Systems Team and Customer Service Team –for the following TechOne System Modules: <ul style="list-style-type: none"> - Infringement Module - Animals Module. - Licensing Module - Registers Module - Applications Module - Customer Service Module Registers 	Ongoing	Internal/External
Administration of SPER, CITEC Coordination of upgrades and reporting for the following Department-specific external Systems under licence arrangements.	As required	Internal/External
Manage the Department licencing renewals functions: Renewal Notices/ Reminders: Annual Animal Registration Renewal; Licences relative to the Department (food, trade waste, etc.)	As required	Internal/External
Manage the Department Searches Services and Reporting Functions: Building and Plumbing information service. Siting Variation administration.	As required	Internal/External
Community Education Services		
Paws-itive Blueprint Education Delivery of the Paws-itive Blueprint education program to the early learning centre, pre-schools, and schools collaboratively with compliance services.	As required	Internal/External
Gather data, analyse, benchmark, and present statistics and recommendations to management in relation to projects proposed and delivered.	As required	Internal/External
Community Compliance Service		
To deliver all aspects of amenity and safety, all aspects of domestic animal management to ensure public safety in accordance with legislation and proactively increase public awareness and community understanding of the need to responsibly manage companion animals, thereby reducing animal-related nuisances.		
Animal Care Services: Impounded companion animal (domestic dogs) care and release. Rehoming of unclaimed domestic dogs.	As required	Internal/External

Animal Public Safety and Nuisance Response. Respond to and resolve Animal Incidents, Declared Dog Audits, Barking Dog Nuisance, and Other Animal Nuisances.	As required	Internal/External
Nuisance Regulation Education and resolution of community requests for regulation of residential nuisances concerning amenity and safety and abandoned Vehicles on Local Government Road network.	As required	Internal/External
Business on Public Place Regulation Assessment, renewal, and compliance service for business in public places.	As required	Internal/External
Building & Development Compliance		
To provide building and land use/development related customer service, investigation, and education services to ensure a safe and healthy community and protect the natural and built environment		
Building & Land Use Investigations Resolution of alleged land use development permit breaches of Building Act, Planning Act /Planning Scheme via education and enforcement actions.	As required	Internal/External
Development Audits Audit of Development Permits on a risk management basis.	As required	Internal/External
Environmental Health Services		
To work collaboratively with business operators, residents, and other government agencies to maintain and enhance the overall quality of life for people who work, live in, or visit Isaac through the delivery of public health and environmental protection services.		
Public and environmental health licensing and approvals: Assess and make decisions on applications for approvals under relevant State legislation for food businesses (fixed, mobile, and/or temporary), environmentally relevant activities (ERAs), higher risk personal appearance services e.g., tattooists, body piercing.	As required	Internal/External
Referral Advice Provide advice and input into DA conditions for environmental health-related issues.	As required	Internal/External
Public and environmental health compliance activities: Public and environmental health inspections illegal dumping enforcement.	As required	Internal/External
Environmental Events, Activities, and Education Deliver education campaigns for business operators and the community to raise awareness about environmental health licensing requirements.	As required	Internal/External

Plumbing Services

To provide plumbing-related customer service assessment, investigation, and education services to ensure a safe and healthy community and protect the natural and built environment

To ensure plumbing works are carried out to standards and specifications:

- Plumbing Certification
- Plumbing Compliance
- Trade Waste Audits
- On-Site Sewerage Designs
- Backflow testing and repairs

As required

Internal/External

PEOPLE RESOURCES (AS AT JANUARY 2025)

UNIT/ SERVICE AREA	NUMBER OF STAFF	TENURE TYPE
Department Management To provide overall leadership and management to the Department with respect to the financial direction, customer service, culture, and service delivery.	1	Full time
Department Administration Deliver excellence in business services and systems improvements to the department.	3 1	Full Time Trainee
Compliance Services Amenity and safety ensure a safe and healthy community, including the delivery of all aspects of animal management to ensure public safety in accordance with legislation and proactively increase public awareness and community understanding of the need to manage companion animals, thereby reducing animal-related nuisances responsibly.	4 1	Full Time (1 Compliance Officer Vacant) (1 Cadet Compliance Officer)
Community Education Services Deliver for the Department and direct to our customers' education and promotion services, influencing social and behaviour changes that achieve proactive, participative, self-regulation/voluntary compliance, which improves public safety and community outcomes of the various legislation administered by Community Education and Compliance.	1	Full Time (Vacant as of 21 June 2023)
Building Services and Development Compliance Services	1	Full Time

To provide building and land use compliance-related customer service, investigation, and education services to ensure a safe and healthy community and protect the natural and built environment.		Vacant Maternity Leave until 3 February 2025
Environmental Health Services To work collaboratively with business operators, residents, and other government agencies to maintain and enhance the overall quality of life for people who work, live in, or visit Isaac through the delivery of public health, education, and environmental protection services	2	Full Time (1 Vacant)
Plumbing Services To provide plumbing-related customer service, assessment, investigation, and education services to ensure plumbing and drainage works are completed to legislative requirements, standards, and specifications to ensure a safe and healthy community and protect the natural and built environment.	2	Full Time

KEY CUSTOMERS/STAKEHOLDERS

CUSTOMERS	WHAT DO OUR CUSTOMERS VALUE?
INTERNAL CUSTOMERS	
Elected Members Chief Executive Officer Executive Management (Executive Leadership Team) Internal Referral Partner Departments	<ul style="list-style-type: none"> • Accessibility and reliability • Maturity and flexibility • Building and promoting a positive workplace culture that upholds Council values • Collaborative initiatives and reciprocal support
EXTERNAL CUSTOMERS	
Community Members	<ul style="list-style-type: none"> • Timely, transparent, and quality customer service • Consistent, fair, transparent, and accountable provision of regulatory services • Proactivity in protecting the natural and built environment ensuring broader public health. • Clear and accurate information that is consistent and easy to understand that demonstrates Council's expected values and behaviours and excellent customer service • Provision of high-quality education and support services • Care and compassion • Value for money in service provision

CUSTOMERS	WHAT DO OUR CUSTOMERS VALUE?
	<ul style="list-style-type: none"> • A collaborative and innovative approach.
Local Businesses	<ul style="list-style-type: none"> • Accessibility and reliability • Consistent, fair, transparent and, in the accountable provision of regulatory services • Provision of high-quality education and support services for local businesses • A collaborative and innovative approach. • Timeframes /efficiency and clear expectations. • Value for money in service provision
State Government/Local Government	<ul style="list-style-type: none"> • Transparent and timely communication • Sharing of best practice • Collaborative initiatives • Participation in regional initiatives • Regional arrangements and policy advocacy • Timely provision of environmental monitoring, incident reports etc
Local Government Association of Queensland	<ul style="list-style-type: none"> • Regional collaboration • Strategic advice and information sharing;
Rescue Groups	<ul style="list-style-type: none"> • Reciprocal philosophy to rehome unwanted animals
Queensland Police Service	<ul style="list-style-type: none"> • Efficient and effective customer service • Clear and accurate information that is consistent and easy to understand • Officer safety escalation and assistance with execution of Warrants
Real estate agents	<ul style="list-style-type: none"> • Education in respect of the type and number of animals that can be kept on a property • nuisance regulations • marketing material and information for tenants
Royal Society for Prevention of Cruelty to Animals Queensland	<ul style="list-style-type: none"> • Community Education • Collaborative rehoming opportunities (Big Adopt Out) • Concurrent initiatives (de-sexing)
Schools and Early Learning Centres	<ul style="list-style-type: none"> • Paws-itive Blueprint education program - promotion of responsible pet ownership

STRATEGIES INFLUENCING DEPARTMENT

Operations and long-term planning instruments for effective department operations.

REFERENCE PLANS	DEPARTMENTAL LINKS
Vision & values	We're delivering in a changing world. At Isaac, the how matters.
2023 – 2028 Community-Corporate Plan	Leading and enabling a changing world, Engaged communities, Inclusive growth for a progressive economy, Liveability through design and infrastructure, Vibrant natural assets, Governance for accountability

Five-year corporate plan Themes	Infrastructure, Governance, Communities, Environment and Economy
Annual operational plan	Includes the themes and strategies of the corporate plan and items in this business plan to identify priorities of projects and services
Asset management plan	Asset class plan
Project management framework	How the project will deliver on projects
Enterprise Risk Management Framework	How we identify and manage risks
Management Plan and Objectives Procedure	How the business planning process is managed at Isaac.

LEGISLATIVE INFLUENCES ON THE DEPARTMENT

REGULATION	RELATED POLICIES
<i>Local Government Act 2009 (LGA 2009)</i>	
<i>Local Government Regulation 2012</i>	
<i>Animal Management (Cats and Dogs) Act 2008</i>	
<i>Environmental Protection Act 1994</i>	
<i>Food Act 2006</i>	
<i>Isaac Regional Council Local Laws 2011</i>	
<i>Plumbing and Drainage Act 2018</i>	<i>Community Education and Compliance Policy</i>
<i>Public Health Act 2005</i>	
<i>Public Health (Infection Control for Personal Appearance Services) Act 2003</i>	
<i>State Penalties Enforcement Act 1999</i>	
<i>Waste Reduction and Recycling Act 2011</i>	
<i>Planning Act 2016 (and subordinate legislation/policy)</i>	
<i>Right to Information Act 2009 (& RTI Regulation 2009)</i>	
<i>Information Privacy Act 2009 (& IP Regulation 2009)</i>	
<i>Public Records Act 2002</i>	
<i>Work Health and Safety Act Queensland 2011</i>	<i>WHS Policy Statement and Health and Wellbeing Policy Statement</i>

COUNCIL POLICY INFLUENCING DEPARTMENT REFERENCE PLANS

REFERENCE PLANS	DEPARTMENTAL LINKS
Community Education and Compliance Policy	Outlines Isaac Regional Council's risk- and outcome-based approach, as well as its priority-setting process for compliance and enforcement. It emphasises education, communication, and engagement to encourage responsible behaviour while supporting enforcement actions when necessary to ensure compliance.
Surrendered and Unclaimed Dogs Policy	Establishes guidelines rehoming, transfer to welfare agencies, or other disposal of surrendered and unclaimed impounded dogs
Trade Waste Policy	This Policy also outlines Council's legislative obligations and its position on trade waste management, including education, compliance and enforcement.
Community Education Compliance Strategy for the Food Act 2006	Outlines Isaac Regional Council's risk-based, graduated, and proportionate approach, along with its priority-setting process for compliance and enforcement. Designed to guide the Environmental Health Services team, this Strategy ensures compliance activities are responsive, effective, efficient, transparent, and collaborative.
Illegal Dumping Management and Intervention Plan	Outlines a structured approach to reducing illegal dumping through prevention, intervention, and enforcement. It includes measures like surveillance, public education, fines, and programs to minimise environmental harm and deter repeat offences.

DEPARTMENTAL INFLUENCES AND RISKS

DEPARTMENT INFLUENCES/IMPACTS

The following table summarises the various current and emerging influences on the Department at this time that will have an impact on the business.

INTERNAL/ EXTERNAL	POTENTIAL IMPACT	RISK OR OPPORTUNITY
INTERNAL	Capacity to meet inconsistent political expectations	Risk
INTERNAL	Limited departmental resources and constrained capacity for succession planning	Risk
INTERNAL	Inconsistent interdepartmental support /engagement	Risk
INTERNAL	Team distribution and representation	Risk
INTERNAL	Token internal consultation	Risk
INTERNAL	Lack of consistent organisational approach and cultural values	Risk

INTERNAL	Corporate knowledge retention	Risk
INTERNAL	Lack of holistic running IT systems Reliability of Enterprise Reporting and absence of other BI tools/automated exception/timed reporting delivery	Risk
INTERNAL	Tech one modules: module setup does not reflect the business and best practices in department governance.	Risk
INTERNAL/ EXTERNAL	Local Government Election 2024	Risk and Opportunity
INTERNAL/ EXTERNAL	State and Federal Policy and/or legislative amendments.	Risk and Opportunity
INTERNAL/ EXTERNAL	Capacity to meet changing regulatory requirements	Risk

DEPARTMENT STRENGTHS, WEAKNESSES, OPPORTUNITIES, AND THREATS

<p>STRENGTHS</p> <p><u>Our people/ Role:</u></p> <ul style="list-style-type: none"> • Extensive knowledge and experience with diverse skills that we share. • Diversity and individuality. • Have a sense of humour and like to have fun. • Strong comradery and resilience of members. • Actively welcome Trainees • Safety focused. • A desire to improve the quality of our services to customers. • Motivation of our staff to engage with professional development opportunities. • Make a difference in the community every day. • Rehoming of animals is at 98% • Reuniting animals with their owners is successful. <p><u>Our Customers</u></p> <ul style="list-style-type: none"> • We continue to respond positively to customer feedback. • Representation of key regional groups and recognition. Excellent relationships with Rescue Groups and industry 	<p>WEAKNESSES</p> <p><u>Our people/Role:</u></p> <ul style="list-style-type: none"> • Staff turnover; • Lack of time for restaffing and training • Compassion fatigue (becoming too hard) • Decentralised Department – an obstacle to ultimate team cohesion. • An emerging missing middle between junior officers and senior staff in some business areas. • Interpersonal relationships – maturity to move forward • Fatigue management. • Staff not understanding the roles of others (across the departments and within the team). • Overtime and on-call service – Cost and personnel to maintain due to geography • Limited inter-department consultation • Staff levels do not match customer expectations/jobs raised; <p><u>Systems:</u></p> <ul style="list-style-type: none"> • Corporate IT systems e.g., setup, speed, and agility. • IT only provides minimal System solutions rather than a complete System package. • Legislative restrictions e.g. access CITEC for some issues. <p><u>Our customers:</u></p> <p>Social media responsiveness - Risk of keyboard warriors;</p>
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OPPORTUNITIES	THREATS
<p><u>Our People/ Our Roles:</u></p> <p>For the future Department Planning:</p> <ul style="list-style-type: none"> • System and process development and improvement. • Adoption of a continuous business improvement and/or business process management methodology has the potential to baseline existing processes and performance across the Department and then incrementally strengthen the quality of our services, improve customer satisfaction and improve efficiency, productivity, and therefore the value of our outputs. • Form closer inter-department relationships • Chance for change and Innovation • Advancement within Department. • Additional training. • Succession planning. • Collaboration with other Council business improvement teams and counterparts across Council to leverage knowledge, ideas, and innovative practices. <p><u>Role Clarity</u></p> <ul style="list-style-type: none"> • Team building exercises to improve morale • Strong inter Departmental relationships • Implementation of key business improvements as supported by the CEC Administration team • Internal and external department staff rotations to improve skill development and progression of staff. • For supervisors to share experiences and leverage their skills for the future. • To investigate innovative, non-conventional ways to improve developments. • The willingness of other SEQ Councils to work together on initiatives and share experiences. <p><u>Our Systems</u></p> <ul style="list-style-type: none"> • Increase work efficiency through the use of mobile IS solutions, apps, and GIS technology. • IT Mobility Increase work efficiency through the use of mobile IS solutions, apps, and GIS technology. • In-field data capture and mobile technologies have the ability to streamline processes, 	<p><u>Our People:</u></p> <p>Existing staff burn-out due increased staff turnover,</p> <p><u>Our Roles:</u></p> <ul style="list-style-type: none"> • Travel - large local government area (time) • Changes to local laws or State Legislation • Lack of standing operating procedures/work instructions for key service areas of the Department to guide the regulatory efforts • Inconsistency in the application of regulatory efforts <p><u>Our Systems:</u></p> <ul style="list-style-type: none"> • IS solutions rather than complete System package. • Incompatibility between ECM and the two former electronic document management systems (EDRMS) meaning time consuming historical document searches (particularly regarding property based regulatory and compliance issues) • Application data kept outside TechOne • Indiscriminate TechOne CR primary and secondary types and unreliable data. • Tech one modules: some have been in progress for two or more years and still aren't 100% operational – in addition to time lags, some of these systems are not always reliable and people are jaded by the efforts they have invested without solutions; • Use of Microsoft Outlook Tasks for managing workflows for planning, building, and plumbing approval and compliance processes, rather than an Enterprise Resource Platform (ERP) or robust business-grade systems for business-critical statutory functions like these • Non-existent reliable Enterprise Reporting data analytics, dashboard, and data visualisation capabilities. • Duress Alarms • Body worn camera <p><u>Our Customers:</u></p> <p><u>External:</u></p> <ul style="list-style-type: none"> • Local Government Elections in 2020; • Times have changed – Cameras are everywhere; distorted messages via social media

<p>provide more data in the field and improve business performance.</p> <ul style="list-style-type: none"> • Maximise community engagement through social media, innovative apps, engagement tools, and website development Continue to move forward as a new department and lead the way. • Enhance the marketing and promotion of our services, events, and activities. • Provision of mentoring, integration of skill sets, and professional development opportunities. • Further identify and promote incentives to business operators to encourage compliance with various regulatory requirements. • Innovative workspaces that encourage people to have discussions and exchange ideas which will enhance individual and group performances, improve officer relationships and deliver better services. <p><u>Our Customers:</u></p> <ul style="list-style-type: none"> • Enhance and promote our Program services. • Utilise to a greater extent our education and promotions team. • Perception of existing facilities (looking old) <p><u>External:</u></p> <ul style="list-style-type: none"> • External public/private collaborations to enhance what we do; • Representation of more staff at external opportunities (such as SEQRAMG) 	
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DEPARTMENT IDENTIFIED RISKS

The following matrix summarises the various current and emerging risks impacting the deliverables of the Department.

REGISTER REFERENCE	DESCRIPTION OF RISK	RISK REGISTER REF #	MITIGATION ACTIVITIES REQUIRED
Operational risk register	Non-compliance with LG Act and Regulation	PECS0009	<ul style="list-style-type: none"> • Authorised Officers training and register • Application of Council delegated authorities • Declaration of conflicts of interest process • PECS Noble Purpose and corresponding Do's and Don'ts behaviours. • Code of Conduct
Operational risk register	IT challenges including connectivity, interruptions and service access	PECS0015	Several controls are being investigated to improve communications and system contingency.

Operational risk register	Maintaining service delivery expectations in the delivery of regulatory and enforcement functions to the community in light of ongoing staffing and resource challenges.	PECS0002	<ul style="list-style-type: none"> • Internal procedures • Training • Community Education and Compliance Policy
Operational risk register	Social media spreading alleged examples of non-compliance	PECS0016	Introduction of community education function Promotion of services Media releases
Operational risk register	Cost Recovery - Unpaid performance of work charges being recovered as civil recovery (debt recovery agency/legal action to follow these up as civil recovery) and not as a charge to the land on the rates under the provisions of section 95 of the <i>Local Government Act 2009</i> subject to a remedial notices/show cause notices under the Local Government Act and Regulation etc to the owner of the property in sequence to give notice to the property owner or occupier	PECS0026	<p>Crowe was engaged by Council to conduct an Internal Audit of Legal & Compliance. This report documents the findings and recommendations as follows</p> <p>The Council should look to establish a more efficient and direct process for collecting POW costs from ratepayers. This can include enhancing internal capabilities or revisiting the contract with the collection house to ensure a more effective recovery of debts.</p> <p>The Council should look to review its policy of writing off debts when a property is sold. Instead, efforts should be made to recover the outstanding POW costs even after a property has changed ownership. This can involve collaborating with relevant authorities to maintain records of outstanding debts during property transfers.</p> <p>Manager Financial Services has the functional responsibility to action this audit recommendation.</p>

DEPARTMENT OUTPUTS AND PRIORITIES/PROJECTS

KEY PRIORITIES OF DEPARTMENT OUTPUTS - PERFORMANCE REPORTING

Risk and Outcome Based Compliance Policy and the associated procedure sets out the actions and responses to requests and inspections based on a risk assessment.

The Key Performance Indicators (KPIs) for Community Education and Compliance Department is based on the Risk Category (R1, R2 and R3) as indicated below:

Table 1 - Unit KPIs and lowest acceptable results				
Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Community Education and Compliance Department:				
Infringement Review	Risk Category R2	Initial Customer Request Response time (within three business days)	90%	95%
		Decision within 28 days	90%	95%
Building Property Information:				
Building and plumbing Property Search Applications	Risk Category R2	Search Response issued within 10 business days	90%	95%
Building and Plumbing Property Searches Enquires	Risk Category R2	Initial Customer Request Response time (within 3 business days)	90%	95%
Building compliance-related enquiries	Risk Category R2	Initial Customer Request Response time (within 3 business days)	90%	95%
Plumbing Services:				
Plumbing Enquiries	Risk Category R2	Initial Customer Request Response time (within 3 business days)	90%	95%
All other plumbing and compliance-related enquiries	Risk Category R2	Initial Customer Request Response time (within 3 business days)	90%	95%
		Investigate and determine course of action (within 10 business days)	90%	95%
Delivery of Council's statutory Plumbing assessment responsibilities under the <i>Plumbing & Drainage Act 2018</i>	Risk Category R2	Not Properly Made Determination within 10 days	90%	95%
		Decisions issued within the statutory timeframe (10 days)	90%	95%
Trade Waste Annual Audits	Risk Category R2	Annual Delivery of Inspections	90%	95%
Form 4 Audits	Risk Category R3	5% of Form 4s Audited every quarter	90%	95%
Community Compliance Services:				

Table 1 - Unit KPIs and lowest acceptable results

Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Companion Animal Care (dog attacks, wandering animals, stray collections etc)	Risk Category R1	Initial Customer Request Response Time within 3 Hours	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Domestic Dog Collection Stray (not owned, restrained in local or state roads)	Risk Category R1	Initial Customer Request Response Time within 24 Hours	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Declared Dangerous and Menacing Dog Annual Audits to ensure continuing compliance with declaration conditions.	Risk Category R1	Annual Inspections undertaken prior to annual Dog Registration Renewals (31 August)	90%	100% Delivery of the audits
Companion Animal Care Complaints Minimum Standards	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
All Other Animal Complaints Minimum Standards	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Nuisance Vehicle – Other than dangerous	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Overgrown Allotments/ Unsightly Allotment	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Annual Dog Registration Renewals	Risk Category R3	Annual Dog Registration Renewals issued by 10 August	90%	100% delivery of the annual renewal notifications

Table 1 - Unit KPIs and lowest acceptable results				
Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Application for Desexing Subsidy	Risk Category R3	Processing of applications (within 10 business days)	90%	95%
Local Law applications (i.e busking)	Risk Category R3	Processing of applications (within 10 business days)	90%	95%
Environmental Health Services:				
Food Poisoning allegation	Risk Category R1	Initial Customer Request Response Time within 24 hours	90%	95%
Food complaint	Risk Category R1	Initial Customer Request Response Time within 24 hours		
		Investigation and determine course of action (within 10 business days)	90%	95%
Skin Penetration /Public Health Complaint	Risk Category R1	Initial Customer Request Response Time within 24 hours		
		Investigation and determine course of action (within 10 business days)	90%	95%
Licensing and Enquiries	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
General Enquiry / Information	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
Light, Air, Odour, Dust and Noise impacts	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 10 business days)	90%	95%
Illegal dumping Compliance	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 10 business days)	90%	95%

Table 1 - Unit KPIs and lowest acceptable results				
Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Spray Drift, water pollution, 440 ZG	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 5 business days/ Based on risk)	90%	95%
Food Business Applications	Risk Category R3	Not Properly Made Determination	90%	3 days
		Further Information Requested		10 days
		Decision		15 days
Issuing of Annual Renewal Notices for Food Business Licences	Risk Category R3	Delivery of Renewal Notifications	90%	95%
Issuing of Renewal for Food Business Licence	Risk Category R3	The licence issued within 14 Days	90%	95%
Annual Food Business Inspection Audits	Risk Category R3	Inspection undertaken prior to licence expiry	90%	95%
Personal Appearance Applications	Risk Category R3	Not Properly Made determination	90%	3 days
		Further Information Requested		5 days
		Decision		15 days
Annual Inspection of Personal Appearance Services	Risk Category R3	Inspection undertaken prior to licence expiry	90%	95%
Issuing of Annual Renewal Notices for Personal Appearance Services	Risk Category R3	Delivery of Renewal Notifications	90%	95%
Issuing of renewal for Personal Appearance Services	Risk Category R3	The licence is issued within 14 Days	90%	95%
Building & Development Compliance Services:				
General Enquiry / Information	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
Building Compliance	Risk Category R3	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 15 business days)	90%	95%

Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Land Use Compliance	Risk Category R3	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 15 business days)	90%	95%

KEY PRIORITIES AND PROJECTS

The key priorities and outputs are to deliver the functions and services of department business and include operational and capital projects and activities against the corporate management plan.

Current Year

CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	MEASURE OF SUCCESS (KPI)
Governance for Accountability Leading and Enabling a Changing World	Continue the Customer-Focused Review: Deliver customer-focused service reviews across the Department to ensure customer-led business improvements are implemented to improve relationships within the industry and the community.	Customer Feedback
Governance for Accountability	Training and development of officers	Compliance & Certification Rate – Percentage of officers meeting mandatory compliance training requirements.
Governance for Accountability	Plan and Deliver Monthly Education Awareness messaging	Customer Request and Voluntary Compliance
Governance for Accountability	Subject to appropriate staff resources, undertake the Internal Audit Recommendation Actions listed on Table 1	Delivery of the program
Governance for Accountability	Plan and deliver an approved systematic inspection program (a) Approved Systematic Inspection Program Dysart (b) Approved Selective Inspection Program - Non-Renewed	Delivery of the program
Governance for Accountability	Plan and Deliver Microchipping in March program	100% Delivery of the program in March

Governance for Accountability	Plan and Deliver Desexing Incentive Draw	Delivery of the program
Governance for Accountability	Local Government Illegal Dumping Partnerships Program – Round 2B	Delivery of the program
Governance for Accountability	Subject to appropriate staff resources and Council Enterprise IT systems that support Infield IT Service Delivery - Automation of application and application assessment processes using TechOne and Mobility	Delivery of the program
Governance for Accountability	Subject to appropriate staff resources, develop and implement mobile food inspections.	Implementation
Governance for Accountability	Environmental Health Whitsunday, Isaac, Mackay EHWIM Meeting	4 Partnership meetings are attended per year, and 1 hosted in Isaac Each year

Item	Rating		Date
2.2 System Capability	High	<p>1. Configure TechOne CRM Workflows with KPIs:</p> <ul style="list-style-type: none"> Identify relevant KPIs for CRM workflows. Map existing workflows and identify areas for KPI integration. Configure TechOne CRM to incorporate and track these KPIs. <p>2. Configure Applications for Food, Plumbing, and Local Laws:</p> <ul style="list-style-type: none"> Define application processes for building, plumbing, and local laws. Configure TechOne application module to enable online lodgement and assessment. Set up decision notice issuance through TechOne licensing module. <p>3. Improve Compliance Document Security and Access:</p> <ul style="list-style-type: none"> Review current document security protocols in ECM and TechOne. 	31 December 2025

Table 1 - Audit Recommendation Actions

Item	Rating		Date
		<ul style="list-style-type: none"> • Implement enhanced security measures for compliance documents. • Ensure secure access and streamlined retrieval processes. <p>4. Resources Required:</p> <ul style="list-style-type: none"> • Dedicated fixed-term business analyst with TechOne and ECM functional knowledge & Collaboration with IT for process drafting and test builds. <p>5. Dependencies:</p> <ul style="list-style-type: none"> • Staged rollout of the Council Digital Strategy. 	
2.3 Monitoring & Reporting	High	<ol style="list-style-type: none"> 1. Configure TechOne CRM Workflows with KPIs: <ul style="list-style-type: none"> • See above actions in 2.2. 2. Configure Applications for food, Plumbing, and Local Laws: <ul style="list-style-type: none"> • See above actions in 2.2. 3. Resources Required: <ul style="list-style-type: none"> • Same as 2.2. 	31 December 2025
2.4 Work Instructions	Medium	<ol style="list-style-type: none"> 1. Engage a contract specialist to develop comprehensive work instructions. <ul style="list-style-type: none"> • Ensure these instructions align with community education and compliance policy. • Review and validate work instructions with relevant stakeholders. 2. Resources Required: <ul style="list-style-type: none"> • Contract specialist with expertise in developing work instructions. 	31 December 2025
2.5 Compliance Across Departments	Medium	<ol style="list-style-type: none"> 1. CEC Department Presentation: <ul style="list-style-type: none"> • Prepare and deliver a presentation to Ordinary Council meeting outlining the CEC department's role. • Highlight examples of non-compliance and feedback mechanisms to ELT. 2. Corporate Review of Contract Management Documentation: <ul style="list-style-type: none"> • Conduct a review to identify gaps in the building, plumbing and EPA compliance provisions 3. Resources Required: <ul style="list-style-type: none"> • CEC team for presentation preparation and delivery. 	31 December 2025

Item	Rating		Date
		<ul style="list-style-type: none"> • DCGFS support for reminders. • Cross-departmental collaboration for document review. 	
2.6 Local Laws Making	Medium	<ol style="list-style-type: none"> 1. Support Governance and Corporate Services in implementing Council Resolution No. 8114 2. Dependencies: <ul style="list-style-type: none"> • Governance and Corporate Services teams is required to initiate and action. 	31 December 2024
2.7 Media and Communication	Medium	<ol style="list-style-type: none"> 1. Establish Style Protocols: <ul style="list-style-type: none"> • Collaborate to define style protocols for various communication types. • Differentiate protocols based on the risk and profile of communications. 2. Resource Allocation for Communications: <ul style="list-style-type: none"> • Explore reallocating resources or outsourcing tasks. • Aim to reduce pressure on CEC and BMC staff. • Maintain focus on service delivery and engagement functions. 3. Resources Required: <ul style="list-style-type: none"> • Collaboration between CEC and BMC teams. • Potential external resources for task outsourcing. 	30 December 2024

ONGOING OR FUTURE YEARS

PROPOSED FY	CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET
2026	G2;G5	Plan and deliver an approved systematic inspection program (approved/selective) – Middlemount	OPS
2026	G2;G5	Develop an environmental health education program in local schools to increase awareness in relation to key public and environmental health topics, including food safety & environmental protection.	OPS

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Robert Perna
AUTHOR POSITION	Director Engineering and Infrastructure

9.17 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 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			

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 Parks and Gardens and Roads crews have been busy rectifying damages from storms across the Region. The quick responses of our teams limited disruption to the public. Well done to all.

The storm repairs have impacted scheduled works programs, and this will continue to be monitored.

CONSULTATION

- Director Engineering and Infrastructure
- Manager Infrastructure Planning and Technical Services
- 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 of 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 February 2025	Report authorised by: CALE DENDLE Chief Executive Officer Date: 6 February 2025
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ATTACHMENTS

- CONFIDENTIAL Attachment 1 – E&I Capital Project Progress Summary February 25

REFERENCE DOCUMENT

- Nil

PAGES 277 TO 278 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Jason Frost
AUTHOR POSITION	Manager Infrastructure

9.18

INFRASTRUCTURE DEPARTMENT MONTHLY UPDATE – JANUARY 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 Council:

- 1. Notes the Infrastructure Department monthly 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

BACKGROUND

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

MANAGER INFRASTRUCTURE HIGHLIGHTS

- January has been a short working month with some staff taking an extended Christmas break. Work has commenced on both capital and operational projects.
- There have been ongoing discussions with property owners in the Laglan Road area regarding current and proposed works. This is following on from a site meeting with a number of property owners in December. They are keen for the works to be completed sooner than programmed.
- A member of our team based in Nebo was involved in a serious motor vehicle accident (outside of work) over the Christmas period and had been air lifted to Brisbane in a critical condition. I am pleased to say that his condition is now stable, however he still has a long recovery ahead.

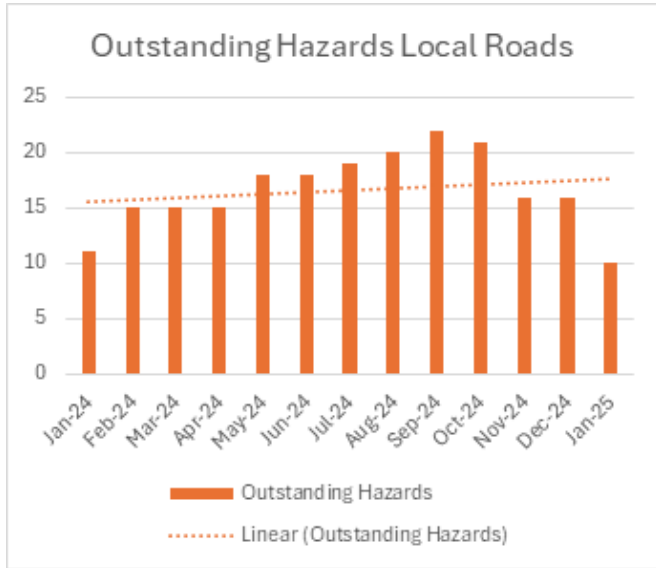
- Two accidents with potential for serious damage
 - Ammonium nitrate truck rollover at Isaac River on Peak Downs Highway. Successful clean up by QPS, SES, truck company and Council.
 - Aviation fuel road train truck rollover at Oaky Creek on Grasstree Road. Fuel spill caught fire destroying the truck, burning vegetation in the immediate area and causing significant damage to the culvert/floodway structure. The road remains closed while temporary strengthening works programmed for start of February 2025.

ACHIEVEMENTS COMPLETED – JANUARY 2025:

Clermont and surrounding area	
Laglan Road – heavy formation and preparation. 12km drainage, 2km heavy formation. 10% complete Wuthung Road – 5km mix lay and compact 90% complete	Capital works – Gravel Re-sheeting
Jupiter Street - give way sign replacement	Signage installation and replacement
98A, Clermont Lagoon area, cultural heritage area	Slashing
Laglan Road – Drainage scoping, Storm clean up. Tree and debris removal. Procurement completed	Other works
Town streets clean up – tree debris, gutters and gully traps after weather event	Other works
Dysart and surrounding area	
Golden Mile Road - Ongoing Dysart Clermont Road - ongoing	Pothole patching
Lotus Creek Road, Isaac River Road, Golden Mile Road, Dysart Clermont Road	Road Closures/openings due to Flooding
Saraji Road – 100%	Slashing
Saraji Road, Dysart Middlemount Road, Dysart Town Streets, Tree and Debris removal after weather event	Other works
Middlemount and surrounding area	
Riley's Crossing Road	100% Complete Maintenance Grading and Gravel patching

Grasstree Road	Road closure due to fuel truck roll over and culvert damage
Moranbah and surrounding area	
Williams Street Footpath	95% complete, disable pram ramp to be finished
Moranbah Access Road 20%, Goonyella Road 100%, Peak Downs Mine Access Road 40%	Slashing
Moranbah town Streets	Other works
Nebo and surrounding area	
Mountain View Road 100% (only to make trafficable until after wet season and then a full grade later in the year)	Maintenance grade
Waitara Road (first 4 Km and patches in some other sections remainder of road in good condition)	Maintenance grade
Nebo Town streets	Signage installation and replacement
Nebo Roads	Slashing (Strathfield, Airstrip Rd)
Nebo gutter clean before wet weather. Clean up after storm in Nebo Town streets	Other works
Coast and surrounding area	
Greenhill, Carmila, Clairview and St Lawrence town streets. Veg clearing Carmila West Road	Mowing and vegetation pruning
Cleanup town streets around St Lawrence after storm	Other works
Malcolm Street, Evens Street, Ripple Brook Road	Programmed maintenance grading (Full length) 100%
State Controlled Network	
Pothole run on 33 A&B, Suttor Dev, Oxford Sarina and Marlborough Sarina Roads	Pothole patching
Dysart Middlemount Rd – 50%	Slashing

Local Road Hazards and Defects Update

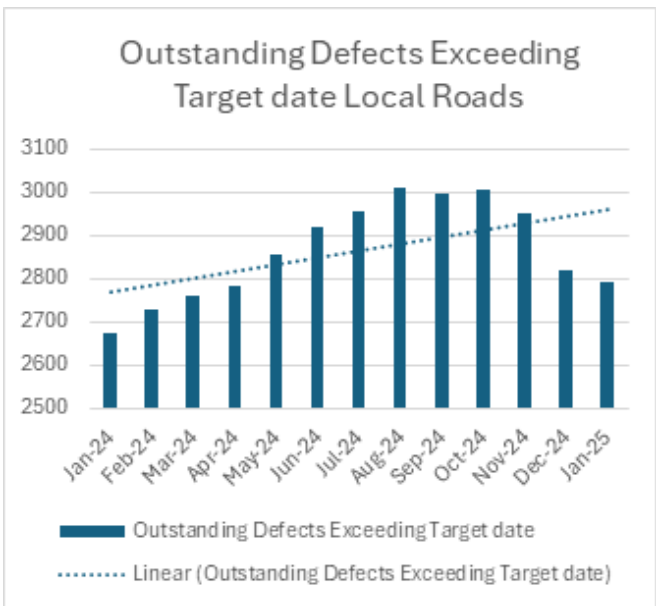


Outstanding Hazards local roads

The number of defects each month for the past year that have been raised as higher than intervention level and identified as 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 and will be addressed 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.



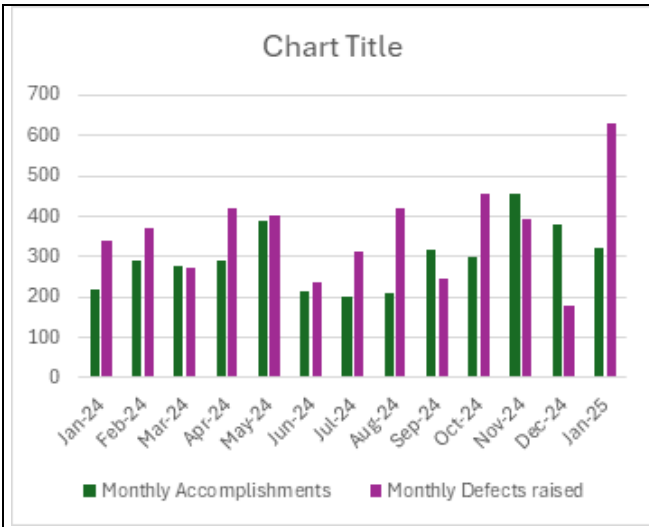
Outstanding Defect Exceeding Target Date Local Roads

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).

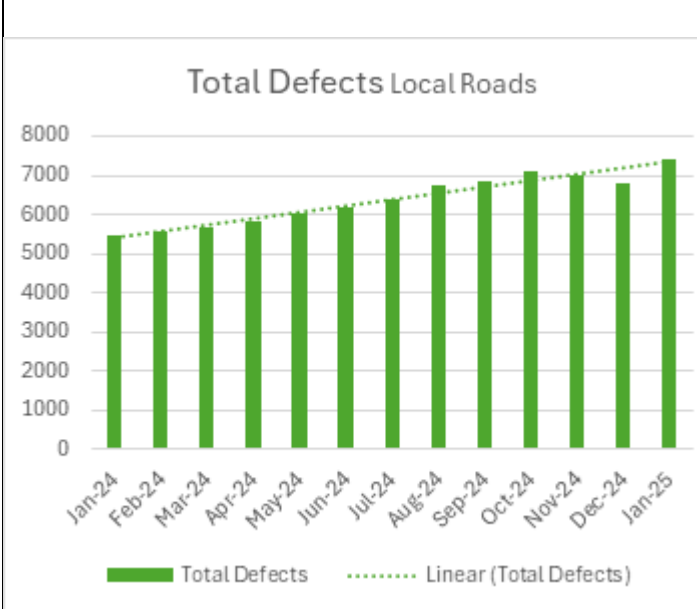
This graph includes all defects. Some defects are raised at a lower intervention level. Whilst these defects have a response time for TMR on the local road network they are monitored and used to predict future workload and help to inform some of the capital program development.

This is being reviewed to be able to separate out the different types of defects for future reports.

Defect Raised and Accomplished Local Roads



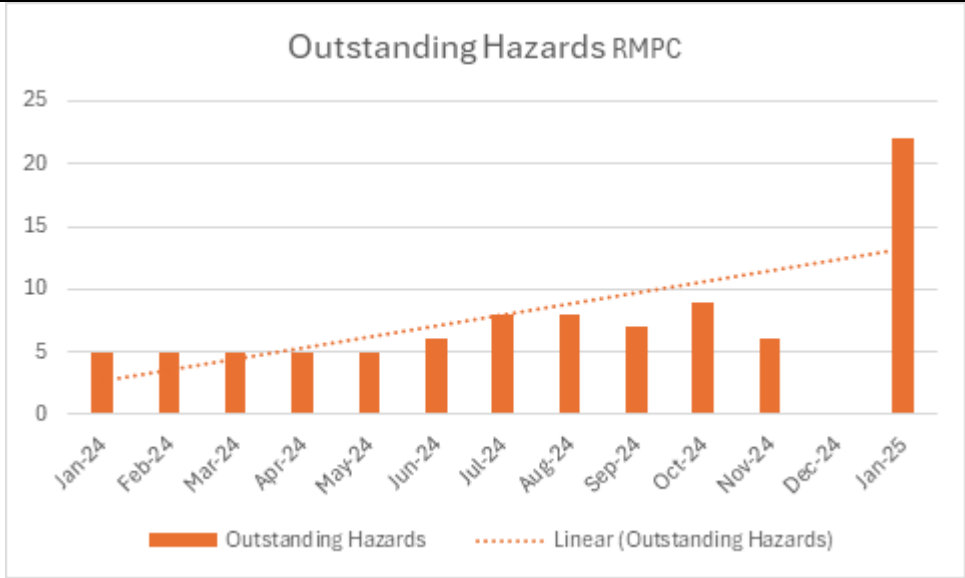
This graph shows number of defects and accomplishments each month for the past year that have been raised and completed.



Total Defects Local Roads

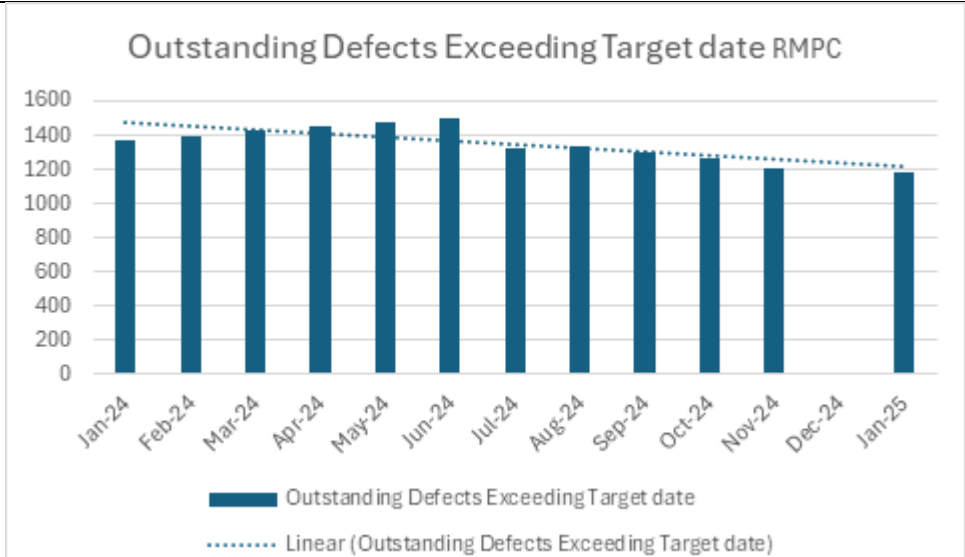
This graph shows the total number of defects each month for the past year that have been raised and have not been completed.

RMPC HAZARDS AND DEFECTS UPDATE - JANUARY



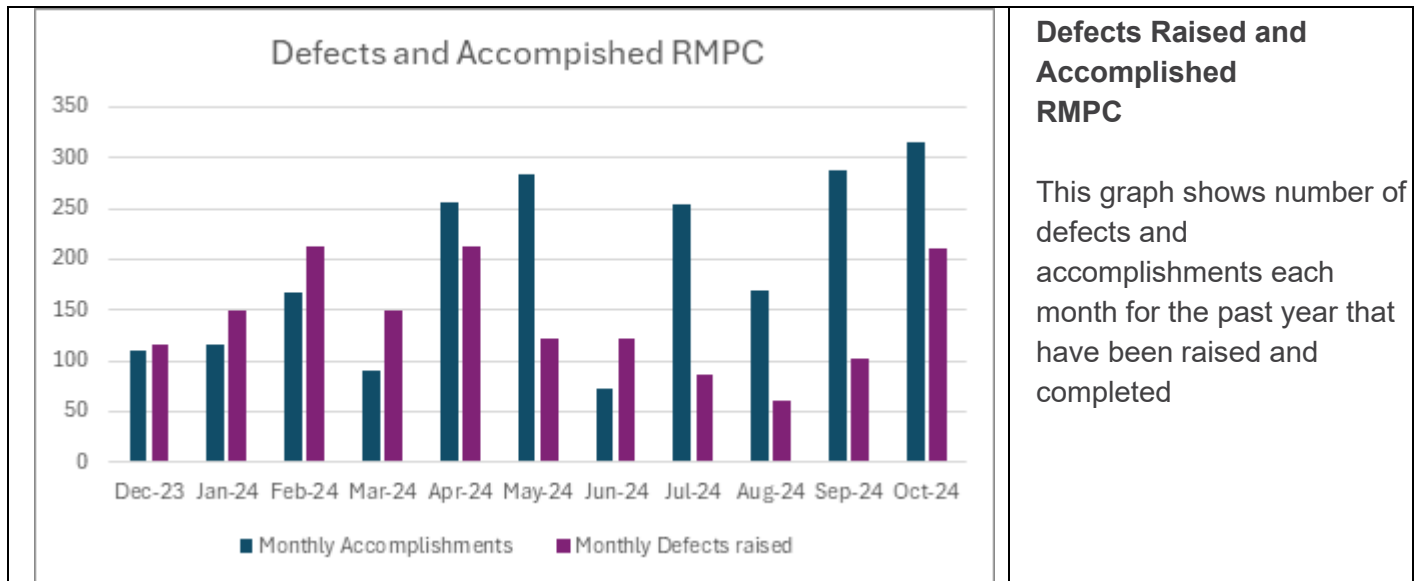
Outstanding Hazards RMPC

This graph shows number of defects each month for the past year that have been raised as higher than intervention level and identified as being a hazard. Note: combined December/January figures have increased with pothole defects on the state network this is being addressed now crews have returned from leave.



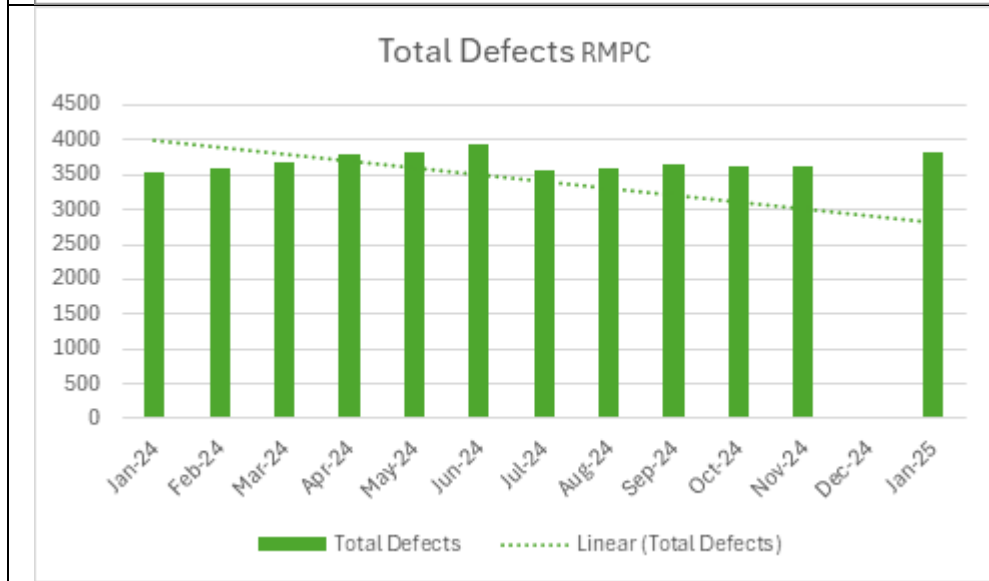
Outstanding Defect Exceeding Target Date RMPC

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.



Defects Raised and Accomplished RMPC

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



Total Defects Local RMPC

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	
Vegetation works Programmed and procured. (Contractor)	Removal hazardous Vegetation roads and rest areas
Pothole patching and edge repair works Program locations (RPQ Contractor)	Dysart Middlemount, Fitzroy Development Road, Gregory Development, Peak Downs Highway
Pavement Failures 33B Scoped - (to Be Procured)	
Storm Clean region wide (IRC Staff)	Tree Clearing and inspections
Accident Response and clean up (IRC Staff)	Chemical Truck spill clean up

Patching works- (Completed IRC Staff)	Dysart Middlemount , Peak Downs Hwy, Suttor Dev, Marlborough Sarina
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RMPC Programmed Works	
Roadside slashing Round 3 – commencement 98A Gregory Development Road - (MPDT Contractors)	Mowing & Spray
May Downs Road - HSM Contractors	Formation Grading (Full Length)- procured due to commence
Storm Damage Fallen Tree removal (to be procured contractors)	Clearing of vegetation withing 6m of travelled path
Pothole patching and edge repair works Program locations (RPQ – Contractors)	Round 1-Dysart Middlemount, Fitzroy Development Road, May Downs, Marlborough Sarina Road Round 2- Gregory Development, Peak Downs Highway, Gregory Hwy, Clermont Alpha

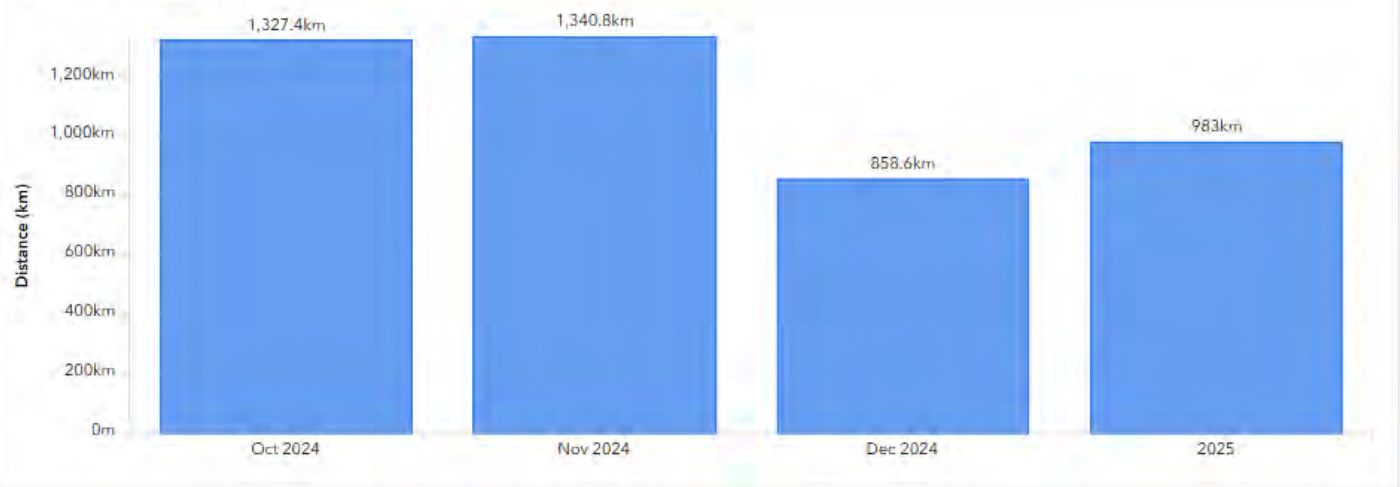
ROAD INSPECTORS UPDATE

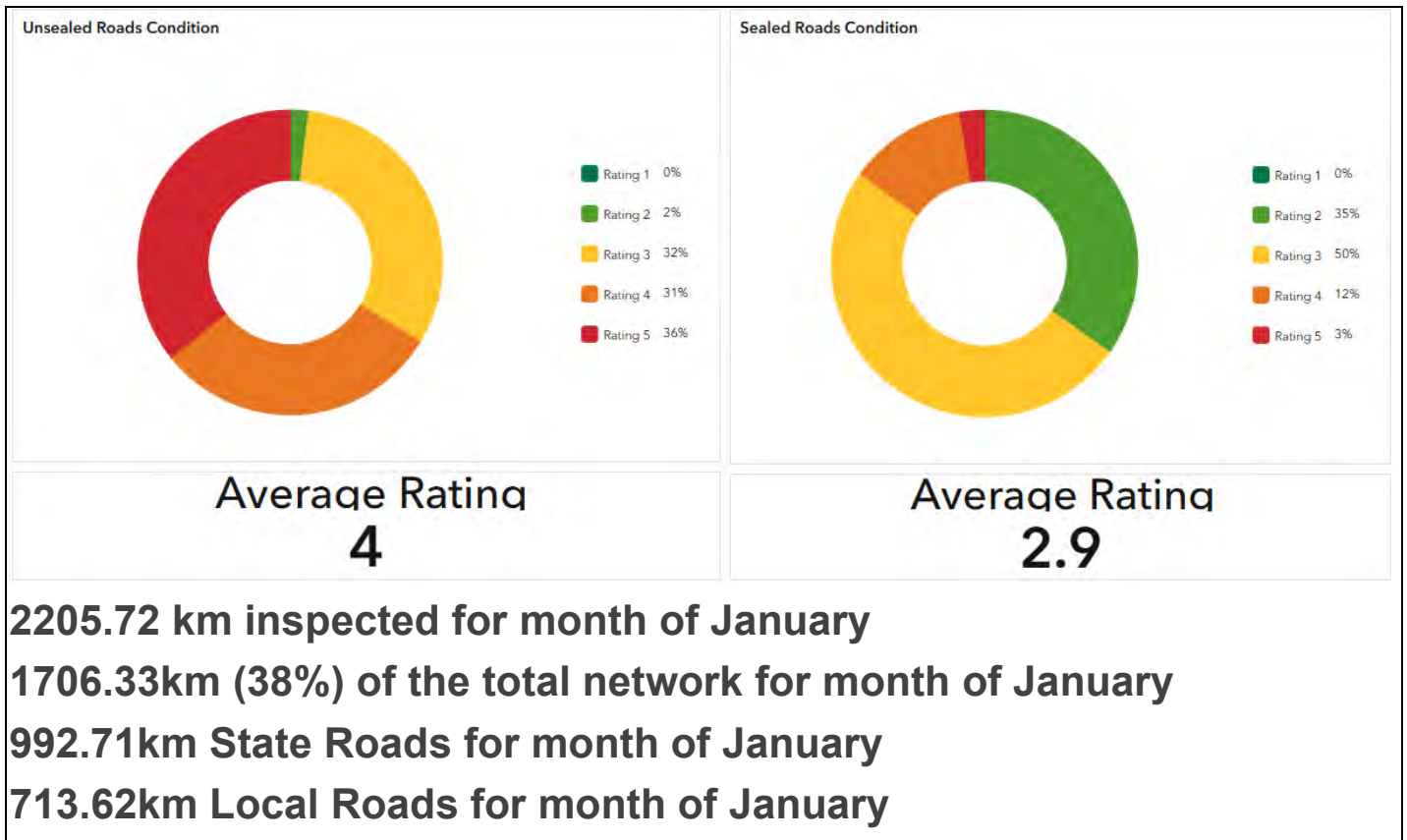
The below survey graphs are based on the data collected using the RACAS camera for the previous 3 months. The team undertake 2 types of inspections depending on the road hierarchy: weekly inspections on the Bruce Highway (3 monthly RACAS), fortnightly inspections on the State Highways (6 monthly RACAS), 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 4,509.9km

Distance Surveyed per Month





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

PROPOSED WORKS – FEBRUARY 2025:

CLERMONT AND SURROUNDING AREA	
<p>Wuthung Road - Resheet – 12km Resheet mix, lay and compact. 100% completion.</p> <p>Laglan Road – 8km heavy formation grade, 3km Resheet mix, lay and compact. 60% completion</p> <p>Dooruna Road – 4km resheet mix, lay and compact. 40% completion</p>	Maintenance program
Golden Downs Road, Round Road, Kenlogan Road	Slashing and herbicide spraying
<p>Laglan Road – Drainage works – 60% completion</p> <p>Town street – gutters and gully tidy ups</p>	Other works
Dysart and surrounding area	
Saraji Road, Dysart Clermont Road, Golden Mile Road, Valkyrie Road	Pothole Patching
Grasstree Road, Booroondarra Road, Saraji Road	DRFA Works
Dysart Clermont Road, Dysart town reserves	Slashing
Middlemount and surrounding area	
Dysart Middlemount Road	Slashing
Moranbah and surrounding area	
Mills Avenue, McCool Street, Utah Drive, Soccer club, Rugby Union Club	Footpath repairs and renewal
Moranbah Access Road, Pasha Road, Red Hill Road	Slashing
Nebo and surrounding area	
Tierawoomba Road, Landsborough Road	Programmed maintenance grading
As required	Signage rectification and replacement

All areas as required	Reactive inspections and cleanup activities following storms
Coast and surrounding area	
Spring Valley Road, Nimmitabel Road, Schieders Road	Programmed maintenance grading
As required	Pothole Patching
As required	Reactive inspections and cleanup activities following storms
State Controlled Network	
All TMR roads to be inspected and repaired as required after rain	Pothole patching
Contractors	Slashing

CLERMONT WORK CAMP

CLERMONT WORK CAMP – CURRENT ROTATION

The Clermont Work camp was nominated for an Australia Day - Community Champion Award but the category was won by Grant Oswald – Creator of the Jugs and Jocks program.

Last rotation was very busy with vegetation and projects. Works completed:

- Showgrounds grandstands repairs
- Clermont Kindy. Bridge, wooden path repairs, tile repairs and re grout, removal of mud kitchen.
- Moranbah Race Club –removal of old barriers.
- Manufacture and Installation of flag brackets for Australia Day.

This rotation will also see the first CEC meeting of 2025 being held at the Clermont Boardroom 10 February 2025 @ 4pm.

The Regional CEC forum will be held this year in Blackall on the 22 July 2025.

The training initiative is continuing to evolve with some prisoners having USI numbers and already accredited and ticketed on certain equipment. Council officers are coordinating QCS management to expand the training for prisoners.

ACTION ACCOUNTABILITY

Not applicable.

KEY MESSAGES

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

Report prepared by:	Report authorised by:
JASON FROST	ROBERT PERNA
Manager Infrastructure	Director Engineering and Infrastructure
Date: 3 February 2025	Date: 4 February 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Sean Robinson
AUTHOR POSITION	Manager Galilee and Bowen Basin Operations

9.19

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 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

BACKGROUND

Plentygold Miclere Pty Ltd (“Plentygold”), is the holder of mining lease approval ML1865 (“the Mining Lease”) and applicant (“Applicant”) of a renewal application for their Mining Lease.

The Mining Lease renewal includes an impacted surface area which overlaps Miclere Road – a Council controlled road (shown in red on the drawing). The area of the Mining Lease is shown in the two shades of yellow, the darker of which is the impacted surface area.

In accordance with section 279 of the *Mineral Resources Act 1989* (Qld) [MRA] Plentygold, in seeking the renewal of the Mining Lease are required to enter into a compensation agreement with Council for the section of Miclere Road within the impacted surface area (“Compensation Area”).



Miclere Road is open to the public and provides access to surrounding properties and mining tenements. Council have provided Plentygold with a draft Compensation Agreement based upon Council’s standard template agreement. Template clauses 6.1(b) and (c) [Reserve], 9 [Access to Land] and 10.3 [Public Access] have been modified to address the need for Miclere Road to remain open and accessible to the public. In the event Plentygold require full and unfettered access to the Compensation Area, clause 10.1 (d) and (e) [Road Use Acknowledgement] provide a pathway for an alternative road alignment to be dedicated and constructed at Plentygold’s cost.

An independent Certified Practising Valuer will be engaged to provide a valuation of the Compensation Area for the purposes of determining compensation under the MRA and the valuation determined would be inserted in clause 6.2 as the proposed compensation amount.

In addition to the payment of the compensation when ultimately determined, clause 17.5 of the draft Compensation Agreement requires Plentygold to pay Council’s reasonable costs of preparation, negotiation and execution of the and the agreement including the valuation report.

IMPLICATIONS

The Applicants are required to pay Council the compensation amount.

Galilee and Bowen Basin Operations department to provide suitable resources in undertaking the execution and management of the agreement.

CONSULTATION

- Director Engineering and Infrastructure
- Manager Governance and Corporate Services
- Galilee and Bowen Basin Operations Officer
- Plentygold Miclere Pty Ltd

BASIS FOR RECOMMENDATION

In accordance with the Mineral Resources Act 1989, Council is required to enter into a Compensation Agreement.

ACTION ACCOUNTABILITY

Manager Galilee and Bowen Basin Operations to ensure executed copies are returned to Plentygold and the compensation under the agreement and Council's costs are paid.

KEY MESSAGES

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

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

- CONFIDENTIAL Attachment 1 – Draft Compensation Agreement – ML1865

REFERENCE DOCUMENT

- Nil

PAGES 295 TO 315 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Jason Frost
AUTHOR POSITION	Manager Infrastructure

9.20

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 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

BACKGROUND

The Infrastructure departments have reviewed their proposed 2025/2026 Capital program and have identified a number of projects where early procurement, and in some cases, awarding of works could significantly improve delivery process. The projects are Renewals and New/Upgrade works that have approved external funding or a previous council resolution.

Resealing Program, Sealed Road Pavement Rehabilitation, Floodway Construction Program and Rural Unsealed Resheeting – these works have been identified in the Draft Road and Transport Asset Class Asset Management Plan and there are a limited number of suppliers for these services. Early procurement puts Isaac ahead of other councils in acquiring those services. Historically these services have a peak demand in Quarter 2 and early procurement will position council to minimise the risk of not being able to acquire the services for that preferred time. These sub programs are identified in the draft asset management plan and funded by depreciation.

CW243194 Goonyella Road Intersection Upgrade – Council Resolution 8058 authorised the CEO to negotiate with the applicant developer for Council to contribute up to \$650,000 towards an upgraded intersection along Goonyella Rd. This project has commenced in the current financial year as a design project, with this request to procure the construction works in 2024/25 financial year and award in the 2025/26 financial year.

Estimated Project Value

Project	Estimated Value
Sealed Road Rehabilitation (including Reseal Prep & RMPC)	\$1,200,000 (potential multiple contracts)
Regional Sealed Surface Renewal Program	\$3,500,000
Regional Re-sheeting Program Unsealed Network Resheeting (supply/preparation of gravel)	\$3,500,000 (multiple contracts)
Various Unsealed Roads – Floodway Program	\$1,340,000 (incl \$670,000 TIDS)
Goonyella Road Intersection	\$3,500,000 (incl developer contributions)

IMPLICATIONS

Risk

Early procurement will reduce the peak load on the internal procurement team during quarter 1 and 2. Additionally the risks for several of the projects will be mitigated with delivery in Quarter 1 and 2 e.g., floodways and resealing works should be undertaken prior to the wet season. Early procurement will assist in enabling quarter 1 and 2 delivery.

Financial

The proposed early procurement is in line with the processes used for the current year and the Engineering and Infrastructure Asset Class Asset Management plan components, therefore the estimates are within projected depreciation funding amounts in the adopted Long Term Financial Forecast.

Early procurement for the reseal program, sealed road rehabilitation and gravel resheeting provides minimal risk to council.

The Floodways and Goonyella Road Construction are projects that have been committed by previous Council resolution and/or have approved external funding and not considered a financial risk.

CONSULTATION

- Manager Galilee and Bowen Basin
- Manager Contracts and Procurement
- Manager Financial Services
- Director Engineering and Infrastructure

BASIS FOR RECOMMENDATION

With the current economic conditions being experienced throughout Australia, most projects are attracting long lead times, this is in part due to pressures being felt in areas of personnel, material supply and increased demand for services. In addition, Isaac is competing with all other Local Government, State Government and Federal Government departments who all follow a similar procurement pathway and timing schedule.

By being proactive, Isaac can show leadership in the coming 2025-2026 financial year procurement space, demonstrating a modern and advanced process driven procurement plan to place it ahead of other organisations in a competing market within government and private sectors. This initiative will ensure as a Council we maintain our momentum in Capital delivery.

ACTION ACCOUNTABILITY

The Manager Infrastructure and the Manager Galilee and Bowen Basin are responsible for the preparation of Requests for Quotation or Requests for Tender documentation.

Manager Contracts and Procurement to ensure all Request for Quotation or Request for Tender documentation includes “subject to budget approval clauses and stipulations” where appropriate so vendors are aware that awards will not occur until approval of the 2025-2026 budget.

KEY MESSAGES

This initiative will enhance delivery certainty for portions of the proposed 2024-2025 Engineering and Infrastructure Capital and Operational programs.

Report prepared by:	Report authorised by:
JASON FROST	ROBERT PERNA
Manager Infrastructure Parks and Recreation	Director Engineering and Infrastructure
Date: 4 February 2025	Date: 5 February 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting
Wednesday 26 February 2025

AUTHOR

Malcolm Gardiner

AUTHOR POSITION

Acting Fleet Manager

9.21

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 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

BACKGROUND

A 10-year Fleet replacement program has been developed and endorsed by Council. To minimise the risk of not achieving delivery in the nominated financial year, noting the continuing long lead times from placement of orders, the intention is to target placement of orders 5 to 6 months prior to the start of the financial year of delivery. Approval is sort from the committee in accordance with the previous Council resolution shown below.

10.15 Fleet And Plant 10 Year Replacement Program

EXECUTIVE SUMMARY

This report seeks Council endorsement of the Fleet and Plant 10 Year Replacement Program This program is renewed annually and is a 10 year projection for all Fleet and Plant asset replacements. It will enable procurement of long lead time assets to limit future capital budget carry forwards within the Fleet and Plant program.

Resolution No.: 8162
Moved: Cr Coleman Seconded: Cr Austen
That Council:
1. Endorses the 10 Year Fleet and Plant Replacement Program.
2. Approves procurement of long lead time assets based on supplier advised availability to ensure deliveries are received in the relevant financial year the asset is due for replacement.
3. Delegates the Engineering and Infrastructure Standing Committee authority to approve in each case the early procurement of long lead time deliveries of plant and fleet as recommended under item 2 above provided it is in line with the endorsed 10 Year Fleet and Plant Replacement Program as amended from time to time.

IMPLICATIONS

There is minimal risk to council as the proposed asset replacements are clearly identified in the 10 Year Fleet and Plant Replacement Program and early procurement will only have a positive impact on long lead time items.

Early procurement Items from - 2025-2026 Fleet and Plant Replacement Program

- 20 x Vehicles
- 2 x Graders
- 1 x Front End Loader
- 2 x Prime Movers

CONSULTATION

- Fleet Department Officers
- Director Engineering and Infrastructure
- Manager Contracts and Procurement
- Manager Financial Services

BASIS FOR RECOMMENDATION

The 10-year replacement program has been included in Councils Long Term Financial Forecast (LTFF).

ACTION ACCOUNTABILITY

Manager Fleet - to maintain the 10 Year Fleet and Plant Replacement Program.

Technical Officer Fleet Assets – to manage asset replacements, based on identified lead times.

KEY MESSAGES

The initiative proposed will provide a permanent solution supply chain issues affecting Fleet and Plant replacements / acquisition and ensure capital is expensed in the relevant financial year negating any budget carry forward, subject to occurrences beyond Councils control.

Report prepared by:	Report authorised by:
MALCOLM GARDINER	ROBERT PERNA
Acting Fleet Manager	Director Engineering and Infrastructure
Date: 4 February 2025	Date: 4 February 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 - Fleet and Plant 10 Year IRC CW Plan 2025-2035WC Final 09102023
- ***ADDENDUM 1 - Amendment of Early Procurement for Identified 2025-2026 Capital Program – Fleet Department***

REFERENCE DOCUMENT

- Nil

THIS PAGE HAS INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

REPORT ADDENDUM

Engineering and Infrastructure Standing Committee Meeting

DATE	February 2025
TO	All Councillors
FROM	Malcolm Gardiner, Acting Manager Fleet
REPORT	Amendment of Early Procurement for Identified 2025-2026 Capital Program – Fleet Department

Dear Councillors

This addendum outlines further identified fleet items in relation to the Amendment of Early Procurement for Identified 2025-2026 Capital Program – Fleet Department presented to the Engineering and Infrastructure Standing Committee at the meeting held on Wednesday 12 February 2025.

On further investigation of the identified plant and fleet for replacement an additional 2 tractors have been added to the list of items for early procurement which have significant lead times for delivery.

An updated officer's recommendation is drafted below for consideration:

OFFICER'S RECOMMENDATION

That Council:

- 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.***
 - 20 x Vehicles***
 - 2 x Graders***
 - 1 x Front End Loader***
 - 2 x Prime Movers***
 - 2 x Tractors***

Yours faithfully,

Malcolm Gardiner
Acting Manager Fleet

MEETING DETAILS

Ordinary Meeting
Wednesday 26 February 2025

AUTHOR

Amal Meegahawattage

AUTHOR POSITION

Manager Planning and Projects

9.22

WATER AND WASTE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT

EXECUTIVE SUMMARY

This report aims to update the Water and Waste Standing Committee and Council on the delivery of the Water and Waste 2024/2025 Capital Works Program.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and notes the monthly Water and Waste 2024/2025 Capital Projects Progress Summary Report.*

Resolution No.:

W&W0539

Moved:

Cr Vern Russell

Seconded:

Cr Viv Coleman

That the Committee recommends that Council:

- 1. Receives and notes the monthly Water and Waste 2024/2025 Capital Projects Progress Summary Report.**

Carried

BACKGROUND

Regular updates on the financial and physical status of projects within the 2024/2025 Water and Waste Capital Works program are crucial to keep Council informed about the program's progress and associated risks.

IMPLICATIONS

The attached Water and Waste 2024/25 Capital Projects Progress Summary provides an overview of the financial and physical status of all projects, with red indicating a projected cost overrun of over 10% or completion after June 2025, yellow indicating a cost overrun of 0-10%, and green indicating no issues.

Brief commentary is provided to explain the status of each project. Larger and more complex projects are sometimes delivered over multiple financial years and the exact expenditure in each year may deviate from the annual budget due to variations in the delivery schedule. This can affect expenditure in each year without exceeding the total budgeted amount for the project.

COMPLIANCE

Compliance with the Water and Waste 2024/2025 Capital Works Program is essential to meet the identified timeframes of the 2024/2025 financial year.

KEY CAPITAL PROJECTS

1. CW222983 – Moranbah Water Treatment Plant Roof Replacement

This project replaces the 5.7ML reservoir roof to ensure long-term structural integrity and reliability. Construction began in March 2023. Key milestones include installation of structural elements, water blasting of external walls, and roof sheeting application. Equipment damaged during the flood and a lightning strike on 15 January 2025 is being replaced.

2. CW233141 – Nebo Water Network Augmentation

This project upgrades Nebo's water supply infrastructure by adding a new water main to improve reliability and capacity, particularly at the truck-fill point.

Practical completion was achieved in August 2024, and the project is now fully complete. Savings of approximately \$225,000 have been identified, with a proposal to reallocate funds to other capital projects requiring additional funding, while the remainder will be transferred to the reserve as part of the ongoing Q2 Budget Review.

3. CW233155 – Clermont Water Treatment Plant Filter Media Replacement and Plant Modernisation

This upgrade ensures compliance with Drinking Water Quality Management Plan standards. The turbidity analyser system was upgraded in mid-September, with new EPA 180.1-compliant analysers installed and calibrated. A control panel upgrade has also been completed.

The chemical dosing upgrade was delayed ensuring optimal integration with the analyser and control panel upgrades. Now that these upgrades are complete, the chemical dosing upgrade is currently out for tender as a Design and Construct (D&C) contract, with tenders closing in early February.

The project is forecast for completion in September 2025 and will carry over to the next financial year. \$500,000 will be carried forward to 2025/26 to facilitate the final stages of project delivery.

The funding agreement deadline extension was approved by the funding agency.

4. CW233151 – St Lawrence Raw Water Storage and Raw Water Main

This project aims to enhance water storage capacity and improve distribution efficiency for the St Lawrence community by expanding raw water storage and upgrading the raw water main.

The raw water main was installed and successfully commissioned in November 2023. Construction of the new water storage facility is now complete. However, a burst water main under the Bruce Highway on 19 January 2025 delayed commissioning. The issue was resolved within a few days.

The subcontractor is scheduled to complete tank installation and commissioning by 31 January 2025.

5. CW243181 – Moranbah Sewer Pump Station Upgrades

This upgrade improves the capacity and operational efficiency of the Moranbah Sewer Pump Station. Following the contract award in July 2024, potholing works were completed, and materials were ordered. The contractor mobilised on-site in late September. Non-return valves have been ordered and will be installed upon delivery in February 2025.

6. CW243205 – Moranbah Rectification of Landfill Cell

Efforts to rectify and stabilise the landfill cell in Moranbah are ongoing, addressing environmental concerns and ensuring regulatory compliance.

A geotechnical specialist conducted several workshops to discuss the options analysis and identify preferred solutions. Council officers plan to finalise the options analysis in early February and will continue engaging GBA Engineers to explore delivery options and methodology.

The project has a total budget of \$4.2 million. According to the consultant's program, the construction contract is expected to be awarded around mid-2025, making it unlikely that significant construction costs will be incurred within the current financial year. As a result, \$3.0 million is proposed to be carried over to the 2025/26 financial year as part of the ongoing Q2 Budget Review.

7. CW243239/CW243240 – Carmila and Greenhill Landfill Capping

These projects ensure regulatory compliance for landfill capping at the Carmila and Greenhill sites. Design work is progressing, with Aurecon having submitted a draft report.

A pre-lodgement meeting with the Department of Environment, Science and Innovation (DESI) in November 2024 confirmed DESI's agreement with Isaac Regional Council's proposal to manage risks through localised remediation and preventative controls rather than increasing the capping depth from 300mm to 500mm.

As part of the ongoing Q2 Budget Review, funds are proposed to be transferred from the reserve to cover additional costs incurred for design studies, geotechnical testing, and the completion of design and contract documentation.

8. CW253266 – Dysart Waste Management Facility Repurpose to Transfer Station

This project involves converting the Dysart landfill into a modern transfer station.

The Design and Construct (D&C) tender received one compliant bid, which exceeded the budget. A revised alternative bid with a reduced scope was also over budget. Following a re-evaluation in consultation with the Waste Services department, it was decided to complete only the design in FY 2024/25, with construction deferred to FY 2025/26.

The Design RFQ was issued to the market on 9 January 2025. As part of the ongoing Q2 Budget Review, \$525,000 is proposed to be carried forward to fund project completion in FY 2025/26. Overall the deferral of this project will result in a better outcome for the community and a reduction in the whole of life costs for the site.

9. CW253273 / CW253274 – Carmila and St Lawrence Water Treatment Plant Upgrades

These plant upgrades involve enhancing operational efficiency and water quality through improvements to SCADA systems, chemical dosing systems, and control and monitoring infrastructure. Project planning began in July 2024, with initial site investigations completed, and the scope and specifications currently being developed.

The SCADA mimics and chemical dosing system requirements are to be confirmed by the Operations Department before proceeding with the Request for Tender (RFT). To maximise value for money and ensure efficient delivery, both projects will be combined into a single Design and Construct (D&C) contract, with separable portions for each site.

The RFT is expected to go to market in mid to late February, following final confirmation of the project scope by the Operations team. Given this timeline and the likelihood that the majority of construction works for these multi-year projects will take place in the 2025/26 financial year, the ongoing Q2 Budget Review proposes carrying forward funds to align with the revised project schedule. Both projects are still expected to be completed by the end of the 2026 financial year.

10. CW253275 – CORP Sewer Relining 2025

This project involves upgrading the sewer network through CCTV inspections and relining of prioritised sections. Remaining CCTV inspections in Moranbah and Dysart are ongoing, while sewer relining in Moranbah is planned, subject to budget availability.

The Design and Construct (D&C) tender has been awarded, and the project is currently awaiting the contractor's construction program and scheduling of the inception meeting. However, this has been delayed due to the contractor's limited short-term availability, as they are currently engaged with other committed works. It is anticipated that the works will be delivered before the end of the financial year however this cannot

be confirmed until the contractor's construction program is received. This project is part of a contract that encompasses a three-year program of works.

11. CW253282 – CORP Water Network Water Meters

This project replaces outdated water meters to improve accuracy in consumption measurement and billing. Approximately 60 of 450 water meters have been replaced. Work will resume after January 2025, following meter reading completion. Procurement of meters is progressing.

12. CW253287 – Glenden Water Treatment Plant Turbidity Analyser on Filters

The installation of turbidity analysers on the filters at the Glenden Water Treatment Plant will enhance water quality monitoring and regulatory compliance.

The RFQ closed on 18 December 2024, receiving one compliant submission, which slightly exceeded the budget. As part of the ongoing Q2 Budget Review, additional funds are being sourced from other projects to enable the contract award.

13. CW253290 – Middlemount Water Network Augmentation

This project installs a new water main in the Middlemount network to improve distribution. A drainage project on Nolan Drive, adjacent to the reservoir, has been included in the same contract as a separable portion. The project has been awarded and is currently pending the return of the signed contract.

14. CW253291 – Nebo Water Network Avdata

An Avdata system will be installed at the Nebo truck fill point to record water volumes used by commercial customers. The D&C contract has been awarded, with design completed and approved. Material procurement has commenced.

15. CW253283 – CORP Switchboards

This project replaces switchboards to reduce service failure risks and ensure regulatory compliance. An RFQ was sent to market. A mandatory pre-submission site briefing was held on 16 January 2025, with no suppliers attending. A second site briefing is scheduled for 21 January 2025.

PROGRESS PHOTOS



Image 1: St Lawrence Raw Water Tank – Installation Complete



Image 2: St Lawrence Raw Water Main – Installation Complete

BENEFITS

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

CONSULTATION

- Director Water and Waste
- Manager Operations and Maintenance
- Manager Waste Services
- Planning and Projects Capital Works Project Managers

BASIS FOR RECOMMENDATION

To provide Council with a clear monitoring tool to track capital works delivery for the Water and Waste Directorate by providing transparent and relevant reporting. This report will help identify and communicate any project delays, overspends and project risks.

ACTION ACCOUNTABILITY

The Managers and the Director of Water and Waste oversee the scoping, procurement, and completion of the projects identified within the 2024/2025 Capital Projects Progress Summary spreadsheet. Furthermore, the appropriate Managers and the Director Water and Waste are held accountable for the delivery of the project stages which are completed within the identified timeframes.

KEY MESSAGES

That Council has open communication, oversight, and transparency of the Water and Waste 2024/2025 Capital Works Program, to ensure Isaac will have effective and sustainable water and waste infrastructure that supports the needs of the region's communities and economic sectors.

Report prepared by:	Report authorised by:
AMAL MEEGAHAWATTAGE	SCOTT CASEY
Manager Planning and Projects	Director Water and Waste
Date: 31 January 2025	Date: 31 January 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – W&W Capital Projects Progress Summary Spreadsheet February 2025

REFERENCE DOCUMENT

- Nil

PAGES 331 TO 332 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Scott Casey
AUTHOR POSITION	Director Water and Waste

9.23

WATER QUALITY INVESTIGATION ACTION PLAN UPDATE

EXECUTIVE SUMMARY

The purpose of this report is to update Council on the Water Quality Reliability Investigation Action Plan Deliverables following the 2021/2022 Christmas Period water quality incidents.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and notes the quarterly update report for the Water Quality Investigation Action Plan Deliverables.***

Resolution No.: W&W0540

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That the Committee recommends that Council:

- 1. Receives and notes the Report for the Water Quality Investigation Action Plan Deliverables.**

Carried

BACKGROUND

Over the Christmas/New Year period 2021/2022 there were water quality incidents in four (4) townships across the Isaac Region, which caused disruption and impacted the water supply service levels experienced by those communities. The Chief Executive Officer (CEO) of Isaac Regional Council (IRC) committed to a thorough investigation into the incidents. The terms of reference (TOR) for the investigation were approved by Council and an internal investigation was conducted which was peer reviewed by an independent third-party consultant.

Arising from the investigation an action plan was prepared and presented to Council. At the November 2022 Ordinary Meeting (refer resolution number 8126) Council received and acknowledged the Water Quality Investigation Report received and endorsed the Water Quality Investigation Report Action Plan and requested that a regular report be presented to Council on the progress against the action plan deliverables.

IMPLICATIONS

The risk of a reoccurrence of the water quality incidents remained after the events had been resolved, and it was clear from the subsequent investigation that there was no single solution which would entirely remove the risk of such water supply failures. The investigation report gave rise to an action plan which set out a suite of actions which will address the root causes of the water quality events.

The action plan contained both short term interventions and actions that form part of a longer-term strategy. Some of the short-term interventions such as the replacement of failed equipment have already had an impact on the likelihood of a reoccurrence but will not eliminate it entirely. Expected delivery dates have been identified in the action plan so that progress may be tracked and effectively managed. It should be noted that implementation of the recommended actions has taken a significant commitment from the Water and Waste management team and Isaac Regional Council.

In the period from October 2024 to January 2025 continued progress has been made on delivery of the Water Quality Action Plan. Progress to date is shown in detail in Attachment 1 - Water Quality Investigations Action Plan - Update – February 2025 but can be summarised as follows:

Status	January 2024	April 2024	July 2024	October 2024	January 2025
Actions Complete	16*	20*	22*	23	26
Previously Completed Actions removed from PLAN	-	-	-	21	23
Action On - Track	16**	17**	15**	14	10
Action Needs Improvement	2	0	0	0	0
Action Yet to Commence	0	0	0	0	0
Ongoing	3	0	0	0	1

* Where actions have become embedded as business-as-usual activities they have been considered as complete.

** Some of the identified actions are scheduled to be delivered over several years.

CONSULTATION

- Director Water and Waste
- Manager Operations and Maintenance
- Program Leader Compliance and IMS
- Water and Waste Process Engineer

BASIS FOR RECOMMENDATION

The Action Plan in Attachment 1 forms the basis of future risk mitigation measures, and its implementation significantly reduces the likelihood of similar water quality incidents occurring in the future. This report shows that progress has been made against all actions; 26 actions are now complete, 10 are on track for successful delivery and one is progressing but requires an extension of time. Of the completed actions 23 have now been removed from the attachment for ease of reporting. The continuing implementation of this action plan will further reduce the risk of future water quality events occurring.

The scope and nature of many of the actions in the plan are multi-year initiatives which will embed a culture of continuous improvement in the Water and Waste directorate. These continuous improvement actions are incorporated into the Water and Waste Integrated Management System where appropriate, to secure the improvements in future operations. Funding relating to some of the actions has been included in the budget submissions for the 2024/25 Financial Year.

The action plan is one mechanism being used to improve water quality in response to specific water quality events. It is complimented by broader activities such as the Water and Waste Integrated Management System (IMS) and the Drinking Water Quality Management Plan (DWQMP) which was reviewed in December 2023.

The review of the DWQMP included a targeted improvement plan Risk Management Improvement Plan (RMIP) which has informed the 2024/25 Financial Year investment strategy for the Water and Waste Directorate.

The IMS continues to evolve and expand and includes quarterly management reviews to track progress and will undergo an external audit for recertification.

Although the continued delivery of the action plan in Attachment 1 will result in a more robust and sustainable water services it represents the actions identified at a point in time and will be complemented by further initiatives which have commenced subsequently.

ACTION ACCOUNTABILITY

The Director of Water and Waste will continue to lead the improvement in reliability of the water supply schemes across the Region.

KEY MESSAGES

The management team of Water and Waste are committed to improving performance and implementing change to minimise the risk of water quality failures in the future, both in a focused way in response to specifically identified risks and more systemically through continuous process improvement mechanisms.

Since the water quality events in December 2021/22 that triggered this investigation and action plan, the improvements made to date have enhanced the resilience of the water treatment process.

WATER AND WASTE

Subsequent events have been identified and resolved before they have compromised water quality or the continuity of water supply to the community. These practical examples demonstrate that the initiatives captured in this action plan along with increased asset maintenance and additional staff training have led to more sustainable services.

There are several inter-related initiatives encompassed by this action plan and in complimentary business improvement frameworks. The ultimate success in preventing future water quality events will be dependent upon delivering them all, so that they complement each other.

Report prepared by:

SCOTT CASEY
Director Water and Waste

Date: 31 January 2025

Report authorised by:

SCOTT CASEY
Director Water and Waste

Date: 31 January 2025

ATTACHMENTS

- Attachment 1 - Water Quality Investigations Action Plan - Update – February 2025

REFERENCE DOCUMENT

- Drinking Water Quality Management Plan

WATER QUALITY INVESTIGATIONS – ACTION PLAN

Q3 UPDATE – FEBRUARY 2025

Key

Lead – Is the resource identified to lead and co-ordinate the implementation of an action.

Support – Is a resource that will be required to contribute to the delivery of an action but will support the Lead.

Input - Is a resource that will be required to contribute to achieve the successful delivery of an action but will only contribute as required.

BAU – Business as Usual

CAPEX – Capital Expenditure

DWQMP – Drinking Water Quality Management Plan

IMS – Integrated Management System

OPEX – Operational Expenditure

RMIP - Risk Management Improvement Program

SWIMS – Statewide Information Management System

WWILT – Water and Waste Influencers and Leadership Team

WTP – Water Treatment Plant

WWTP – Wastewater Treatment Plant

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
1.	System Documentation / Knowledge Management	Review existing operational documentation to identify gaps.	4 months per site (across all 8 water treatment plants) Start Jan 2023 End Dec 2024 Time extension to June 2025 to finalise documentation.	Ongoing with no significant change in the preceding period. ON TRACK	Technical Standard for documentation partially completed. This shall be presented to the Capital Projects team to obtain feedback and improve. Investigate utilising the IMS document Management protocols to ensure Engineering documentation is relevant and remains current. Integration of operational documentation into the IMS is ongoing and will eventually form a complete operating system. ON TRACK	This is an ongoing issue. Ideally suitable documentation for all plants will encompass historical assets and the project delivery process will require contractors to update engineer documentation when providing improvements or replacements on treatment facilities. Project delivery guidelines are currently being drafted. ON TRACK	Will be considered in the project delivery work flow document that is being compiled. ON TRACK	Integrate engineering document requirements into Capital Projects IMS procedures and framework. ONGOING
1A.	System Documentation / Knowledge Management	Develop specific SOPs for lab testing procedures (specific to the instrumentation)	2 months per site (across all 8 water treatment plants following on from action 1A)	Ongoing with no significant change in the preceding period. ON TRACK	Waiting for draft work instructions to be finalised in IMS. ON TRACK	Operators using new Hach equipment, using the Hach test methods until the	All activities commenced in the previous quarters are ongoing and yet to reach a conclusion.	Work instructions awaiting IMS approvals. COMPLETE –

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
		that is at the sites).	Start Jan 2023 End April 2024			new IRC WIs are approved. ON TRACK	ON TRACK	Remove from future reports
1C.	Process Robustness (previously action 19)	Review processes, identify gaps or processes that would provide more robust response to variability in raw water quality (e.g. the use of a coated media processes rather than potassium permanganate). Consider what additional monitoring (including on-line) to provide early warning or automated process changes. For example, pH and DO monitoring to provide early warning that coated media manganese	5 months (across all 8 water treatment plants following on from action 1B) May need to prioritise in high-risk sites. Start Jan 2023 End December 2026	The DWQMP review and process audits have identified areas for improvement, and these have been input into the FY2425 budget preparation process for future investment. ON TRACK	DWQMP and RMIP COMPLETE Next step to produce a WTP Process Standard against which each treatment plant is audited to identify improvements. ON TRACK	Draft for WTP Process Audit template nearing completion. General technical specification for Isaac Chemical Dosing Requirements is underway with an expected delivery date of August 2024. ON TRACK	Ongoing work in aligning process audits with RMIP for implementation by Capital Projects. Current focus on CLM, STL and CAR. ON TRACK	Priorities managed through the RMIP and through Operations involvement in User requirement spec for upgrades. Process audits template to be circulated for comments. ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
		removal might be compromised. Also, raw water turbidity monitoring with automated step change to the coagulant dose rate. Consider using on-line manages analyser results with alarms and also feed forward change to the potassium permanganate dose rate. The changes to dose rates would be based on information gathered from previous events and jar testing.						
2.	System Documentation / Knowledge Management	Ensure one updated operation and maintenance manual exists for each plant with the manuals all being consistent in format to enable	3-year project (average 4 months per site) Start 1 July 2023 End June 2026	Lucidity action 6978. Contractor has been engaged to complete the manuals. MMT and DYS water treatment plants and	Contractor has been engaged to complete the manuals. ON TRACK	Middlemount and Dysart Water Treatment Plant Manuals have been drafted and awaiting checking with operational team. Once this has been completed these documents will be	Order placed for MBH WTP manual. Review of MMT and DYS in progress. ON TRACK	Staged delivery of the operations and maintenance manuals continues. ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
		operators from other plants to easily find information.		wastewater treatment plants will be completed this year. ON TRACK		registered. Moranbah and Nebo Water Treatment Plants are the next sites to have these documents developed. ON TRACK		
6C.	SCADA	For sites that do not have SCADA – how do we get those sites accessible	2.5 years Start Jan 2023 End July 25	The first element of the revised SCADA project has been to the market and is in the evaluation stage. Award to technical advisor expected February 2024. NEEDS IMPROVEMENT	SCADA Technical Advisor contract has been awarded and initial meetings have been held at Glenden and Nebo. ON TRACK	The initial contractor has not fulfilled their obligations and developed the documentation as required. A second contractor is being engaged to start this process with Clermont WTP. ON TRACK	Clermont WTP SCADA will be implemented in November 2024. Glenden, Carmila and St Lawrence WTP SCADA Scopes are being developed presently and will be including into Capital Upgrade Projects over the next 18 months. ON TRACK	SCADA project implementation is proceeding in line with the implementation schedule and has been integrated into the upgrades of treatment plants where appropriate. ON TRACK
7.	SCADA	Ensure the SCADA system has the capability to put logic to alert discrepancies when variance between actual and recorded information is detected. (eg if	3.5 years Start July 2022 End Dec 25	The first element of the revised SCADA project has been to the market and is in the evaluation stage. Award to technical advisor expected February 2024.	SCADA Technical Advisor contract has been awarded and initial meetings have been held at Glenden and Nebo. ON TRACK	The initial contractor has not fulfilled their obligations and developed the documentation as required. A second contractor is being engaged to start	This action has been included in the SCADA development that will be implemented at Clermont WTP. This will be a standard feature on all SCADA project moving forward.	This aspect of the SCADA system design has been incorporated into the scope and will be replicated across all sites as part of the SCADA project roll out.

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
		X filters on-line then expected flow is Y ML, have a discrepancy alarm)		NEEDS IMPROVEMENT		this process with Clermont WTP. ON TRACK	ON TRACK	COMPLETE – Remove from future reports
8.	SCADA	As part of the strategy development review systems and processes to identify gaps in monitoring and control. Ensure there is sufficient on-line instrumentation for monitoring key water quality parameters including Critical Control Points (CCPs). Related to this, there is a need to ensure there is sufficient control of the plant, such as plant shutdowns on breaches of CCP limits.	3.5 years Start July 2022 End Dec 25	Risk assessments completed for 8x WTPs. 2023 Risk management improvement program (RMIP) produced as an output of the DWQMP review. ON TRACK	DWQMP Review and RMIP complete. Next step to produce a WTP Process Standard against which each treatment plant is audited to identify improvements. ON TRACK	Draft for WTP Process Audit template nearing completion. General technical spec for Chemical dosing requirements is underway. ON TRACK	General technical spec for Chemical dosing requirements completed and provided to the Capital Team. Work has started on specific requirements for STL and CAR. Delivery of online monitoring according to RMIP. ON TRACK	Specific requirements for Clermont WTP completed. Specific requirements for STL WTP close to completion. Specific requirements for CAR WTP are in progress. General chemical dosing requirement developed for Clermont will form the basis of monitoring and control specification for future plant upgrades. COMPLETE – Remove from future reports

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
9.	SCADA	The strategy should consider installing instrumentation to monitor raw and treated water quality, production and delivery with trends being monitored to alert operators in advance of the need to start adjusting their plant operation.	3.5 years Start July 2022 End Dec 25	Risk assessments completed for 8x WTPs. 2023 Risk management improvement program (RMIP) produced as an output of the DWQMP review. ON TRACK	DWQMP Review and RMIP complete. Next step to produce a WTP Process Standard against which each treatment plant is audited to identify improvements. ON TRACK	Draft for WTP Process Audit template nearing completion. ON TRACK	These improvements are being included with the improvements being rolled out. ON TRACK	Process audits template to be circulated for comments. ON TRACK
11B.	Ineffective Alarms to Identify Problems and then Escalation (H2O action item 15)	Implement Critical Operating Point (COP) limits in the water supply network, covering low and high limits for free chlorine.	3.5 years – phased implementation based on risk Start July 2022 End Dec 25	Evaluation of drinking water quality at MMT as part of the DWQMP review highlighted elevated risk around Chlorine contact time. This is being managed operationally but has prompted the re-submission of the capital project for the MMT reservoir main for FY2425 budget consideration. ON TRACK	PAG submission has been included for the MMT reservoir main for FY2425 budget consideration. ON TRACK	Middlemount Reservoir Main duplication SOW has been completed and tender being released to market in August 2024. \$1.4M committed in the FY24/25 budget. ON TRACK	Review of CCP's within the DWQMP review and training of staff of these CCP's has uplifted the knowledge of the team to identify a non-compliance CCP. This action has been included in the SCADA development that will be implemented at Clermont WTP. This will be a standard feature on all SCADA project moving forward. The development of online SWMS	Online SWMS reporting is being rolled out and the MMT reservoir main contract has been awarded. ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
							reporting through Qld Water dashboard has the capability to alarm to supervisors if a CCP has been entered that is out of scope. ON TRACK	
14.	Ineffective Alarms to Identify Problems and then Escalation	Trends should also be automatically calculated to alert before critical levels are reached.	3.5 years - SWIMS Project NOTE - SWIMS will become the daily data log NOTE – links to SCADA implementation. Start July 2022 End Dec 25	The award of the SCADA project failed to conclude due to issue with the preferred contractor. Project has been reviewed, the scope adjusted and has been re-issued to the market. The first element of the revised SCADA project has been to the market and is in the evaluation stage. Award to technical advisor expected February 2024. ON TRACK	SCADA Technical Advisor contract has been awarded and initial meetings have been held at Glenden and Nebo. ON TRACK	The initial contractor has not fulfilled their obligations and developed the documentation as required. A second contractor is being engaged to start this process with Clermont WTP. ON TRACK	Review of CCP's within the DWQMP review and training of staff of these CCP's has uplifted the knowledge of the team to identify a non-compliance CCP. This action has been included in the SCADA development that will be implemented at Clermont WTP. This will be a standard feature on all SCADA project moving forward. The development of online SWMS reporting through Qld Water dashboard has the capability to alarm to supervisors if a	Continued roll out of the SCADA project and implementation of the online SWMS reporting are proceeding. ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
							CCP has been entered that is out of scope. ON TRACK	
16b.		Ensure there is sufficient information available for staff who are not fully conversant with the plant to be able to effectively complete the tasks on the worksheets.	Ongoing action Start Jan 2023 End BAU	All activities commenced in the previous quarter are ongoing an yet to reach a conclusion. ON TRACK	Workshop between W&W and P&C occurred to investigate options for recruitment and retention. Operations and Maintenance team have developed an onboarding pack for new staff. This has been shared across the directorate. ON TRACK	Recruitment and retention strategy is being developed. ON TRACK	All activities commenced in the previous quarter are ongoing and yet to reach a conclusion. Development of plant manuals will assist with this action. Dysart and Middlemount manuals have been completed in draft form and Moranbah WTP will be developed this FY. ON TRACK	Recruitment and retention strategy is progressing with IRC setting up as a sponsorship organisation for operators and exploration of alternative recruitment avenues. Improvements to staff onboarding are a complete for the O&M team. O&M manuals continue to be written in line with budgetary constraints. ON TRACK
17.	Loss of Long-Term Historical Knowledge – Staff Turnover	Ensure one updated operation and maintenance manual exists for each plant with the manuals all	3-year project (average 4 months per site) Start Jan 2023	The presentation of the Process Engineer to Council was suspended prior to Christmas but will be reinitiated.	An operational project to prepare operation and maintenance manuals is underway.	An operational project to prepare operation and maintenance manuals is underway.	Development of plant manuals will assist with this action. Dysart and Middlemount manuals have been completed in draft	O&M manuals continue to be written in line with budgetary constraints. ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
		being consistent in format to enable operators from other plants to easily find information.	End June 24	An operational project to prepare operation and maintenance manuals is underway. ON TRACK	ON TRACK	ON TRACK	form and Moranbah WTP will be developed this FY. ON TRACK	
21a	Asset Management	An asset management system needs to be implemented to identify asset condition and replacement schedules.	2 years Start July 2023? End July 25?	The draft asset management plan has been reviewed. Work on the water and waste investment strategy has commenced. Preparation of the 10-year capital programs has been done. All sources of recommended investment have been collated into a comprehensive list of identified need. ON TRACK	A position description has been prepared for a new asset management position within W&W. Recruitment for this position will be progressed. Work continues with the asset management team to consolidate and rationalise the asset registers. ON TRACK	Work continues with the development of this asset management position. Condition assessments are being collated at the end of each preventative maintenance program. These condition assessments are being uploaded into the Asset Management System. Draft asset management plans have been reviewed and updated.	All activities commenced in the previous quarters are ongoing and yet to reach a conclusion. ON TRACK	An Asset Management and Investment Program Leader was recruited and then withdrew, the position is being readvertised. ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS JANUARY 2024	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025
						ON TRACK		
21b.	Asset Management	Amend the draft AMPs with focus on the improvement plan	12 months from engagement of resource Start June 23 End June 24	The review of the asset management plan is complete and is just awaiting approval. Dedicated asset management resources have been identified and will be implemented over the coming periods if approved. In the meantime, existing resources are focusing on the continued development of the asset register and 10 year investment programs. ON TRACK	10-year investment programs are now complete in draft for water wastewater and waste functions ON TRACK	Finalisation of the AMP's and the update of the 10-year investment program is near completion. Once completed this will be submitted for approval. ON TRACK	All activities commenced in the previous quarters are ongoing and yet to reach a conclusion. Dedicated Assets resources is presently being finalised with recruitment to start on this position in November 2024. ON TRACK	An Asset Management and Investment Program Leader was recruited and then withdrew, the position is being readvertised. ON TRACK

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Tait Suridge
AUTHOR POSITION	Program Leader – Compliance and IMS

9.24

BUSINESS SERVICES DEPARTMENTAL REPORT - COMPLIANCE

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview and status update on the Water and Waste Directorate's recurring and reactive regulatory compliance related activities.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and notes this report outlining the compliance related activities in the Water and Waste Directorate.***

Resolution No.: W&W0541

Moved: Cr Vern Russell

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

- 1. Receives and notes this report outlining the compliance related activities in the Water and Waste Directorate.**

Carried

BACKGROUND

The Compliance and IMS Team within the Business Services Department of Water and Waste is responsible for supporting the operational water, wastewater and waste departments to meet all statutory and regulatory compliance reporting obligations.

Water and Waste (W&W) has over 40 recurring statutory and regulatory reporting requirements in any given financial year (as attached) including quarterly fluoridation reporting, 4-monthly water security reporting, annual water license, State Wide Information Management (SWIM) reporting, Theresa Creek Dam safety statement and Emergency Action Plan (EAP) review, Drinking Water Quality Management Plan (DWQMP) review and report, and Receiving Environmental Monitoring Program (REMP) reports.

WATER AND WASTE

These ongoing and annual requirements are captured as reoccurring actions through Council's Lucidity system for awareness, planning and oversight of upcoming requirements and to ensure reporting timeframes are met.

In addition to the scheduled tasks, W&W must also notify, investigate and provide final reports for:

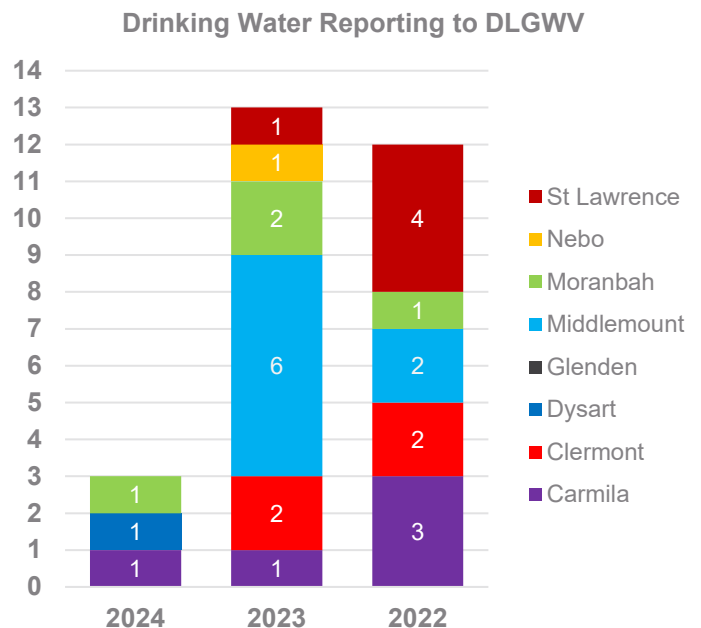
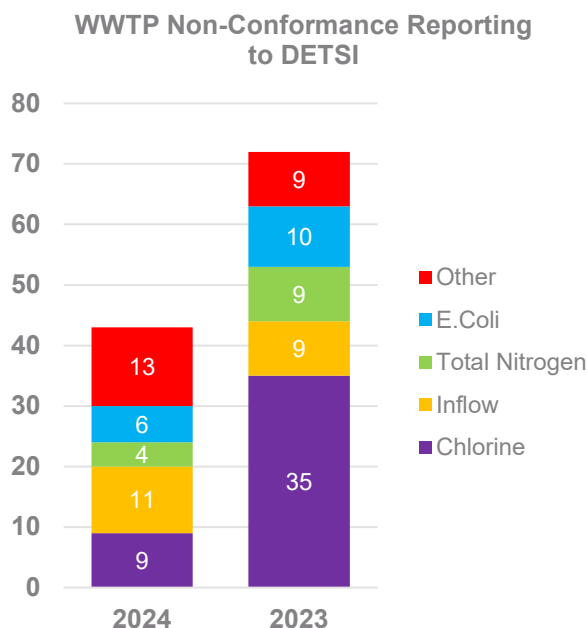
- any drinking water non-compliances to the Australian Drinking Water Guidelines (ADWG) or it's DWQMP through to the Water Supply Regulation, Department of Local Government, Water and Volunteers (DLGWV);
- any wastewater or waste management facility non-compliances to Council's Environmental Authorities (EA) EPPR00791913 or BRID0015 through to the Department of Environment, Tourism, Science and Innovation (DETSI);
- any sewage non-compliances to Environmentally Relevant Activity (ERA) 63 to DETSI; and
- any weighbridge malfunctions of more than three (3) days to Levy Services, DETSI.

The Compliance and IMS Team is involved from the initial notification of the event to the appropriate regulatory body, part of or the lead in investigations into an event, and they prepare and submit the final reports through to the Regulator. All communication to and from the regulator is centralised through the Compliance and IMS Team. This ensures all conditions are being met and has allowed positive relationship building to occur between the Regulators and the W&W Directorate of Isaac Regional Council.

PREVIOUS 12 MONTHS

Highlights

As seen below, in the 2024 calendar year there was an overall reduction in reportable non-compliance events for water and wastewater with three (3) drinking water non-compliance's reported to DLGWV and 43 wastewater non-compliances of EA EPPR00791913 to DETSI compared to 13 drinking water and 72 wastewater non-compliances reported in 2023.



The reduction in reportable events for water and wastewater is due to several factors, including:

- the preventative maintenance program has led to less failures and breakdowns of equipment;
- the Moranbah sewer relining project has reduced the reportable inflow exceedances for Moranbah Wastewater Treatment Plant (WWTP), with none made to date for this wet weather period;
- the administrative EA amendment which resulted in the removal of the requirement for a NATA accredited laboratory to complete testing for Residual Chlorine and pH. This had a significant impact in reducing residual chlorine exceedances which were being reported to DETSI every month.

Two (2) EA amendments underwent pre-lodgement with DETSI assessments prior to formal applications to amend EA EPPR00791913 being completed and accepted by DETSI. The successful amendments to the EA were as follows:

1. Increase the Ammonia Limit described in Table 7.3 of Condition 7-WT1 from 20µg to 250µg when releasing treated effluent to Grosvenor Creek. The ammonia limit is now an achievable parameter to meet when the required flow for release is met at Grosvenor Creek in Moranbah.
2. The removal of Regulated Dam Status of the two (2) Effluent Storage Dams (ESDs) and the Overflow Storage Dam (OSD) at Moranbah WWTP. There is no longer a requirement for an annual regulated dams inspection report to be completed by a suitably qualified person resulting in a cost saving and a reduction in the regulatory reporting demand.

A thorough review of the Drinking Water Quality Management Plan (DWQMP) was completed in December 2023 with all water treatment plant operators from the region involved in the risk assessment workshops, and plant-based consultation on the changes and updates to the DWQMP. The feedback received after the DWQMP was submitted to DLGWV for approval was very positive with them complementing IRC on the new layout of the plan.

Figure 1 Plan Structure



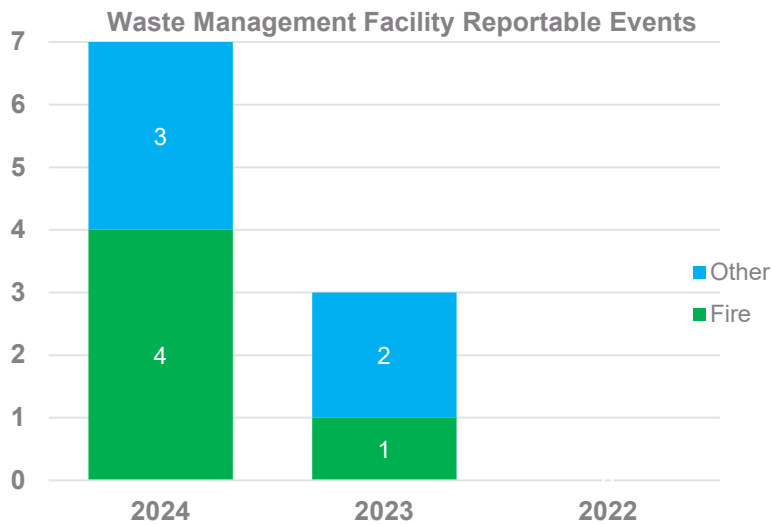
The Compliance and IMS Team successfully recruited the Data Integrity and Compliance Officer role with the officer starting at the end of August 2024. This role has focussed on setting up all eight (8) Water Treatment Plants (WTP) on SWIMLocal, a program maintained by the Queensland Water Directorate for capturing and reporting drinking water, sewage and recycled water information. With all WTP's entering data directly into SWIMLocal, annual reporting and 4-monthly quarterly reporting will be quicker and easier to complete. SWIMLocal also allows for alerts and notifications to be sent to required personnel upon entry of non-compliant results allowing early notification to further reduce reportable events. This is a significant step towards streamlining some of the regulatory reporting requirements.



In April 2023 the Safety and Resilience Team conducted a photographic audit of all of Council’s permanent facilities and produced a report for the Executive Leadership Team. Upon receipt of the report W&W reviewed all photos and commentary relating to its nine (9) Waste Management Facilities (WMF) and 14 treatment plants (WTP and WWTP) and determined appropriate actions which were then entered into Lucidity and allocated to responsible staff. W&W reviewed the status of these actions on a quarterly basis with the final action being closed out in August 2024.

Challenges

While reportable events have decreased in water and wastewater, the waste management facilities experienced increased reportable events from three (3) in 2023 to seven (7) in 2024 with four (4) of these being fires at Moranbah Waste Management Facility (WMF).



The fires at Moranbah WMF, along with a community complainant have required the Compliance and IMS Team to work with the Waste Management Team to respond to Matters of Concern (MOC) raised by DETSI. This has included tracking actions through Lucidity and updating DETSI on the progress. The MOC was closed with a formal warning letter in November 2024 and DETSI requesting to visit the site in February 2025. The team meets fortnightly to review actions to ensure the facility visit in February with DETSI has a positive outcome.



Effluent storage dams (ESD) overtopping in Moranbah, Middlemount and Dysart continues to be a topic of discussion between W&W and DETSI with 6 monthly meetings held to discuss IRC’s progress in stopping the uncontrolled release of treated effluent over the spillways into the environment. The Compliance and IMS Team provides DETSI with a weekly update on the overtopping status of the ESD Spillways along with flow and water quality monitoring data, photos of the environment the treated effluent is spilling to, the total recycled water used in each town each week, the total recycled water irrigated at each WWTP (to demonstrate attempts to limit uncontrolled release), and any verification monitoring results from spillway samples received from the NATA accredited laboratory.

Wastewater Treatment Plant ESD	Status
Moranbah	Overtopping
Clermont	Not Overtopping (Ceased on 12/12/2023)
Dysart	Not Overtopping (Ceased on 22/01/2025)
Middlemount	Overtopping

An Effluent Reuse Strategy report was completed by a consultant in June 2023 to provide W&W with options on managing the excess recycled water and preventing the overtopping of the ESD spillways. W&W has taken a hybrid approach to the recommendations from the report and is currently working on projects with the focus on preventing spillway overtopping in Moranbah, Dysart and Middlemount to be compliant with the EA as detailed below:

Moranbah:

- Extension of the recycled water main along Sarchedon Drive with the opportunity for the community and sporting clubs along Sarchedon drive to connect to the recycled water network as well as irrigation being installed in a parcel of State Government land which is under W&W control. This will allow W&W to irrigate and stop potential ESD spillway overtopping when other 3rd party users are not using the amount of recycled water required to maintain compliance.
- Grosvenor Creek Flow Monitoring Device installation to assist with maintaining compliance during releases to Grosvenor Creek.

Dysart:

- Investigating expanding the irrigation at the WWTP and WMF. The impact to matters of state environmental significance such as endangered wildlife habitat are currently being researched before this can progress.

Middlemount:

- The recycled water main was extended last year with the primary school connecting to the recycled water network and started using water in August 2024.
- The purchase of a fit for purpose evaporator is being scoped, with DETSI assessment team offering to provide W&W with feedback on the evaporators being explored to ensure it will not have any other environmental impacts and any required EA amendments will be approved. This is an extension of the collaborative relationship that IRC has built with the Regulators.



Moranbah Spillway Overtopping



Middlemount Spillway Flow Area

NEXT 12 MONTHS

In addition to preparing and submitting the recurring statutory and regulatory reporting, the Compliance and IMS Team is assisting the W&W Projects and Planning Team with an EA amendment for Carmila and Greenhill WMF's to transition to ERA threshold 60(4) to operate as decommissioned landfills.

Assistance with an EA amendment to the peak inflow design for Nebo WWTP is also being developed with pre-lodgement and feedback from DETSI on additional requirements prior to an EA amendment being completed.

Minor amendments to improve the useability of the DWQMP have been identified with final consultation being completed with the operational team prior to sending to DLGWV for approval. DLGWV has encouraged W&W to update and submit smaller amendments to the DWQMP more regularly rather than completing a large review every 2 years.

The Drinking Water Blue Green Algae (BGA) Management Plan is expected to be finalised in the next month with a submission and approval required by DLGWV to confirm the plan meets requirements.

The six (6) WWTP's will all be set up in SWIMLocal with alerts and notifications similar to the WTP's for early detection of any treatment process issues.

With the addition of the Data Integrity and Compliance Officer to the team, it is anticipated that more annual reporting requirements can be completed within W&W rather than needing to outsource to contractors.

////////////////////////////////////

This includes the DWQMP annual report and review of the Theresa Creek Dam Emergency Action Plan review. This growth in embedded expertise improves the speed and quality of our compliance activities, reduces costs and also allows us to share the knowledge and capability across the Directorate.

KEY MESSAGES

The Compliance and IMS Team is the conduit between the operational teams and regulatory bodies ensuring there is an additional level of oversight and accountability for both proactive and reactive regulatory and statutory reporting.

Providing this support structure allows the directorate to increase the focus and reliability of the compliance activities and ensures that Councils performance continues to improve.

Report prepared by: TAIT SURIDGE Program Leader – Compliance and IMS Date: 31 January 2025	Report authorised by: SCOTT CASEY Director Water and Waste Date: 31 January 2025
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ATTACHMENTS

- Attachment 1 – W&W Compliance Submission Summary Calendar

REFERENCE DOCUMENT

- Nil

W&W COMPLIANCE SUBMISSION SUMMARY

JANUARY

DEPARTMENT	REQUIREMENT	DUE DATE
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th
Water	Fluoridation Report Q4 (Oct-Dec)	30 th

FEBRUARY

DEPARTMENT	REQUIREMENT	DUE DATE
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th

MARCH

DEPARTMENT	REQUIREMENT	DUE DATE
Water	4 Monthly Water Security (and Drought) Reporting (Nov-Feb)	7 th
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th

APRIL

DEPARTMENT	REQUIREMENT	DUE DATE
Waste	Environmental Authority BRID0015 License Renewal	4 th
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th
Water	Fluoridation Report Q1 (Jan-Mar)	30 th

MAY

DEPARTMENT	REQUIREMENT	DUE DATE
Water	TCD Safety Review Report – Every 20 Years (next due 2032)	1 st
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th

JUNE

DEPARTMENT	REQUIREMENT	DUE DATE
Business Services	Customer Service Standards – 5 Yearly (next due 2026)	1 st
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th

JULY

DEPARTMENT	REQUIREMENT	DUE DATE
Water	4 Monthly Water Security (and Drought) Reporting (Mar-Jun)	7 th
Water	Water Level Measurements for Nebo Bore Water License 625480	21 st
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th
Water	Fluoridation Report Q2 (Apr-Jun)	30 th
Water	Carmila Water License 622775 Water Records	30 th
Waste	Landfill Volumetric Surveys for Moranbah, Glenden, Clermont and Dysart	31 st

AUGUST

DEPARTMENT	REQUIREMENT	DUE DATE
Water	TCD Annual Safety Statement and Emergency Action Plan	1 st (for 2025)
Water	Registration Details Review for Water Supply Regulator	11 th
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th
Waste	Annual Waste Local Government Survey (QWDS)	31 st

SEPTEMBER

DEPARTMENT	REQUIREMENT	DUE DATE
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th
Wastewater	Annual Sewage Releases Report	30 th

OCTOBER

DEPARTMENT	REQUIREMENT	DUE DATE
Water	TCD Comprehensive Inspection Report – 5 Yearly (Next due 2027)	1 st
Water & Wastewater	SWIM Annual Report	4 th
Water	TCD Dam Failure Impact Assessment (Next due 2031)	7 th
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th
Water	Fluoridation Report Q3 (Jul-Sept)	30 th
Wastewater	Review of REMP's and IMP' for Nebo, Clermont, Glenden, Middlemount, Dysart, Moranbah WWTP's – 2 Yearly (Even Years)	30 th

NOVEMBER

DEPARTMENT	REQUIREMENT	DUE DATE
Water	4 Monthly Water Security (and Drought) Reporting (Jul-Aug)	7 th
Water	DWQMP Review – 2 Yearly (Odd Years)	11 th - then 30 days to amend plan and submit to regulator
Water	DWQMP Audit – 4 Yearly (Next due 2026)	11 th
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th
Wastewater	REMP Annual Reports for Nebo, Clermont, Glenden, Middlemount, Dysart Moranbah	30 th

DECEMBER

DEPARTMENT	REQUIREMENT	DUE DATE
Water	DWQMP Annual Report	18 th
All	Environmental Authority EPPR00791913 License Renewal	18 th
Water	DWQMP Review Submitted to Regulator – 2 Yearly (Odd Years)	22 nd
Waste	Monthly Waste Detailed Data Return and Waste Summary Return (QWDS)	28 th

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Amal Meegahawattage
AUTHOR POSITION	Manager Planning and Projects

9.25

PLANNING AND PROJECTS DEPARTMENT OVERVIEW

EXECUTIVE SUMMARY

The purpose of this report is to present an overview of the Planning and Projects Department within the Water and Waste Directorate of Isaac Regional Council.

OFFICER'S RECOMMENDATION

That Council:

- 1. Note the content of this report regarding an overview of the Planning & Projects Department within the Water and Waste Directorate of Isaac Regional Council.*
- 2. Receives and notes the Planning and Projects Department presentation.*

Resolution No.: W&W0542

Moved: Cr Vern Russell

Seconded: Cr Viv Coleman

That the Committee Recommends that Council:

- 1. Note the content of this report regarding an overview of the Planning and Projects Department within the Water and Waste Directorate of Isaac Regional Council.**
- 2. Receives and notes the Planning and Projects Department presentation.**

Carried

BACKGROUND

The Planning and Projects Department (P&P) leads the delivery of capital works and infrastructure planning for the Water and Waste Directorate. The department is integral to ensuring service delivery levels by assisting in the planning and delivery of water, wastewater, and waste management infrastructure, helping to improve infrastructure sustainability, operational reliability, and service delivery levels in alignment with council's strategic objectives. The P&P undertakes key functions in two main areas:

- Infrastructure planning; and
- Delivery of Capital Projects

Infrastructure is vital to both the community and council operations, and P&P plays a critical role in ensuring projects are well-planned, adequately funded, and efficiently delivered. By integrating structured project governance, financial oversight, and stakeholder engagement, P&P ensures infrastructure investments align with the region's long-term growth and service needs.

The following sections outline P&P's core functions, team structure, budget allocations, and the broader implications of its work in delivering essential infrastructure services.

INFRASTRUCTURE PLANNING

- Coordination of the Project Accountability Gateway (PAG) process for short-term project delivery.
- Development and management of long-term (10–30 year) and annual project delivery plans.
- Conducting engineering studies and network modelling to evaluate infrastructure feasibility and support future planning and project delivery.
- Providing expert advice to internal and external stakeholders to ensure alignment with council's strategic goals.
- Ensuring infrastructure projects comply with relevant legislation, council policies, and industry standards.
- Incorporating preventative maintenance plans and asset replacement strategies into project scopes.
- Aligning long-term capital projects with demographic trends, technological advancements, and environmental considerations.

CAPITAL PROJECT DELIVERY

- Coordination and management of design, procurement, and construction processes for water, wastewater, and waste infrastructure projects.
- Managing consultants, contractors, and suppliers in the planning, design, and delivery of capital projects.
- Ensuring compliance with relevant legislation, council policies, and industry standards.
- Engaging in stakeholder consultation and fostering alignment with community needs and expectations.
- Developing and overseeing project budgets, financial plans, and funding applications to optimise resource allocation.
- Monitoring risks, conducting quality assurance, and ensuring effective reporting to support successful project delivery.

TEAM STRUCTURE AND RESPONSIBILITIES

The P&P consists of a multidisciplinary team, including the Manager Planning and Projects, project managers, planning engineers, and technical support officers, who collectively manage the lifecycle of capital projects.

Manager Planning and Projects

- Overseeing the development and management of the Capital Works Program, including short and long-term planning.
- Budgeting, reporting, and facilitating approvals for project budgets, scope, and variations.
- Identifying and managing resource requirements and risks throughout the project lifecycle.
- Ensuring efficient project delivery within allocated budgets and timelines.

Project Managers

- Conducting project scoping, cost estimation, and design coordination.
- Managing procurement processes, including tender evaluations and contract administration.
- Providing construction project management and overseeing project handovers.
- Coordinating and reviewing design processes with external consultants and contractors.
- Communicating with stakeholders to ensure alignment and progress.

Planning Engineer

- Conducting planning studies and providing data-driven insights to support infrastructure planning and project prioritisation.
- Assessing project feasibility and scoping requirements based on long-term strategic goals.
- Integrating ongoing project delivery into mid to long-term infrastructure planning.
- Evaluating regulatory requirements and ensuring projects align with council's strategic and operational objectives.
- Collaborating with other departments to optimise resource allocation and achieve infrastructure sustainability.

Technical Support Officer

- Providing administrative support for project delivery tasks.
- Assisting in meeting contract inspection requirements and documentation.
- Liaising with contractors to resolve issues and ensure smooth project execution.
- Supporting funding applications and reporting for project activities.

KEY 2024/25 CAPITAL PROJECTS

Moranbah Water Treatment Plant Roof Replacement – \$1.2M

- Replacement of 5.7ML reservoir roof for structural integrity and reliability.

- 75% complete.

Nebo Water Network Augmentation – \$1M

- Infrastructure upgrades to improve supply capacity and reliability.
- Completed (Aug 2024), **\$225K savings**.

Clermont Water Treatment Plant Modernisation – \$1M

- Compliance with Drinking Water Quality Management Plan.
- Chemical dosing upgrade in tender phase, project to carry into FY 25/26.

St Lawrence Raw Water Storage and Main – \$1.8M

- Enhancing storage and distribution efficiency.
- Construction complete, commissioning done.

SCADA Upgrades (Nebo, Glenden and CORP SCADA)

- Multi-year project aligned with IRC SCADA strategy.
- In progress.

Moranbah 400ML Dam Remediation – \$2.2M

- Completed, nearly \$200K saved.

Moranbah Landfill Cell 2 – \$8M

- New landfill cell expanding waste management capacity.
- Completed, \$500K savings.

Moranbah Recycled Water Network – \$1.7M

- Multi-year project under Recycled Water Strategy.
- Sarchedon Drive irrigation, evaporator installation, community consultation.
- Consultant engaged for project management.

Carmila / St Lawrence Water Treatment Plant Upgrades – \$3.6M

- SCADA and chemical dosing system upgrades.
- Scoping complete, procurement commencing, construction next FY.

Middlemount Water Network Augmentation – \$1M

- New water main installation for improved distribution.
- Contract awarded, pending execution.

Moranbah Landfill Rectification – \$4.2M

- Rectification of landfill cell to ensure environmental compliance.
- Options analysis in progress, construction contract expected mid-2025.

Note: Total project costs are approximated and will be finalised upon project closeout for ongoing works.

REPORTING AND OVERSIGHT

The department has implemented a structured reporting framework to monitor progress, financial performance, and compliance.

- **Capital Peer Review Meetings:** Conducted regularly to review project status, challenges, and financial control.
- **Monthly Capital Reports to Standing Committee:** Provide updates on project milestones, expenditure, and delivery risks.
- **Internal Dashboard and Microsoft Project Tracking:** Allows real-time updates and monitoring.
- **Risk and Audit Reports:** Ensures identification of financial, regulatory, and operational risks.

INTERACTION WITH STAKEHOLDERS

Internal Stakeholders

- **Operations and Maintenance Teams:** Coordination for asset integration, lifecycle planning, and infrastructure handover.
- **Finance and Procurement Teams:** Ensuring budget alignment, securing funding, and managing procurement processes.
- **Governance and Risk Teams:** Compliance oversight, reporting, and regulatory adherence.
- **Community Engagement Team:** Communication with residents and businesses regarding project impacts.
- **Business Services Team:** Supporting financial reporting and process improvement.

External Stakeholders

- **Regulatory Agencies:** Ensuring compliance with legislative and environmental regulations.
- **Funding Bodies:** Securing external grants and providing financial accountability.
- **Consultants & Contractors:** Partnering for feasibility studies, design, and construction services.
- **Community and Industry Groups:** Stakeholder engagement for project alignment with community needs.

FUTURE PLANS FOR THE TEAM

The department is focused on enhancing internal capability, growing the workforce, and strengthening project delivery expertise.

- **Leadership Development:** Providing career growth pathways within project management roles.
- **Technical Officer Expansion:** Increasing technical support capacity for program maintenance and inspections.
- **Planning Engineer Role Evolution:** Greater involvement in network modelling and strategic asset planning.

- **Long-Term Workforce Planning:** Expanding project management roles to ensure future delivery needs are met.

IMPLICATIONS

In 2024/25, the Planning & Projects Department is responsible for short-term and long-term planning, investigations, and delivering 51 capital projects across the region. These initiatives are essential to ensuring reliable, sustainable, and future-proofed infrastructure that meets community needs and regulatory requirements.

2024/25 Budget:

- Operational Budget: \$544,105 (revised)
- Capital Budget: \$17.6M total
 - \$12.6M Water & Wastewater projects
 - \$5M Waste Management projects

Why This Matters?

- **Ensures the delivery of critical infrastructure projects**, addressing community needs and growth demands.
- **Supports regulatory compliance and operational reliability**, reducing risks associated with aging or inadequate infrastructure.
- **Mitigates service disruptions and delays**, preventing potential impacts on residents and businesses.
- **Without adequate resourcing, project timelines may be delayed**, leading to increased costs and inefficiencies.

A 20-minute presentation will accompany this report, showcasing the department's organisational structure, core functions and services.

CONSULTATION

- Director Water and Waste

BASIS FOR RECOMMENDATION

The Planning and Projects Department underpins the strategic and operational success of the Water and Waste Directorate by ensuring the timely delivery of high-quality infrastructure projects aligned with council objectives.

ACTION ACCOUNTABILITY

The Manager Planning and Projects is responsible for ensuring the department's objectives and functions are fulfilled, supported by the Planning and Projects team and external resources as required.

KEY MESSAGES

The Planning and Projects Department is committed to:

- **Delivering high-quality infrastructure projects** that meet the needs of the community and future-proof the region.
- **Driving efficiency, cost-effectiveness, and sustainability** in project delivery.
- **Fostering strong stakeholder relationships** and ensuring compliance with council policies and legislative requirements.
-

Report prepared by:	Report authorised by:
AMAL MEEGAHAWATTAGE	SCOTT CASEY
Manager Planning and Projects	Director Water and Waste
Date: 28 January 2025	Date: 4 February 2025

ATTACHMENTS

- Attachment 1 – Planning and Projects Presentation

REFERENCES

- Nil

PLANNING & PROJECTS DEPARTMENT

Standing Committee Presentation

February 2025

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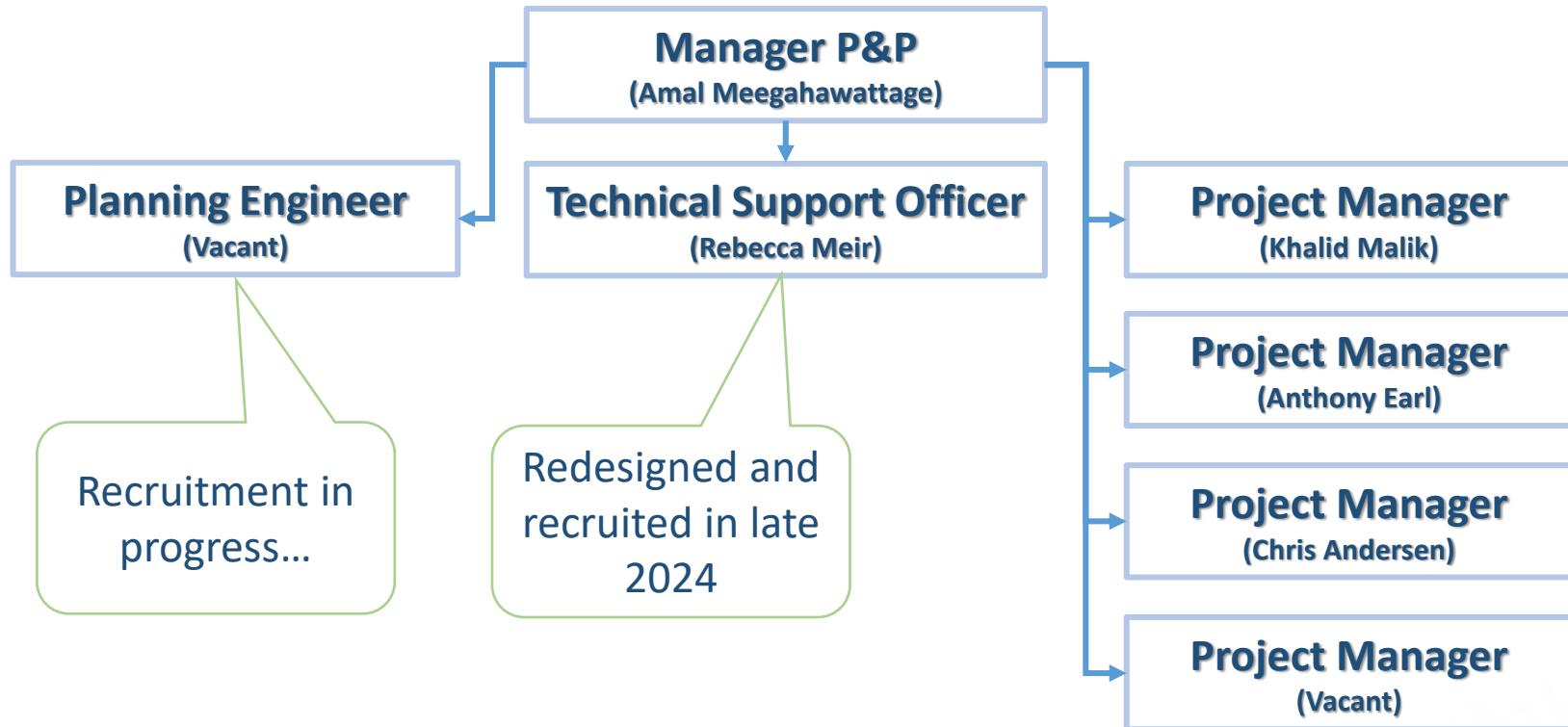
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REGION 
HELPING TO ENERGISE THE WORLD

DEPARTMENT OVERVIEW

Water & Waste Directorate → Planning & Projects Department



KEY FUNCTIONS

Our role:

Ensuring effective infrastructure planning and capital project delivery

Infrastructure Planning

-  Long-term (10–30 year) capital planning
-  Annual capital works planning
-  Regulatory & legislative compliance
-  Stakeholder engagement

Capital Project Delivery

-  Scoping, estimation and delivery
-  Budgeting, funding & resource allocation
-  Design, procurement & construction management
-  Risk management & reporting

TEAM ROLES & RESPONSIBILITIES

Manager P&P: Oversees strategic planning and manages capital program execution

Project Managers: Lead individual projects, coordinate procurement, construction, and reporting

Planning Engineer: Conducts feasibility studies, develops infrastructure plans, and ensures regulatory compliance

Technical Support Officer: Supports documentation, compliance, administration and reporting

External Consultants: Assist in design and project management by supplementing small internal project management labour force.

External Contractors: Delivery of Construction / Design & Construct projects

CAPITAL WORKS PLANNING PROCESS

Overview : Ensures investment prioritisation and aligns projects with long-term strategic planning.

Who is Involved?

Planning & Projects Team – Identifies and scopes projects

Other W&W Departments – Provide inputs and review scopes

Asset Management & Finance Teams – Assesses funding and risk

Executive Leadership & Council – Reviews and approves investment priorities

CAPITAL WORKS PLANNING PROCESS

Process & Timeline

Project Identification (Q1-Q2) – Sourced from 10-year & 30-year capital plans, asset renewal needs, and urgent works.

Prioritisation & Review (Q3-Q4) – Assessed via the Project Accountability Gateway (PAG) process.

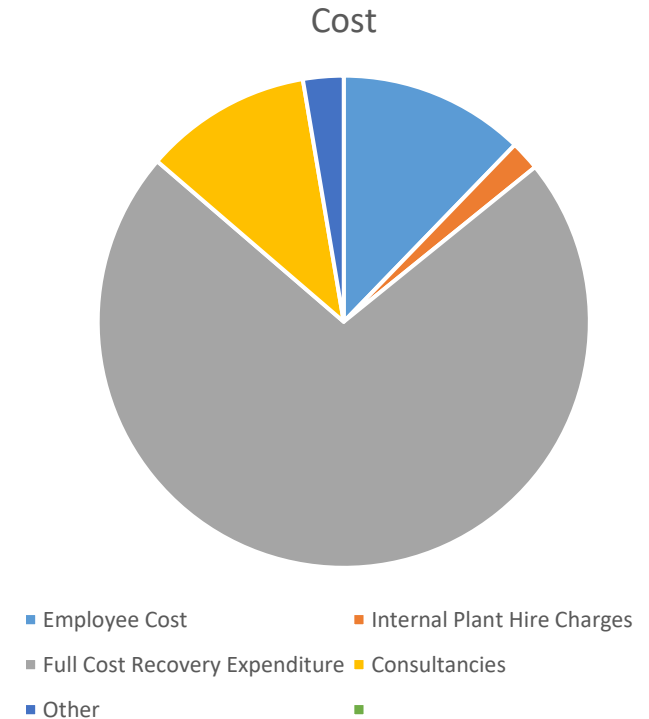
Budget Finalisation (Q4) – Council approval ensures projects align with available funding and strategic objectives.

2024/25 P&P OPERATIONAL BUDGET

Total \$544,105 (revised 24/25)

How Our Budget is Spent

Category	Cost (\$)	Cost(%)
Employee Cost	66,560	12%
Internal Plant Hire Charges	10,598	2%
Full Cost Rec. Expenditure	392,447	72%
Consultancies	60,000	11%
Other	14,500	3%
Total	544,105	100%



- *Operational cost is low as most team costs are capitalised under the capital budget*
- *95-100% of Capital Project Managers’ costs are capitalised*
- *Planning Engineer, Technical Support Officer, and Manager – capitalised based on project involvement*

2024/25 W&W CAPITAL BUDGET

\$12.6M



Water and Wastewater

\$5M

Waste



76%

**Resources
Planning & Projects**

**This funding supports
51 W&W projects across the region,
ensuring reliable infrastructure.**

KEY 2024/25 CAPITAL PROJECTS

MBH WTP Roof Replacement – \$1.2M

Goal : Ensure reliable and high-quality water supply by maintaining structural integrity of the reservoir.

Outcome: Water quality protected; storage capacity restored.



KEY 2024/25 CAPITAL PROJECTS

STL Raw Water Storage & Main – \$1.8M

Goal : Improve water quality and security for the region

Outcome: Reduces raw water variable; provides emergency storage



KEY 2024/25 CAPITAL PROJECTS

MBH Landfill Cell 2 – \$8M

Goal: Expand waste management capacity and ensure environmental compliance

Outcome: Capacity secured for 9-10 years; \$500K savings achieved



REPORTING & OVERSIGHT

How we track & report project progress:

Capital Peer Review Meetings

Ensures governance & budget control

Monthly Capital Reports to Standing Committee

Financial & project updates

Internal Dashboard & Microsoft Project Program

Progress tracking and reporting

Audit & Risk Reports

Monitoring and reporting financial and compliance risks

15.5 Percent of Budget Spent -
February (Excluding
Commitments)



14,804,649 of YTD Budget
Remaining - February (Excluding
Commitments)

34.96 Percent of Budget Spent -
February (Including Commitments)



11,395,840 of YTD Budget
Remaining - February (Including
Commitments)

INTERNAL STAKEHOLDERS

W&W Operations & Maintenance / Waste - Collaborate on planning, capital scoping, and infrastructure handover

Business Services - Ensure report compliance and assist with improvement

Finance & Budgeting - Manage budgets, grants, and cost optimisation

Procurement - Support and facilitate procurement processes

Community Engagement - Coordinate stakeholder communication and feedback

Governance & Accounts – Oversee project-related payments, record-keeping, and corporate compliance

Other Directorates – Ensure project integration and resource optimisation

EXTERNAL STAKEHOLDERS

W&W Operations & Maintenance / Waste – Collaborate on planning, capital scoping, and infrastructure handover.

Regulatory Agencies – Manage project approvals and environmental compliance

Funding Agencies – Secure funding, variations, extensions, and reporting

Consultants – Provide studies, investigations, design, and construction management

Contractors & Suppliers – Deliver infrastructure projects

WHY IS P&P NEEDED?

Impact on Council & Community Services

- P&P does not directly serve the community but enables other departments to maintain essential services.
- Infrastructure projects directly support:
 - Continuous high-quality water supply
 - Reliable wastewater management
 - Efficient waste management

Ensuring Cost-Effective & High-Quality Delivery

- Projects must be delivered on time, within budget, and to required standards.
- Investment ensures services meets Council and community expectations.

P&P Engineering and Management Resources Are Essential...

- Project management resources directly impact capital and planning delivery.
- Ensuring quality, efficiency, and timely delivery depends on maintaining optimal staffing levels.



Any Questions

MEETING DETAILS

Ordinary Meeting

Wednesday 26 February 2025

AUTHOR

Emily Kennedy

AUTHOR POSITION

Coordinator Community Development

10.1

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MINUTES – 12 DECEMBER 2024

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee (IACAC) provides guidance to Council about the implementation of arts related policies and plans, plus advice on the development and delivery of the Regional Arts Development Fund (RADF). This report requests that Council receives and notes the Minutes from the IACAC meeting held on 12 December 2024 and presents committee recommendations for consideration.

OFFICER'S RECOMMENDATION

That Council:

1. ***Receives and notes the Minutes of the Isaac Arts and Cultural Advisory Committee from its meeting held on Thursday, 12 December 2024.***
2. ***Endorse the reallocation of \$7,818.00 (exclusive of GST) uncommitted funds from allocations for Council Led Initiatives to support funding for 2024/2025 Round Two Regional Arts Development Fund grants.***
3. ***Decline the Regional Arts Development Fund 2024-2025 application from Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust for the "Workshops" project.***

Application 1	Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust
"Workshops" Project	Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust has submitted a "Grow" funding category application requesting \$8,000.00 (excluding GST) to support costs of delivering two full day acting and filmmaking workshops and two community screening red carpet events (one each in Moranbah and Middlemount) in August 2025 as part of their wider program to deliver workshops in six Isaac schools for which they are seeking funding from the Commonwealth Government.
<u>Officer Recommendation</u>	
Details	Decline \$8,000.00 (excluding GST)

4. Approves the following 13 applications for the Regional Arts Development Fund Community Grants Program Round Two 2024-2025 as follows:

Application 2 Catherine Faulkner	
“Mentorship from artist Nelida Avila” Project	St Lawrence based emerging artist Catherine Faulkner has submitted a “Develop” funding category application requesting \$2,000.00 (excluding GST) to assist her with costs for participating in a three-day mentorship program with established artist Nelida Avila at her Jubilee Pocket studio. During the mentorship program to be held in March 2025, the applicant will receive one-on-one tuition with the program including skill development sessions in painting and jewellery making.
<u>Officer Recommendation</u>	
Details	Approve \$2,000.00 (excluding GST)

Application 3 Lyn Laver-Ahmat	
“Reimagining the life of Rose Harris” Project	Established Mackay based artist Lyn Laver-Ahmat has submitted an “Inspire” funding category application requesting \$6,387.00 (excluding GST) to support her undertaking a one-week residency at the Clermont Historical Centre in March-April 2025 during which she will research the life of Rose Harris (an important figure in Clermont’s history) to create preparatory drawings and paintings for an exhibition reimagining the life of Rose.
<u>Officer Recommendation</u>	
Details	Approve \$6,387.00 (excluding GST)

Application 4 Shanda Hare	
“3-day intensive art development in studio with Lyn Olsen” Project	Glenden based emerging artist Shanda Hare has submitted a “Develop” funding category application requesting \$2,000.00 (excluding GST) to assist her with costs for participating in a three-day intensive mentorship program with established artist Lyn Olsen at her Calen studio.
<u>Officer Recommendation</u>	
Details	Approve \$2,000.00 (excluding GST)

Application 5 Clermont Men’s Shed Inc	
“Kinetic Sculpture” Project	Clermont Men’s Shed Inc has submitted a “Grow” funding category application requesting \$3,643.00 (excluding GST) to support the members of this Clermont based community group creating a barbed wire wombat sculpture made from recycled metal and other materials which will be combined with mechanisms allowing for the sculpture to have kinetic motion. The sculpture will be unveiled at the annual Wombat Festival in May and then travelled around the region making appearances at the 2025 Clermont Show and the 2025 St Lawrence Wetlands Weekend in June 2025.

Officer Recommendation	
Details	Approve \$3,643.00 (excluding GST)

Application 6 Rock FM trading as 4RFM Community Radio	
“Video content workshop for youth” Project	Rock FM Association Inc has submitted an “Inspire” funding category application requesting \$5,022.00 (excluding GST) to support them engaging a digital skills professional to deliver a one-day video content workshop for youth to be held in Moranbah on a date between March and August 2025.
Officer Recommendation	
Details	Approve \$5,022.00 (excluding GST)

Application 7 Koinmerburra Aboriginal Corporation	
“Linocut printmaking with Jenuarrie” Project	Koinmerburra Aboriginal Corporation has submitted an “Inspire” funding category application requesting \$8,000.00 (excluding GST) to support engaging Jenuarrie, acclaimed First Nations artist and Koinjmal Elder, to facilitate two 2-day linocut printmaking workshops for up to 18 participants with one workshop to be held in Clairview and one in St Lawrence between Friday 21 March 2025 and Wednesday 26 March 2025.
Officer Recommendation	
Details	Approve \$8,000.00 (excluding GST)

Application 8 Artist Connect Inc	
“Development Isaac Art Trail” Project	Artists Connect Inc has submitted an “Inspire” funding category application requesting \$8,000.00 (excluding GST) to support the development of the website and the hard copy marketing collateral for the Isaac Art Trail launching in March 2025.
Officer Recommendation	
Details	Approve \$8,000.00 (excluding GST)

Application 9 Scott Pate	
“Canberra Glassworks lampworking, glassblowing and woodworking” Project	Flaggy Rock based established artist Scott Pate has submitted a “Develop” funding category application requesting \$2,000.00 (excluding GST) to assist him with costs for attending skill development workshops at Canberra Glassworks from Tuesday 25 March to Sunday 30 March 2025.
Officer Recommendation	
Details	Approve \$2,000.00 (excluding GST)

Application 10 Suzanne Kay Scott	
“Attending the 2025 Australasian Quilt Convention” Project	Flaggy Rock based emerging textile artist Suzanne Kay Scott has submitted a “Develop” funding category application requesting \$2,000.00 (excluding GST) to assist her with costs for attending professional development activities at the 2025 Australasian Quilt Convention in Melbourne running from Thursday 10 April to Sunday 13 April 2025.
<u>Officer Recommendation</u>	
Details	Approve \$2,000.00 (excluding GST)

Application 11 Bridgette Rosalind Peady	
“Attending the 2025 Australasian Quilt Convention” Project	Carmila based emerging textile artist Bridgette Rosalind Peady has submitted a “Develop” funding category application requesting \$2,000.00 (excluding GST) to assist her with costs for attending professional development activities at the 2025 Australasian Quilt Convention in Melbourne running from Thursday 10 April to Sunday 13 April 2025.
<u>Officer Recommendation</u>	
Details	Approve \$2,000.00 (excluding GST)

Application 12 St Lawrence & District Bowls Club Inc	
“Sainty Arts” Project	St Lawrence & District Bowls Club Inc has submitted an “Inspire” funding category application requesting \$3,906.00 (excluding GST) to support engaging two artists to deliver skill development workshops in May and August 2025 as a vehicle for bringing people together from Isaac’s coastal communities to promote health and wellbeing and to combat social isolation.
<u>Officer Recommendation</u>	
Details	Approve \$3,906.00 (excluding GST)

Application 13 Sophie Pate	
“Canberra Glassworks lampworking, glassblowing and woodworking” Project	Flaggy Rock based established artist Sophie Pate has submitted a “Develop” funding category application requesting \$2,000.00 (excluding GST) to assist her with costs for attending skill development workshops at Canberra Glassworks from Tuesday 25 March to Sunday 30 March 2025.
<u>Officer Recommendation</u>	
Details	Approve \$2,000.00 (excluding GST)

Application 14		Clermont Artslink Inc	
“Leadlight and Wire Workshops” Project	Clermont Artslink Inc has submitted a “Grow” funding category application requesting \$5,860.00 (excluding GST) to support engaging two artists to deliver skill development workshops over two days in May 2025.		
<u>Officer Recommendation</u>			
Details	Approve \$5,860.00 (excluding GST)		

- 5. Advises the applicants the grant constitutes sponsorship of the event and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the RADF 2023-2024 Community Funding Program Guidelines.***
- 6. Supports the development of an Isaac Regional Council Arts and Cultural Strategic Plan to supersede the Isaac Regional Council Arts and Cultural Action Plan 2018-2022.***

BACKGROUND

The Isaac Arts and Cultural Advisory Committee (IACAC) provides a formal mechanism for Council to consult with key stakeholders, seek specialist advice and ensure community involvement in relation to the Arts and Cultural Policy and Action Plan, and the Public Art Policy and Action Plan. The IACAC also provides strategic direction and advice to Council on the development and delivery of the Regional Arts Development Fund (RADF).

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

As per the Committee’s current Terms of Reference, meeting minutes must go to Council for endorsement and where appropriate approve recommendations of the Committee. Minutes presented with this report are the IACAC Unconfirmed Minutes for Thursday 12 December 2024 for Council’s consideration and endorsement.

REGIONAL ARTS DEVELOPMENT FUND (RADF) GRANT ROUND TWO

The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and Isaac Regional Council to support local arts and culture in regional Queensland. In the 2024-2025 RADF funding year (1 July 2024 – 30 June 2025), Council is delivering RADF via a mixture of Council-led strategic initiatives and a community grants program presented via two application rounds.

Round One of the 2024-2025 RADF community grants program had an allocation of \$30,000.00 (exclusive of GST) with Round Two having an allocation of \$15,000.00 (exclusive of GST).

Round One of the 2024-2025 RADF community grants program opened on Friday 16 August 2024 and closed on Friday 6 September 2024 funding events and activities from 1 December 2024 to 30 November 2025. No applications were received.

It was determined through resolution by Council at the Ordinary Meeting of Council on 30 October 2024, **Resolution Number: 8906** that unallocated funds from RADF 2024-2025 community grants program Round One be moved to Round Two, there would be a total funding pool of \$45,000.00 (excluding GST).

Round Two of RADF 2024-25 closed on Monday 2 December 2024 with 14 applications received seeking a total of \$60,818.00 in funding with \$45,000.00 available. One application received requesting \$8,000.00 (exclusive of GST) is not being recommended for funding. It is anticipated that an additional \$7,818.00 (exclusive of GST) is required to fully fund the recommended applications.

The reallocation of funding is requested that \$5,000.00 (excluding GST) be transferred from the Council Led Initiatives allocation for the Clermont Historical Centre Open Day, which has already been completed for the 2024/2025 financial year, and has that surplus amount available. The remaining \$2,818.00 (excluding GST) is requested to be transferred from the allocation towards Council Led Initiatives – Cross Regional Collaboration. The RADF Round Two grant applications received, if approved, include a variety of cross regional collaboration projects to support creatives and community to naturally undertake this relationship building activities which aligns closely with the Goal Five of the *Arts and Cultural Action Plan 2018-2022*, “**Goal 5: CULTIVATE partnerships and resources to build capacity of the arts sector**”.

The applications have been assessed by the members of the Isaac Arts and Cultural Advisory Committee at the meeting held on Thursday 12 December 2024. The committee members assessed each application on its merit, in accordance with the four assessment criteria outlined in the Regional Arts Development Fund (RADF) 2023-2024 Community Funding Program Guidelines and considering Council’s locally identified priority areas for funding in 2024-2025.

The applications have been assessed against the Regional Arts Development Fund (RADF) 2024-2025 Community Funding Program Guidelines and the four assessment criteria of:

- Quality;
- Reach;
- Impact; and
- Viability.

The applications were also reviewed on their alignment with Council’s locally identified priority areas for funding in 2023-2024 of:

- Community resilience - Using arts and cultural initiatives as a tool for positive social impact;
- Local content/local product – Valuing our local artists, performers, creators and arts administrators;
- Place-making – Facilitating creative activation of spaces and places; and
- Lifelong learning – Supporting opportunities for growth.

BASIS FOR DECLINED APPLICATION

Although the application from Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust meets the RADF criteria and addresses three of Council’s locally identified funding priorities, “community resilience”, “local content/local product”, and “lifelong learning”, the application should be declined as:

- there is a lack of evidence of community support for the workshops proposed for August 2025;
- Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust has received significant funding from Isaac's Regional Arts Development Fund since 2020 and the project proposed for 2025 involves rolling out activities similar to previously funded projects; and
- there are insufficient funds to approve this project due to the high number of applications that were received in Round Two.

STRATEGIC PLAN

The Isaac Regional Council Arts and Cultural Action Plan 2018-2022 requires reviewing. It is proposed that the implementation of an Isaac Regional Council Arts and Cultural Strategic Plan would better suit the needs of Council's Arts and Cultural Development and provide a document that further engages community and creatives.

The Arts and Cultural Action Plan 2018-2022

The Arts and Cultural Action Plan 2018-2022's main content covers 5 goals of Arts and Cultural in the Isaac and the Objectives and Actions to achieve those goals.

Goal 1: CONNECT communities through accessible venues, programs and projects.

Goal 2: CELEBRATE people, places and stories of the region through the arts

Goal 3: CHAMPION arts and cultural leaders

Goal 4: CREATE opportunities for cultural tourism

Goal 5: CULTIVATE partnerships and resources to build capacity of the arts sector.

The Arts and Cultural Action Plan 2018-2022 currently references specific Council positions that are no longer in Council's organisational structure and does not reflect the structure of the Engaged Communities department. Pivoting to a strategic plan would reduce the need for specific positional references and reduce the risk of Council's plan becoming limited from organisational structure changes.

The Arts and Cultural Action Plan 2018-2022 has limitations as it does not offer scope for variations of Council resources and it does not boast short, medium and long term goals.

Proposed Arts and Cultural Strategic Plan

A strategic plan would outline Council's vision for the future. A strategic plan would help prioritise goals, including whether the same goals are relevant, make resourcing decisions, and rally community, creatives, employees, leaders and elected officials around a shared vision for your organisation or community. A strategic plan would officer a less prescriptive document, leaving space for the ebbs and flows of community appetite and resources, Council resources and community capacity. The proposed Arts and Cultural Strategic Plan is proposed to be delivered by a consultant, with a significant stakeholder identification and engagement included. This process would also provide a chance to promote Isaac Arts and Cultural Advisory Committee EOI to those who are identified and involved in the engagement process.

It is acknowledged that there is also a need for an Action Plan component within the proposed Strategic Plan, however it is recommended that it reflect short, medium and long term goals throughout the lifespan of the plan.

IMPLICATIONS

The Isaac Arts and Cultural Advisory Committee is compliant with Division 2 – Committees and Requirements for committee meetings as per *Local Government Regulation 2012*.

Financial

	RADF grant funding FY24/25	Council Led Initiatives FY24/25
RADF Round Two Funding Allocation	\$45,000.00	
Cross Regional Collaboration		\$2,818.00
Clermont Historical Centre Open Day		\$5,000.00
TOTAL	\$45,000.00	\$7,818.00
Proposed RADF Round Two Funding Allocation	\$ 52,818.00	

There is \$50,000.00 (excluding GST) in the 2024-2025 FY budget to undertake the Strategic Plan.

CONSULTATION

Isaac Arts and Cultural Advisory Committee Members
Manager Engaged Communities

BASIS FOR RECOMMENDATION

Consideration and adoption of Isaac Arts and Cultural Advisory Committee Minutes as per Terms of Reference and legislative requirements.

Isaac Regional Council is committed to arts and cultural development in the Isaac region.

ACTION ACCOUNTABILITY

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

KEY MESSAGES

Council is committed to transparent decision making, identifying and managing its risks and continuous improvement. Creativity through arts and culture connects and energises our people, powers our communities by improving our health and sense of wellbeing and provides opportunities for cultural tourism that feed creative industry development.

Report prepared by:
EMILY KENNEDY
Coordinator Community Development

Date: 11 February 2025

Report authorised by:
DANIEL WAGNER
**Director Planning, Environment and
Community Services**

Date: 11 February 2025

ATTACHMENTS

- Attachment 1 - IACAC Unconfirmed Minutes – 12 December 2024

REFERENCE DOCUMENT

- Isaac Arts and Cultural Advisory Committee Terms of Reference 2018
- Isaac Arts and Cultural Advisory Committee Agenda – 12 December 2024



UNCONFIRMED MINUTES

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING
OF
ISAAC REGIONAL COUNCIL

HELD ON
THURSDAY, 12 DECEMBER 2024

COMMENCING AT 9.00AM

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING

**HELD IN MORANBAH COUNCIL CHAMBERS, MORANBAH AND VIA VIDEO AND TELEPHONE
CONFERENCE CALL**

ON THURSDAY, 12 DECEMBER 2024 COMMENCING AT 09.00AM

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ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING

**HELD IN MORANBAH COUNCIL CHAMBERS, MORANBAH, AND VIA VIDEO AND TELEPHONE
CONFERENCE CALL**

ON THURSDAY, 12 DECEMBER 2024 COMMENCING AT 09.00AM

1. OPENING

The Chair declared the meeting open at 9.13am and welcomed all in attendance and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

2. ATTENDANCE

ATTENDEES

Cr Viv Coleman (Chair)
Cr Jane Pickels (Second Chair)
Emily Kennedy– Acting Manager Engaged Communities
Anne-Marie Loeskow - Arts and Cultural Programs Officer
Amanda Raymond
Tania Gillies

MINUTE TAKER

Megan Scott

3. APOLOGIES

The committee received apologies from: Cr Alaina Earl and Jasmine Pearce

Resolution No.: IACAC0085

Moved: Emily Kennedy

Seconded: Cr Coleman

That the Isaac Arts and Cultural Advisory Committee accepts the apologies received from: Cr Alaina Earl and Jasmine Pearce.

That the Isaac Arts and Cultural Advisory Committee accepts the nomination for Cr Pickles to Chair the meeting on behalf of Cr Coleman

Moved: Emily Kennedy

Seconded: Tania Gillies

Carried

4. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

Tania Gillies declared a declarable conflict of interest for report #7.6(CLERMONT MEN'S SHED INC – KINETIC SCULPTURE PROJECT) as completed grant application for the organisation

Tania Gillies declared a declarable conflict of interest for report #7.7(ROCK FM ASSOCIATION INC – VIDEO CONTENT WORKSHOP FOR YOUTH) as completed grant application for the organisation.

Amanda Raymond declared a conflict of interest for report #7.7(ROCK FM ASSOCIATION INC – VIDEO CONTENT WORKSHOP FOR YOUTH) as Amanda is the treasure for Rock FM (4RFM) Radio Station.

Anne-Marie Loeskow declared a declarable conflict of interest for report # 7.11(SUZANNE KAY SCOTT – ATTENDING 2025 AUSTRALASIAN QUILT CONVENTION) as Anne-Marie is a committee member for the Flaggy rock quilters association

Anne-Marie Loeskow declared a declarable conflict of interest for report #7.12(BRIDGETTE ROSALIND PEADY – ATTENDING 2025 AUSTRALASIAN QUILT CONVENTION) as Anne-Marie is a committee member for the Flaggy rock quilters association

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.

5. CONFIRMATION OF MINUTES

That the Committee notes the Minutes of the Isaac Arts and Cultural Advisory Committee Meeting held on 19 September 2024 have been resolved by Council at its Ordinary Meeting on 30 December 2024.

Resolution No.: IACAC0086

Moved: Tania Gillie

Seconded: Amanda Raymond

- i. That the Committee notes the Minutes of the Isaac Arts and Cultural Advisory Committee Meeting held on 19 September 2024 have been resolved by Council at its Ordinary Meeting on 30 October 2024 (Resolution # 8906).

Carried

6. BUSINESS ARISING

Isaac Arts and Cultural Strategic Plan

7. OFFICERS REPORTS

7.1 REGIONAL ARTS DEVELOPMENT FUND – REALLOCATION OF UNCOMMITTED FUNDS

EXECUTIVE SUMMARY

This report seeks Council endorsement to reallocate \$7,819.00 (exclusive of GST) of uncommitted funds from allocations for Council Led Initiatives to support funding for 2024/2025 Round Two Regional Arts Development Fund grants.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Endorse the reallocation of \$7,819.00 (exclusive of GST) uncommitted funds from allocations for Council Led Initiatives to support funding for 2024/2025 Round Two Regional Arts Development Fund grants.*

Resolution No.: IACAC0087

Moved: Tanya Gillies

Seconded: Amanda Raymond

That the Committee recommends that Council:

- 1. Endorse the reallocation of \$7,819.00 (exclusive of GST) uncommitted funds from allocations for Council Led Initiatives to support funding for 2024/2025 Round Two Regional Arts Development Fund grants.***

Carried

7.2 2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – NOOSA FILM ACADEMY PTY LTD AS TRUSTEE FOR THE HUGLIN FAMILY TRUST – WORKSHOPS

EXECUTIVE SUMMARY

This report seeks to decline the 2024-2025 Round Two Regional Arts Development Fund grant application from Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust to the amount of \$8,000.00 (excluding GST) for the “Workshops” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Decline the Regional Arts Development Fund 2024-2025 application from Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust for the “Workshops” project.***

Resolution No.: IACAC0088

Moved: Emily Kennedy

Seconded: Tania Gillies

That the Committee recommends that Council:

- 1. Decline the Regional Arts Development Fund 2024-2025 application from Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust for the “Workshops” project.***

Carried

ACTION; Arts and Cultral development officer to contact Noosa film Academy in regards to adult workshops at wombat festival, St Lawrence wetlands festival grateful for the youth exposure but would be interested to see workshops that cater to the wider community and general grant feedback.

7.3 2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – CATHERINE FAULKNER – MENTORSHIP FROM ARTIST NELIDA AVILA

EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Catherine Faulkner to the amount of \$2,000.00 (excluding GST) for “Mentorship from artist Nelida Avila” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Catherine Faulkner for the “Mentorship from artist Nelida Avila” project to the amount of \$2,000.00 (excluding GST).***

Resolution No.: IACAC0089

Moved: Tania Gillies

Seconded: Amanda Raymond

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Catherine Faulkner for the “Mentorship from artist Nelida Avila” project to the amount of \$2,000.00 (excluding GST).***

Carried

7.4 2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – LYN LAVER-AHMAT – REIMAGINING THE LIFE OF ROSE HARRIS

EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Lyn Laver-Ahmat to the amount of \$6,387.00 (excluding GST) for the “Reimagining the Life of Rose Harris” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Lyn Laver-Ahmat for the “Reimagining the Life of Rose Harris” project to the amount of \$6,387.00 (excluding GST).*

Resolution No.: IACAC0090

Moved: Emily Kennedy

Seconded: Amanda Raymond

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Lyn Laver-Ahmat for the “Reimagining the Life of Rose Harris” project to the amount of \$6,387.00 (excluding GST).*

Carried

7.5 2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – 3 DAY INTENSIVE ART DEVELOPMENT IN STUDIO WITH LYN OLSEN

EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Shanda Hare to the amount of \$2,000.00 (excluding GST) for “3 Day Intensive Art Development in Studio with Lyn Olsen” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Shanda Hare for the “3 Day Intensive Art Development In Studio With Lyn Olsen” project to the amount of \$2,000.00 (excluding GST).*

Resolution No.: IACAC0091

Moved: Amanda Raymond

Seconded: Emily Kennedy

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Shanda Hare for the “3 Day Intensive Art Development In Studio With Lyn Olsen” project to the amount of \$2,000.00 (excluding GST).*

Carried

7.6 2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – CLERMONT MEN’S SHED INC – KINETIC SCULPTURE PROJECT EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Clermont Men’s Shed Inc to the amount of \$3,643.00 (excluding GST) for the “Kinetic Sculpture Project”.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Clermont Men’s Shed Inc for the “Kinetic Sculpture Project” project to the amount of \$3,643.00 (excluding GST).*

Resolution No.: IACAC0091

Moved: Emily Kennedy

Seconded: Cr Coleman

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Clermont Men's Shed Inc for the "Kinetic Sculpture Project" project to the amount of \$3,643.00 (excluding GST).***

Carried

7.7 2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – ROCK FM ASSOCIATION INC – VIDEO CONTENT WORKSHOP FOR YOUTH

EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Rock FM Association Inc to the amount of \$5,022.00 (excluding GST) for the "Video Content Workshop For Youth" Project.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Rock FM Association Inc for the "Video Content Workshop for Youth" project to the amount of \$5,022.00 (excluding GST).***

Resolution No.: IACAC0092

Moved: Cr Coleman

Seconded: Emily Kennedy

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Rock FM Association Inc for the “Video Content Workshop for Youth” project to the amount of \$5,022.00 (excluding GST).**

Carried

ATTENDANCE

Cr Viv Coleman left the room (via Teams) at 9.38 am

7.8 2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – KOINMERBURRA ABORIGINAL CORPORATION – LINO CUT PRINTMAKING WITH JENUARRIE

EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Koinmerburra Aboriginal Corporation to the amount of \$8,000.00 (excluding GST) for the “Linocut printmaking with Jenuarrie” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Koinmerburra Aboriginal Corporation for the “Linocut printmaking with Jenuarrie” project to the amount of \$8,000.00 (excluding GST).***

Resolution No.: IACAC0093

Moved :Amanda Raymond

Seconded: Tania Gillies

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Koinmerburra Aboriginal Corporation for the “Linocut printmaking with Jenuarrie” project to the amount of \$8,000.00 (excluding GST).***

Carried

7.9 2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – ARTISTS CONNECT INC – DEVELOPMENT ISAAC ART TRAIL

EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Artists Connect Inc to the amount of \$8,000.00 (excluding GST) for the “Development Isaac Art Trail” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Artists Connect Inc for the “Development Isaac Art Trail” project to the amount of \$8,000.00 (excluding GST).***

Resolution No.: IACAC0094

Moved: Tania Gilies

Seconded: Emily Kennedy

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Artists Connect Inc for the “Development Isaac Art Trail” project to the amount of \$8,000.00 (excluding GST).***

Carried

7.10 2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – SCOTT PATE – CANBERRA GLASSWORKS LAMPWORKING, GLASSBLOWING AND WOODWORKING

EXECUTIVE SUMMARY

UNCONFIRMED MINUTES

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Scott Pate to the amount of \$2,000.00 (excluding GST) for the “Canberra Glassworks lampworking, glassblowing and woodworking” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Scott Pate for the “Canberra Glassworks lampworking, glassblowing and woodworking” project to the amount of \$2,000.00 (excluding GST).*

Resolution No.: IACAC0095

Moved: Amanda Raymond

Seconded: Emily Kennedy

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Scott Pate for the “Canberra Glassworks lampworking, glassblowing and woodworking” project to the amount of \$2,000.00 (excluding GST)..*

Carried

7.11

**2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT
FUND GRANT APPLICATION – SUZANNE KAY SCOTT –
ATTENDING 2025 AUSTRALASIAN QUILT CONVENTION
EXECUTIVE SUMMARY**

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Suzanne Kay Scott to the amount of \$2,000.00 (excluding GST) for “Attending 2025 Australasian Quilt Convention” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

1. *Approve the funding of the Regional Arts Development Fund 2024-2025 application from Suzanne Kay Scott for “Attending the 2025 Australasian Quilt Convention” project to the amount of \$2,000.00 (excluding GST).*

Resolution No.: IACAC0096

Moved: Amanda Raymond

Seconded: Tania Gillies

That the Committee recommends that Council:

1. *Approve the funding of the Regional Arts Development Fund 2024-2025 application from Suzanne Kay Scott for “Attending the 2025 Australasian Quilt Convention” project to the amount of \$2,000.00 (excluding GST).*

Carried

7.12

**2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT
FUND GRANT APPLICATION – BRIDGETTE ROSALIND PEADY
– ATTENDING 2025 AUSTRALASIAN QUILT CONVENTION**

EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Bridgette Rosalind Peady to the amount of \$2,000.00 (excluding GST) for “Attending 2025 Australasian Quilt Convention” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

1. *Approve the funding of the Regional Arts Development Fund 2024-2025 application from Bridgette Rosalind Peady for “Attending the 2025 Australasian Quilt Convention” project to the amount of \$2,000.00 (excluding GST).*

Resolution No.: IACAC0097

Moved: Amanda Raymond

Seconded: Tania Gillies

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Bridgette Rosalind Peady for “Attending the 2025 Australasian Quilt Convention” project to the amount of \$2,000.00 (excluding GST).***

Carried

7.13

2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT FUND GRANT APPLICATION – CLERMONT ARTSLINK INC – LEADLIGHT AND WIRE WORKSHOPS

EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Clermont Artslink Inc to the amount of \$5,860.00 (excluding GST) for the “Leadlight and Wire Workshops” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Clermont Artslink Inc for the “Leadlight and Wire Workshops” project to the amount of \$5,860.00 (excluding GST).***

Resolution No.: IACAC0098

Moved: Amanda Kennedy

Seconded: Amanda Raymond

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Clermont Artslink Inc for the “Leadlight and Wire Workshops” project to the amount of \$5,860.00 (excluding GST).***

Carried

7.14

**2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT
FUND GRANT APPLICATION – ST LAWRENCE & DISTRICT
BOWLS CLUB INC – SAINTY ARTS**

EXECUTIVE SUMMARY

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from St Lawrence & District Bowls Club Inc to the amount of \$3,906.00 (excluding GST) for the “Sainty Arts” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from St Lawrence & District Bowls Club Inc for the “Sainty Arts” project to the amount of \$3,906.00 (excluding GST).*

Resolution No.: IACAC0099

Moved: Tania Gillies

Seconded: Amanda Raymond

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from St Lawrence & District Bowls Club Inc for the “Sainty Arts” project to the amount of \$3,906.00 (excluding GST).*

Carried

7.15

**2024-2025 ROUND TWO REGIONAL ARTS DEVELOPMENT
FUND GRANT APPLICATION – SOPHIE PATE – CANBERRA
GLASSWORKS LAMPWORKING, GLASSBLOWING AND
WOODWORKING**

EXECUTIVE SUMMARY

UNCONFIRMED MINUTES

This report seeks approval to fund the 2024-2025 Round Two Regional Arts Development Fund grant application from Sophie Pate to the amount of \$2,000.00 (excluding GST) for the “Canberra Glassworks lampworking, glassblowing and woodworking” project.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Sophie Pate for the “Canberra Glassworks lampworking, glassblowing and woodworking” project to the amount of \$2,000.00 (excluding GST).***

Resolution No.: IACAC0100

Moved: Tania Gillies

Seconded: Amanda Raymond

That the Committee recommends that Council:

- 1. Approve the funding of the Regional Arts Development Fund 2024-2025 application from Sophie Pate for the “Canberra Glassworks lampworking, glassblowing and woodworking” project to the amount of \$2,000.00 (excluding GST).***

Carried

7.16

**ISAAC REGIONAL COUNCIL ARTS AND CULTURAL ACTION
PLAN 2018-2022 RENEWAL DIRECTION**

EXECUTIVE SUMMARY

This report seeks Council support in the development of an Isaac Regional Council Arts and Cultural Strategic Plan to supersede the *Isaac Regional Council Arts and Cultural Action Plan 2018-2022*.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Supports the development of an Isaac Regional Council Arts and Cultural Strategic Plan to supersede the Isaac Regional Council Arts and Cultural Action Plan 2018-2022.***

Resolution No.: IACAC0101

Moved: Tania Gillies

Seconded: Emily Kennedy

That the Committee recommends that Council:

- 1. Supports the development of an Isaac Regional Council Arts and Cultural Strategic Plan to supersede the Isaac Regional Council Arts and Cultural Action Plan 2018-2022.***

Carried

8. GENERAL BUSINESS

Action:

Arts and Cultural Programs Officer to engage with Acting Manager of Engaged Communities to review and streamline the grant application process and reporting whilst still maintain the integrity of the 3 classifications

8.1 PROPOSED ARTS AND CULTURAL STRATEGIC PLAN

Action Proposed tender for Arts and Cultural Strategic Plan. Previous plan has expired and is due for renewal. The budget has been set and we will go for out for tender mid-2025. Community and Committee feedback will be gathered within the strategic plan and presented before undertaking of the final plan.

Arts and cultural strategic plan would outline Council's vision for the future. A strategic plan would help prioritise goals, including whether the same goals are relevant, make resourcing decisions, and rally community, creatives, employees, leaders and elected officials around a shared vision for your organisation or community. A strategic plan would officer a less prescriptive document, leaving space for the ebbs and flows of community appetite and resources, Council resources and community capacity. The proposed Arts and Cultural Strategic Plan is proposed to be delivered by a consultant, with a significant stakeholder identification and engagement included. This process would also provide a chance to promote Isaac Arts and Cultural Advisory Committee EOI to those who are identified and involved in the engagement process. It is acknowledged that there is also a need for an Action Plan component within the proposed Strategic Plan, however it is recommended that it reflect short, medium and long term goals throughout the lifespan of the plan.

Neighbouring Local Government Areas including Mackay Regional Council and Central Highlands Regional Council currently operate until arts and culture strategic plans which have been attached to this report.

9. CONCLUSION

There being no further business, the Chair declared the meeting closed at 10.38am.

.....
CHAIR

..... / /
DATE

MEETING DETAILS	Ordinary Meeting Wednesday 26 February 2025
AUTHOR	Ken Tucker
AUTHOR POSITION	Manager Community Manager

10.2

REQUEST FOR RE-ALLOCATION OF BUDGET FOR PLANT ROOM WORKS ON COUNCIL ASSETS – GREG CRUIKSHANK AQUATIC CENTRE PLANT ROOM RENEWAL

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement to utilise a portion of underspent capital budget from other Planning, Environment and Community Services Capital projects – 2024/2025 budget to provide an additional \$153,308.11 budget to the Greg Cruickshank Aquatic Centre (GCAC) Plant Room, this is due to increased industry costs and availability of contractors to undertake the works.

OFFICER'S RECOMMENDATION

That Council:

1. ***Endorses the transfer of underspent capital funding within Planning, Environment and Community Services to supplement the cost of replacement of the Moranbah - CW253323 - GCAC Plant Room Rectification Project, as follows:***
 - a. ***Transfers \$44,133 from the CW243166 - Flaggy Rock Septic Partial Replacement, 2023/2024 budget to Moranbah - CW253323 - GCAC Plant Room Rectification Project.***
 - b. ***Transfer \$35,000 from CW253328 - Dysart Kindergarten Structural Repairs to Moranbah - CW253323 - GCAC Plant Room Rectification Project.***
 - c. ***Transfer \$34,164 from CW253317 - CORP Town Christmas Trees to Moranbah - CW253323 - GCAC Plant Room Rectification Project.***
 - d. ***Transfer \$40,083 from CW253324 - CORP Pool Emergent Renewal to Moranbah - CW253323 - GCAC Plant Room Rectification project.***
2. ***Increases the approved budget of \$195,000 to \$348,308 ex GST to complete Moranbah - CW253323 - GCAC Plant Room Rectification Project.***

BACKGROUND

The Isaac Regional Council Greg Cruickshank Aquatic Centre plant room is part of the 2024/2025 Capital Budget Program with approved budget of \$195,000. The plant room is 14 years old and has significant structural corrosion, making the structure unsafe under Wind Region A of up to 162 km/h.

The plant room ventilation design was inadequate for the heat reduction levels, over time this has resulted in degradation of high-cost distribution boards and critical plant. The original plant room design was based on domestic building standard, the plant room plumbing and electrical installation is not compliant to current standards.

The procurement process attracted 4 tenders, 2 were non-compliant with the specification requirements. The preferred tenderer was selected due to their previous experience, capability and project management. The tender price of \$348,308.11 (excluding GST) exceeded the estimated budget by \$153,308.11 (excluding GST) for the critical replacement of the existing structure. The higher than expected tender price was due to limited contractor availability and increased construction costs within the region.

IMPLICATIONS

Capital transfer:

Transfer of underspent of capital funds enables replacement of the plant room and ensures compliant with regulatory standards without compromising other capital projects.

Operational Impact:

Without replacement of the plant room there could be disruption to the operation of the Greg Cruikshank Aquatic Centre.

Safety Impact:

Due to the corrosion to the structure, there is a potential safety risk in high windstorm conditions which could result in damage and higher capital, reduced income and public liability due to flying debris.

CONSULTATION

Internal

- Director Planning, Environment and Community Services
- Manager Community Facilities
- Manager Budgets and Statutory Reporting
- Manager Contracts and Procurement

External

- Hahnlec Electrical.

BASIS FOR RECOMMENDATION

The pump room requires replacement due to significant safety and public liability risk. The transfer of capital funding from identified underspent projects within PECS will enable funding CW253324 - CORP Pool Emergent Renewal to Moranbah - CW253323 - GCAC Plant Room Rectification project.

Procurement Decision: Upon reviewing the compliant tenders, Oaka Construction has been selected as the preferred contractor, based on their submission demonstrating relevant capabilities and capacity. This decision comes after careful consideration of Council's previous experience with the lower priced tenderer, which had demonstrated non-compliance with Australian Standards. These past issues resulted in additional time and costs to ensure the works met the necessary standards.

Considerations:

Quality and Compliance: The previous performance of the lower tenderer has raised concerns regarding their capability to deliver work that complies with the required Australian Standards. This has resulted in additional time delays and cost implications in past projects, ultimately impacting the overall project timeline and budget.

Time Sensitivity: The project is highly time-sensitive, with significant implications for both the aquatic centre and the broader Moranbah community. It is essential that the works are completed efficiently with minimal disruption.

Risk Mitigation: Given the critical need for compliance and the necessity to avoid further project delays and cost overruns, selecting Oaka Construction — despite their higher bid — will mitigate risks associated with non-compliance and reduce potential delays, ensuring that the project runs smoothly.

ACTION ACCOUNTABILITY

Manager Community Facilities to progress the procurement process to engage the preferred tenderer and undertake the works as a priority.

KEY MESSAGES

Council is committed to transparent decision making.

Council is committed to supporting the Moranbah Greg Cruikshank Aquatic Centre for the benefit of the Moranbah Community.

Council is taking a considered and logical approach to the replacement of degraded assets to meet industry standards.

Report prepared by:	Report authorised by:
KEN TUCKER Manager Community Facilities	DANIEL WAGNER Director Planning Environment and Community Services
Date: 13 February 2025	Date: 13 February 2025

ATTACHMENTS

- Attachment 1 - Map of Greg Cruickshank Aquatic Centre Plant Room

REFERENCE

- Nil

ATTACHMENT – GREG CRUICKSHANK AQUATIC CENTRE

PLANT ROOM / SHED



PLANNING ENVIRONMENT AND COMMUNITY SERVICES

MEETING DETAILS

Ordinary Meeting
Wednesday 26 February 2025

AUTHOR

Michael St Clair

AUTHOR POSITION

Manager Liveability and Sustainability

10.3

MCU23/0008 DEVELOPMENT APPLICATION FOR A DEVELOPMENT PERMIT FOR A MATERIAL CHANGE OF USE - EXTENSION TO NON-RESIDENT WORKER ACCOMMODATION (20 ADDITIONAL ROOMS) LOCATED AT 28A & 32-34 ACACIA STREET, MORANBAH, DESCRIBED AS LOT 1 ON CP890074 AND LOT 48 ON GV814693

EXECUTIVE SUMMARY

On 9 June 2023, Council received a development application from Sirrom Corporation (Aust.) Pty Ltd c/- Adams + Sparkes Town Planning for a Development Permit for a Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms) located at 28A and 32-34 Acacia Street, Moranbah, described as Lot 1 on CP860074 and Lot 48 on GV814693. It is recommended that the development application be approved subject to conditions.

OFFICER'S RECOMMENDATION

That Council:

- Approves the development application for MCU23/0008 from Sirrom Corporation (Aust.) Pty Ltd c/- Adams + Sparkes Town Planning for a Development Permit for a Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms) located at 28A and 32-34 Acacia Street, Moranbah, described as Lot 1 on CP860074 and Lot 48 on GV814693, subject to the following conditions of approval:***

NO.	CONDITION	TIMING
GENERAL CONDITIONS		
1	<i>Carry out the approved development generally in accordance with the approved drawings and documents.</i>	<i>At all times unless otherwise stated</i>
2	<i>Maintain the approved development generally in accordance with the approved drawings and documents and any relevant Council engineering or other approval required by the conditions.</i>	<i>To be maintained</i>
3	<i>Where there is any conflict between the conditions of this Decision Notice and details shown on the Approved Drawings, the conditions prevail.</i>	<i>At all times</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION	TIMING
4	<i>The applicant must meet the full cost of all works and any other requirements associated with this development, unless specified in a particular condition.</i>	<i>At all times</i>
5	<i>The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may have occurred during any works undertaken as part of the development. Any damage that is deemed to create a hazard to the community must be repaired immediately.</i>	<i>At all times</i>
6	<i>The applicant must demonstrate to Council compliance with the conditions of the approval prior to commencement of the changed use.</i>	<i>Prior to commencement of use</i>

APPROVED DRAWINGS AND DOCUMENTS

7	<p><i>Except where amended by the conditions of this Decision Notice, the development is to be carried out, generally in accordance with the following approved drawings and/or documents:</i></p> <table border="1"> <thead> <tr> <th>Plan No.</th> <th>Rev</th> <th>Plan Name</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>S24-025-P01</td> <td>-</td> <td><i>Preliminary Services Plan, prepared by Westera Partners</i></td> <td><i>April 2024</i></td> </tr> <tr> <td>S24-025-PE01</td> <td>-</td> <td><i>Preliminary Earthworks Plan, prepared by Westera Partners</i></td> <td><i>April 2024</i></td> </tr> <tr> <td>S24-025-ESC01</td> <td>-</td> <td><i>Erosion and Sediment Control Plan, prepared by Westera Partners</i></td> <td><i>April 2024</i></td> </tr> <tr> <td>S24-025-ESC02</td> <td>-</td> <td><i>Erosion and Sediment Control Details, prepared by Westera Partners</i></td> <td><i>April 2024</i></td> </tr> <tr> <td>S24-025-ESC03</td> <td>-</td> <td><i>Erosion and Sediment Control Notes, prepared by Westera Partners</i></td> <td><i>April 2024</i></td> </tr> <tr> <td>22-106-SK-02-D</td> <td>D</td> <td><i>Existing Site Plan, prepared by Andre Melville Building Design</i></td> <td><i>26/01/2023</i></td> </tr> <tr> <td>22-106-SK-03-F</td> <td>F</td> <td><i>Proposed New Master Plan, prepared by Andre Melville Building Design</i></td> <td><i>20/11/2024</i></td> </tr> <tr> <td>22-106-SK-04-D</td> <td>D</td> <td><i>Stage 1 Floor Plan, prepared by Andre Melville Building Design</i></td> <td><i>20/11/2024</i></td> </tr> </tbody> </table>	Plan No.	Rev	Plan Name	Date	S24-025-P01	-	<i>Preliminary Services Plan, prepared by Westera Partners</i>	<i>April 2024</i>	S24-025-PE01	-	<i>Preliminary Earthworks Plan, prepared by Westera Partners</i>	<i>April 2024</i>	S24-025-ESC01	-	<i>Erosion and Sediment Control Plan, prepared by Westera Partners</i>	<i>April 2024</i>	S24-025-ESC02	-	<i>Erosion and Sediment Control Details, prepared by Westera Partners</i>	<i>April 2024</i>	S24-025-ESC03	-	<i>Erosion and Sediment Control Notes, prepared by Westera Partners</i>	<i>April 2024</i>	22-106-SK-02-D	D	<i>Existing Site Plan, prepared by Andre Melville Building Design</i>	<i>26/01/2023</i>	22-106-SK-03-F	F	<i>Proposed New Master Plan, prepared by Andre Melville Building Design</i>	<i>20/11/2024</i>	22-106-SK-04-D	D	<i>Stage 1 Floor Plan, prepared by Andre Melville Building Design</i>	<i>20/11/2024</i>	<i>At all times</i>
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PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION				TIMING
	22-106-SK-05-A	A	Street Scape, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-06-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-07-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-08-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-09-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-10-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-11-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-12-A	A	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-13-A	A	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-14-A	A	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-20-B	B	2 Story Accommodation Ground Flor Plan, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-21-B	B	2 Story 8 Moduel Accommodation First Flor Plan, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-22-B	B	2 Story 8 Moduel Accommodation Elevations, prepared by	18/04/2024	

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION			TIMING
			<i>Andre Melville Building Design</i>	
	<i>22-106-SK-23-B</i>	<i>B</i>	<i>2 Story 8 Moduel Accommodation Elevations, prepared by Andre Melville Building Design</i>	<i>18/04/2024</i>
	<i>22-106-SK-30-B</i>	<i>B</i>	<i>2 Story 4 Module Accommodation Ground Flor Plan, prepared by Andre Melville Building Design</i>	<i>18/04/2024</i>
	<i>22-106-SK-31-B</i>	<i>B</i>	<i>2 Story 4 Moduel Accommodation First Flor Plan, prepared by Andre Melville Building Design</i>	<i>18/04/2024</i>
	<i>22-106-SK-32-B</i>	<i>B</i>	<i>2 Story 4 Moduel Accommodation Elevations, prepared by Andre Melville Building Design</i>	<i>18/04/2024</i>
	<i>22-106-SK-33-B</i>	<i>B</i>	<i>2 Story 4 Moduel Accommodation Elevations, prepared by Andre Melville Building Design</i>	<i>18/04/2024</i>
	<i>22-106-SK-40-A</i>	<i>A</i>	<i>4 Bed Accommodation Buildings Typical Plans and Elevations, prepared by Andre Melville Building Design</i>	<i>24/04/2023</i>
	<i>22-106-SK-50-A</i>	<i>A</i>	<i>Kitchen Dining Building Floor Plan, prepared by Andre Melville Building Design</i>	<i>25/04/2023</i>
	<i>22-106-SK-51-A</i>	<i>A</i>	<i>Kitchen Dining Building Elevations, prepared by Andre Melville Building Design</i>	<i>25/04/2023</i>
	<i>22-106-SK-60-A</i>	<i>A</i>	<i>Laundry Building Floor Plan And Elevations,</i>	<i>25/04/2023</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION			TIMING
			<i>prepared by Andre Melville Building Design</i>	
	22-106-SK-70-A	A	<i>Store/ MRP Building Floor Plan and Elevations, prepared by Andre Melville Building Design</i>	25/04/2023
	LD1	C	<i>Drawing Schedule, Specifications, prepared by Bird Landscape Design</i>	1/12/2024
	LD2	C	<i>Finishes and Planting Schedules, prepared by Bird Landscape Design</i>	1/12/2024
	LD3	C	<i>Details, prepared by Bird Landscape Design</i>	1/12/2024
	LP1	C	<i>Planting Plan, prepared by Bird Landscape Design</i>	1/12/2024
		A	<i>Outstanding matters response prepared by Pekol Traffic and Transport</i>	26 November 2024
8	<i>A legible copy of the Approved drawings and documents bearing "Council Approval" and the Conditions of this Decision Notice are to be available on site at all times during construction.</i>			<i>During construction</i>
BUILDING WORK				
9	<i>Complete all building work associated with this development approval, including work required by any of the Conditions of this Decision Notice; generally in accordance with the approved drawing(s), and/or documents. Where Building Work is Assessable Development, works are to be carried out in accordance with a current Development Permit.</i>			<i>Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first and then to be maintained</i>
10	<i>External details of the building, facade treatment and external materials, colours and finishes are to be generally in accordance with the approved drawings.</i>			<i>Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first, and</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION	TIMING
		<i>then to be maintained</i>
11	<i>Demolish or relocate all buildings/structures on the site in accordance with the approved drawings. This includes the removal of all existing concrete slabs, foundations and footings and the disconnection of services, where necessary in accordance with a valid approval from the service provider or a Building work approval.</i>	<i>Prior to commencement of use</i>
AMALGAMATION		
12	<i>Amalgamate Lot 1 on CP860074 and Lot 48 on GV814693 into one allotment. The Plan of Subdivision providing for the amalgamation must be registered with Titles Queensland prior to the commencement of the accommodation use.</i>	<i>Prior to commencement of use</i>
APPROVED USE		
13	<i>The approved use is for 20 additional non-resident worker accommodation rooms catering for a maximum of 20 non-resident workers. The total approved rooms over the site is 72 rooms for a maximum of 72 non-resident workers.</i>	<i>At all times</i>
OPERATIONAL WORK		
14	<i>Complete all Operational Work associated with this development approval, including work required by any of the Conditions of this Decision Notice generally in accordance with the approved drawings and/or documents.</i>	<i>Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first and then to be maintained</i>
COMMENCING USE		
15	<i>The Applicant is required to submit formal written notification to Council confirming the date of commencement of the use, within 10 business days the day after the use commences.</i>	<i>As indicated</i>
CAR PARKING AND ACCESS		
16	<i>Submit to Council for endorsement, detailed engineering plans for all car parking and access works certified by a Registered Professional Engineer of Queensland (RPEQ). The plans are to be generally in accordance with the approved plans and the Capricorn Municipal Development Guidelines (CMDG).</i>	<i>Prior to any on-site car parking or access works commencing.</i>
17	<i>Design, construct and maintain all car parking and access works generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, AS2890.1: 2004 Parking facilities – Off-street car parking, and Manual of Uniform Traffic Control Devices (Queensland) and must:</i> a. <i>Provide a minimum of 54 car parking spaces and 5 motorcycle spaces;</i>	<i>At all times</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION	TIMING
	<p>b. <i>Be designed and constructed in accordance with AS2890 Parking facilities – Off-street car parking and the relevant Council Planning Scheme Codes and Development Works Planning Scheme Policy;</i></p> <p>c. <i>Provide parking spaces for people with a disability in accordance with the Building Code of Australia and AS2890.6 Off-street parking for people with disabilities;</i></p> <p>d. <i>Provide on-site loading, unloading and manoeuvring for all necessary service vehicles including:</i></p> <p>e. <i>Allow all design vehicles to enter and exit the site in a forward gear;</i></p> <p>f. <i>Be constructed and sealed with concrete or bitumen;</i></p>	
18	<i>Design, construct and maintain the vehicular access, as per the Approved Drawings and documents and in accordance with the Capricorn Municipal Development Guidelines, Australian Standard AS2890 “Parking facilities”.</i>	<i>Prior to commencement of use/prior to operational work approval, whichever is applicable</i>
19	<i>Remove all disused or redundant vehicular crossings on the frontage of the site and reinstate kerb and channel, road pavement, footways and footpaths in accordance with the Development works Planning Scheme Policy.</i>	<i>Prior to commencement of use</i>
20	<i>Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the vehicle access / driveway/s has been designed and constructed in accordance with the conditions of this Decision Notice or any other relevant approval issued by the Assessment Manager.</i>	<i>Prior to commencement of use</i>
AMENITY		
GENERAL AMENITY		
21	<i>The approved use must not create environmental nuisance or impact on the amenity of the neighbourhood as a result of noise, vibration, air, odour, water, waste of other emissions. Note: The operation must comply with the requirement not to cause Environmental Nuisance or Environmental Harm as per the Environmental Protection Act 1994.</i>	<i>At all times</i>
22	<i>Any storage of flammable and/or combustible liquids must comply with the minor storage provisions of Australian Standard AS1940 - The Storage and Handling of Flammable and Combustible Liquids.</i>	<i>At all times</i>
NOISE		
23	<i>To protect the noise amenity of nearby residential areas the development is to ensure noise emanating from the site does not exceed criteria set out in the Environmental Protection (Noise) Policy 2008 as amended.</i>	<i>At all times</i>
24	<i>An acoustic fence must be constructed on the site for noise attenuation. The fence must be constructed in accordance with the following:</i>	<i>Prior to commencement of use</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION	TIMING
	<p>a. <i>the barrier must be positioned entirely within private property extend along the full extent of the northern, eastern and southern boundaries.</i></p> <p>b. <i>the barrier must be erected to 1.8m high, measured from the finished ground level of the site</i></p>	
LIGHTING		
25	<i>Light emanating from any source complies with Australian Standard AS4282 Control of the Obtrusive Effects of Outdoor Lighting or current version.</i>	<i>Prior to commencement of use and to be maintained at all times</i>
26	<i>Outdoor lighting is provided in accordance with Australian Standard AS 1158.1.1 – Road Lighting – Vehicular Traffic Category V) Lighting – Performance and Installation Design Requirements or current version</i>	<i>Prior to commencement of use and to be maintained at all times</i>
PLANT AND SERVICES		
27	<i>Install and maintain suitable screening to all air conditioning, lift motor rooms, plant and service facilities or similar equipment located on the rooftop or to an external face of the building. The screening structures must be constructed from materials that are consistent with materials used elsewhere on the building facade or as an architectural feature that is visually consistent with the roof profile of the building.</i>	<i>Prior to commencement of use</i>
ENGINEERING		
CONSTRUCTION MANAGEMENT		
28	<p><i>Do not undertake construction in a way that makes audible noise:</i></p> <p>a. <i>On a business day or Saturday, before 6.30 am or after 6.30 pm;</i> <i>or</i></p> <p>b. <i>On any other day, at any time.</i></p>	<i>At all times during construction</i>
29	<i>Contain all litter, building waste on the building site by the use of a skip and any other reasonable means during construction to prevent release to neighbouring properties or roads.</i>	<i>At all times during construction</i>
30	<i>Remove any spills of soil or other material from the road or gutter upon completion of each day's work, during construction. These material spills and accumulated sediment deposits must be managed in a way that minimises environmental harm and/or damage to public and private property.</i>	<i>At all times during construction</i>
EARTHWORKS		
31	<i>Carry out Excavating and Filling activities in accordance with the Capricorn Municipal Development Guidelines, AS3798-2007 Guidelines on earthworks for residential and commercial developments and the Approved Drawings.</i>	<i>At all times</i>
32	<i>Ensure the excavating or filling does not concentrate or divert stormwater onto adjoining land to a degree which is worse than that which existed prior to the works.</i>	<i>At all times</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION	TIMING
33	<i>Ensure the excavation or filling does not result in the ponding or permanent retention of surface water either on the site or on adjoining land.</i>	<i>At all times</i>
34	<i>Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the Earthworks have been designed and constructed generally in accordance with the Approved Drawings, the conditions of this Decision Notice and any other relevant approval issued by the Assessment Manager.</i>	<i>Prior to commencement of use</i>
EROSION AND SEDIMENT CONTROL		
35	<i>Submit to Council for endorsement, an Erosion and Sediment Control Plan. The Erosion and Sediment Control Plan must be prepared and implemented in accordance with the Capricorn Municipal Development Guidelines D7 'Erosion Control and Stormwater Management'.</i>	<i>Prior to site/ operational/ building work commencing and at all times during construction</i>
36	<i>Implement and maintain the Erosion and Sediment Control Plan on-site for the duration of the operational or building works, and until all exposed soil areas are permanently stabilised (e.g. turfed, hydro-mulched, concreted, landscaped).</i>	<i>While site/ operational/ building work is occurring</i>
STORMWATER		
37	<i>Submit to Council for endorsement, a Stormwater Management Plan, including detailed engineering plans, calculations and stormwater discharge strategy demonstrating that the site stormwater can be discharged to a lawful point of discharge without causing any actionable nuisance and be certified by a Registered Professional Engineer of Queensland (RPEQ). The plan is to be in accordance with the Capricorn Municipal Development Guidelines, Queensland Urban Drainage Manual.</i>	<i>Prior to any on-site stormwater works commencing</i>
38	<i>Before commencing any works that modify the fence, written permission must be obtained from the owner(s) of the neighbouring properties. Additionally, the stormwater conditions of the adjacent properties must not be worsened as a result of the works, ensuring that the volume, flow, and concentration of stormwater directed to the adjacent property do not increase. Furthermore, any other modifications to the fence must not negatively impact the neighbouring properties in any way.</i>	<i>At all times</i>
39	<i>The lawful point of discharge for the development is the kerb and channel in Acacia Street and overland flow to the north east to the field inlet pits in the adjacent property. Discharge all minor stormwater flows that fall or pass onto the site to the lawful point of discharge without causing annoyance or nuisance to any person in accordance with the Capricorn Municipal Development Guidelines and Queensland Urban Drainage Manual.</i>	<i>Prior to commencement of building or operational work and to be maintained</i>
40	<i>Adjoining properties and roads are to be protected from ponding or nuisance from stormwater as a result of the works. Ensure the stormwater runoff from the site does not adversely impact on flooding or drainage (peak discharge and duration for all events up to the 1% AEP (Annual Exceedance Probability)) of properties that are upstream, downstream or adjacent to the site.</i>	<i>At all times</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION	TIMING
	<i>Notes: If remedial works are required that involve drainage, drawings are to be submitted and approval obtained from Council, to provide a means to rectify the site drainage.</i>	
41	<i>Design, construct and maintain all Stormwater Drainage Works for the development generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, Queensland Urban Drainage Manual.</i>	<i>Prior to the commencement of any stormwater works and at all times thereafter</i>
42	<i>Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the stormwater drainage system has been designed and constructed in accordance with the conditions of this approval and any other relevant approval issued by the Assessment Manager.</i>	<i>Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first</i>
WATER		
43	<i>Connect the development to Council's reticulated water network.</i>	<i>Prior to commencement of use and at all times thereafter</i>
44	<i>Submit to Council for endorsement, an Impact Assessment Statement prepared by a Registered Professional Engineer of Queensland (RPEQ), including a report and hydraulic modelling of the existing water supply network and the proposed development. The report is to demonstrate there is sufficient capacity to adequately service the site without adversely affecting the existing water supply network. The report should identify any servicing capacity issues and recommend any necessary network upgrades / augmentation (if required) to accommodate the development. Any external upgrade / augmentation works identified as part of the modelling are to be undertaken at the cost of the applicant.</i>	<i>Prior to site / operational / building work commencing</i>
45	<i>Submit to Council for endorsement, detailed engineering plans for all water supply and connection works certified by a Registered Professional Engineer of Queensland (RPEQ). The plans are to be generally in accordance with the approved plans and the Capricorn Municipal Development Guidelines (CMDG).</i>	<i>Prior to any on-site water supply works commencing</i>
46	<i>Any connections and alterations to Council's live water mains must be completed by Council at the applicant's expense, unless otherwise agreed to in writing by Council.</i>	<i>Prior to commencement of use</i>
47	<i>Provide a metered service, and internal infrastructure as required, to satisfy the fire fighting and water supply demands of the development.</i> <i>Note: The Applicant should engage an appropriately qualified hydraulic consultant to assess the suitability of the water supply system to cater for the proposed development, including fire fighting requirements in accordance with the Code for Development works.</i>	<i>Prior to commencement of use</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION	TIMING
48	<i>Design, construct and maintain all Water Supply Works generally in accordance with the relevant standards identified within the Planning Scheme Policy SC4.2 Development Works.</i>	<i>Prior to commencement of use and at all times thereafter</i>
49	<i>Submit As Constructed plans and provide certification from a Registered Professional Engineer Queensland (RPEQ) confirming that the on-site water supply has been provided in accordance with the Capricorn Municipal Development Guidelines and the engineering plans endorsed by council.</i>	<i>Prior to commencement of use</i>
SEWERAGE		
50	<i>The development must be connected to Council's reticulated sewerage network. The site must connect to this network via the sewer main located within the road reserve of Acacia Street in front of the southern adjacent property.</i>	<i>Prior to commencement of use and at all times thereafter</i>
51	<i>Any connections and alterations to Council's live sewer mains must be completed by Council at the applicant's expense, unless otherwise agreed to in writing by Council.</i>	<i>Prior to commencement of use</i>
52	<i>Design, construct and maintain all sewerage works generally in accordance with the relevant standards identified within the Planning Scheme Policy SC4.2 Development Works.</i>	<i>Prior to commencement of use and at all times thereafter</i>
53	<i>Remove all redundant sewer infrastructure, including but not limited to pipes and connection points.</i>	<i>Prior to commencement of use</i>
54	<i>The applicant must undertake all necessary upgrades of Council sewerage infrastructure, including but not be limited to the following:</i> <i>a. installation of the maintenance shaft in Acacia St as the receiving manhole for the development.</i> <i>A separate Works Approval is required to be obtained for this work.</i> <i>Design, construct and maintain all sewerage works generally in accordance with the relevant standards identified within the Planning Scheme Policy SC4.2 Development Works.</i>	<i>Prior to commencement of use</i>
55	<i>Submit to Council for endorsement, detailed engineering plans for all sewerage works certified by a Registered Professional Engineer of Queensland (RPEQ). The plans are to be generally in accordance with the approved plans and the Capricorn Municipal Development Guidelines (CMDG).</i>	<i>Prior to any on-site sewerage works commencing</i>
56	<i>Submit As Constructed plans and provide certification from a Registered Professional Engineer Queensland (RPEQ) confirming that the on-site water supply has been provided in accordance with the Capricorn Municipal Development Guidelines and the engineering plans endorsed by council.</i>	<i>Prior to commencement of use</i>
ROADWORKS		
57	<i>Kerb and channelling must be provided on all road frontages in accordance with the applicable Planning Scheme Codes and the Development Works Planning Scheme Policy.</i>	<i>Prior to commencement of use</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION	TIMING
58	<i>Repair any damage to existing kerb and channel, footpath or roadway (including removal of concrete slurry from footways, roads, kerb and channel and stormwater gullies and drainage lines) and reinstatement existing traffic signs and pavement markings that have been removed or damaged during any works carried out in association with the approved development.</i>	<i>Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first</i>
ELECTRICITY AND TELECOMMUNICATIONS		
59	<i>Enter into an agreement with an electricity supplier to provide necessary services to the approved development in accordance with the standards of the relevant service provider.</i>	<i>Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first</i>
SERVICES AND STRUCTURES		
60	<i>Ensure all existing and proposed utility services and connections (e.g. electricity, telecommunications, water and sewerage) are wholly located within the site or within a suitable easement to the satisfaction of Council.</i>	<i>Prior to commencement of use</i>
LANDSCAPING		
61	<i>All landscaping works must be carried out generally in accordance with approved drawings listed within this Decision Notice.</i>	<i>Prior to commencement of use and to be maintained at all times</i>
62	<i>Establish, maintain and retain all landscaping generally in accordance with the approved drawings. The landscaped areas must be subject to ongoing maintenance and replanting programme (if necessary).</i>	<i>Prior to commencement of use and to be maintained at all times</i>
STREET TREES		
63	<i>Identify, retain and protect the existing street trees unless otherwise agreed in writing with the Assessment Manager. There must be no excavation, filling or storage of materials or plant within the drip line of the street tree(s).</i>	<i>At all times</i>
WASTE MANAGEMENT		
64	<i>An impervious bin storage area (Bin Enclosure) for the storage of waste receptacles, must be provided in accordance with the following:</i> <ul style="list-style-type: none"> <i>a. designed so as to prevent the release of contaminants to the environment;</i> <i>b. sufficient to accommodate all refuse containers required by the Assessment Manager for the scale of the development;</i> <i>c. aesthetically screened from the road frontage and adjoining properties by landscaping or constructed screening;</i> 	<i>Prior to commencement of use and to be maintained at all times</i>

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

NO.	CONDITION	TIMING
	<p><i>d. a suitable hose cock (with backflow prevention) and hoses must be provided at the refuse container area, and wash down to be drained to sewer and fitted with an approved stormwater diversion valve arrangement; and</i></p> <p><i>e. must be maintained in a clean and sanitary manner at all times.</i></p>	
65	<i>Maintain and operate an adequate waste disposal service, including the maintenance of refuse bins and associated storage areas so as not to cause any environmental nuisance.</i>	At all times
66	<i>All waste must be collected by a Council approved commercial contractor within the site. Kerb side collection will not be accepted for the approved development.</i>	At all times
67	<i>Ensure that any potential food / waste sources are covered and collected so that they are not accessible to wildlife.</i>	At all times
68	<i>Store all liquid waste (e.g. oil, waste oil, paint tins, acid drums, batteries etc.) that cannot be disposed of in Council's sewerage system or an on-site industrial waste treatment system in a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage.</i>	At all times
NON-RESIDENT WORKFORCE ACCOMMODATION		
69	<i>The non-resident workers accommodation must only be used for the accommodation of non-resident workers.</i>	At all times
70	<p><i>Submit to and have approved by Council an Operational Environmental Management Plan. The Plan must include but is not limited to:</i></p> <p><i>a. House rules and codes of conduct for all staff and occupants;</i></p> <p><i>b. Litter control practices;</i></p> <p><i>c. Fire prevention practices;</i></p> <p><i>d. Complaints procedures and management contact details;</i></p> <p><i>e. Emergency procedures; and</i></p> <p><i>f. Procedures to ensure all staff and occupants be given and/or all rooms have details of facility rules summarising key information above.</i></p>	Prior to commencement of use
71	<i>Undertake the development in accordance with the endorsed Operational Environmental Management Plan.</i>	At all times

BACKGROUND

On 9 June 2023, Council received a development application from Sirrom Corporation (Aust.) Pty Ltd for a Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms) at 28A & 32-34 Acacia Street, Moranbah, described as Lot 1 on CP860074 and Lot 48 on GV814693.

The proposal seeks approval for an extension to the existing non-resident workers accommodation which contains 52 rooms, providing an additional twenty (20) single bed units, resulting in a total provision of seventy-two (72) units on the property.

The subject site is located within the Moranbah Priority Development Area in which the Moranbah Urban Development Area Development Scheme 2011 overrides the Isaac Regional Planning Scheme 2021. This Development Scheme identifies the subject site in the Residential zone within Precinct 3c where the proposed

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

use, defined as Non-Resident Worker Accommodation, is Permissible Development and that the proposed use is considered appropriate within that Precinct.

To accommodate the development some of the existing buildings including five, one storey accommodation buildings each containing four rooms and the Administration/kitchen building and will be retained in their current locations. An existing accommodation building containing four rooms will be relocated to the northwestern section of the site adjacent to the road frontage. The remaining buildings will be demolished.

The additional buildings will consist of six, two storey accommodation buildings each containing eight rooms, a new kitchen/dining room and deck area, a new laundry and a store/multi-purpose room. The development will be serviced by a new car park area located adjacent to the southern boundary that contains 54 car parking (including two accessible spaces) and 5 motorcycle parking spaces.

The proposed development has been assessed with regard to the applicable assessment benchmarks as identified within this report. The proposed development generally complies with the assessment benchmarks and does not raise significant issues that cannot be addressed by reasonable and relevant conditions. Accordingly, the Development Application is recommended for approval.

Further details are provided within Attachment 1 – Planning Assessment Report.

IMPLICATIONS

Council may incur legal costs in the event that an appeal is lodged against the approval.

CONSULTATION

Referral	Response
Internal	
Water and Sewerage Planning Engineer	No requirements.
Waste Services	No requirements.
Manager Infrastructure Planning and Technical Services	No requirements.
Manager Operations and Maintenance Water and Wastewater	No objections from a water and sewerage planning perspective. An Impact Assessment Statement has been requested to evaluate the impact of the proposed increase in dwelling units on the existing water and sewerage network, considering current capacity and projected demand. This has been conditioned to be provided by the applicant for endorsement by Council prior to construction works being undertaken.
GIS	No requirements.
Community Education and Compliance	No requirements.
External	
Norling Consulting Pty Ltd	Provided peer review of the submitted Needs Assessment and Information Request Response.
Bekker Sunner Consulting	Provided technical engineering advice to support the assessment of the development application.
PSA Consulting	Undertook assessment of the application and prepared the Planning Assessment Report for Council's consideration.

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

BASIS FOR RECOMMENDATION

The development application has demonstrated compliance with the relevant assessment benchmarks of the Moranbah Urban Development Area Development Scheme and does not impact any matters of state interest.

ACTION ACCOUNTABILITY

Director Planning, Environment and Community Services to issue a Decision Notice under delegation within five (5) business days, to reflect Council's decision.

KEY MESSAGES

The development application achieves compliance with the relevant assessment benchmarks and approval is recommended accordingly.

Report prepared by: Michael St Clair Manager Liveability and Sustainability Date: 14 February 2025	Report authorised by: DANIEL WAGNER Director Planning, Environment and Community Services Date: 19 February 2025
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ATTACHMENTS

- Attachment 1 – Planning Assessment Report

REFERENCE DOCUMENTS

- Moranbah Urban Development Area Development Scheme
- Issac Regional Planning Scheme 2021
- *Economic Development Act 2012*
- Mackay Isaac Whitsunday Regional Plan;
- State Planning Policy

**ISAAC REGIONAL COUNCIL
ASSESSMENT REPORT
APPLICATION FOR DEVELOPMENT APPROVAL**

REPORT TITLE: Development Permit for a Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms) located at 28A & 32-34 Acacia Street, Moranbah, described as Lot 1 on CP860074 and Lot 48 on GV814693.

AUTHOR: Paul Hanly – Principal Planner – PSA Consulting

APPLICATION NUMBER: MCU23/0008

CLASSIFICATION: Section 82 of the *Economic Development Act 2012*

COUNCIL DIVISION: Division 5

CORPORATE ALIGNMENT: Community and Corporate Plan – Liveability through Design and Infrastructure

DELEGATED AUTHORITY: Council Meeting of 17 November 2020, Resolution No. 6980 – Delegation No. PA19

1. APPLICATION SUMMARY

Applicant:	Sirrom Corporation (Aust.) Pty Ltd
Consultant:	C/- Adam and Sparkes Town Planning
Owner details:	Sirrom Corporation (Aust.) Pty Ltd
Proposal:	Development Permit for Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms)
Properly Made Date:	29 September 2023
Decision Due Date:	28 February 2025
Street Address:	28 & 32-34 Acacia Street, Moranbah
RP Description:	Lot 1 on CP860074 and Lot 48 on GV814693
Planning Scheme and Version	Moranbah Urban Development Area Development Scheme 2011
Level of Assessment:	Permissible Development - Notifiable
Zone	Residential (Precinct 3C)
Overlays	Nil
Number of Properly Made Submissions	Nil
State Interest Check	Economic Development Queensland (EDQ)
Internal Consultation	Manager Infrastructure Planning and Technical Services Water and Sewerage Planning Engineer Manager Operations and Maintenance Water and Wastewater Waste Services GIS Community Education and Compliance

	Becker Sunner Consulting Engineers & Norling Consulting have provided technical advice to assist officers with the assessment of this application.
Officers' recommendation	Approve with conditions

2. PROPOSAL

The purpose of this report is to assess an application for a Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms).

The subject site is located within the Moranbah Priority Development Area where the *Moranbah Urban Development Area Development Scheme 2011* overrides the Isaac Regional Planning Scheme 2021. The Moranbah Priority Development Area ceased to have effect from 14 February 2025, however as the application was lodged prior to this date its assessment continues under the provisions of the *Economic Development Act*.

The *Moranbah Urban Development Area Development Scheme 2011* defines Non-Resident Worker Accommodation as:

Means the use of premises for accommodating non-resident workers connected with the mining industry and the provision of associated infrastructure, such as railways (including mining, construction or operational camps, workers accommodation and single person's quarters), if workers stay on an ongoing basis in accordance with a work roster.

The term may include ancillary facilities such as dining facilities, kiosk, amenities and recreation facilities commensurate with the needs of the intended community. The term does not include the use of premises for accommodation for occasional or irregular visitors associated with these industries.

This Development Scheme identifies the subject site in the Residential zone within Precinct 3C where the proposed use is Permissible Development – Notifiable.

2.1 DESCRIPTION OF PROPOSED DEVELOPMENT

The applicant has applied for a Development Permit for a Material Change of Use – Extension to existing Non-resident worker accommodation. The proposed development involves an extension to the existing non-residential workers accommodation, providing an additional twenty (20) single bed units resulting in a total provision of seventy-two (72) units on the subject site.

To accommodate the development some of the existing buildings including five, one storey accommodation buildings containing four rooms and the Administration/kitchen building will be retained in their current location. An existing accommodation building containing four rooms will be relocated to the northwestern section of the site. The remaining buildings will be demolished.

The additional buildings will consist of six, two storey accommodation buildings each containing eight rooms, a new kitchen/dining room and deck area, a new laundry and a store/multi-purpose room. The development will be serviced by a new car park area located adjacent to the southern boundary that contains 54 car parking (including two accessible spaces) and 5 motorcycle parking spaces.

It is noted that the development achieves a maximum building height of 6.5 metres from the natural ground level and achieves a total site cover of 19.93%. The proposal achieves a landscape coverage of approximately 22.5%, including a three metre wide landscape buffer adjacent to the northern and eastern boundaries, a 1.6m wide landscape buffer adjacent to the southern boundary and a buffer ranging between 2.5m and 5.2m along the Acacia Street frontage of the site.

A summary of the development's key details are provided in the table below:

Development Summary	
Gross Floor Area	4,255 m ²
Height	6.5 m
Setbacks	Front Boundary – 5.2m Side Boundary (north) – 3m Side Boundary (south) – 19.2m Rear boundary – 3.5m
Site Cover	848m ² (19.93% of the site area)
Parking	54 Car parking spaces & 5 motorcycle spaces
Vehicular Access	Site car park is accessed via a single driveway crossover to Acacia Street
Staff	N/A
Hours of Operation	24 hours per day, seven days per week (including public holidays)
Servicing	RCV & MRV
Landscaping	The proposed development will be landscaped in accordance with a landscape concept plan

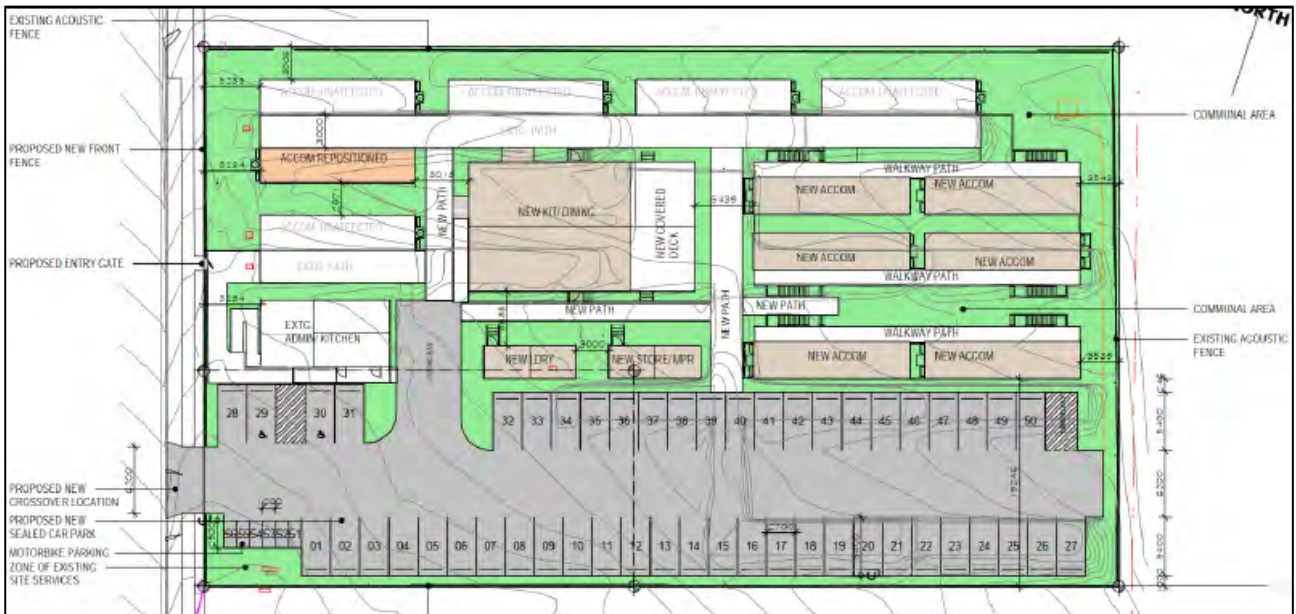


Figure 1: Proposed Site Plan (Source: Application Material)

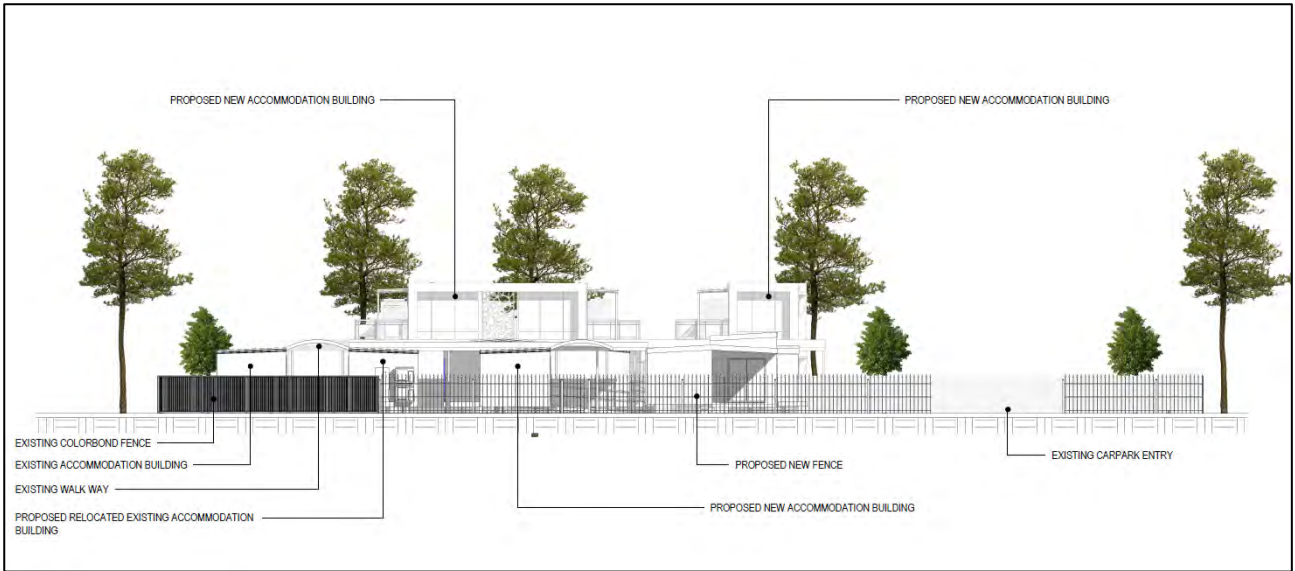


Figure 2: Acacia Street Elevation (Source: Application Material)

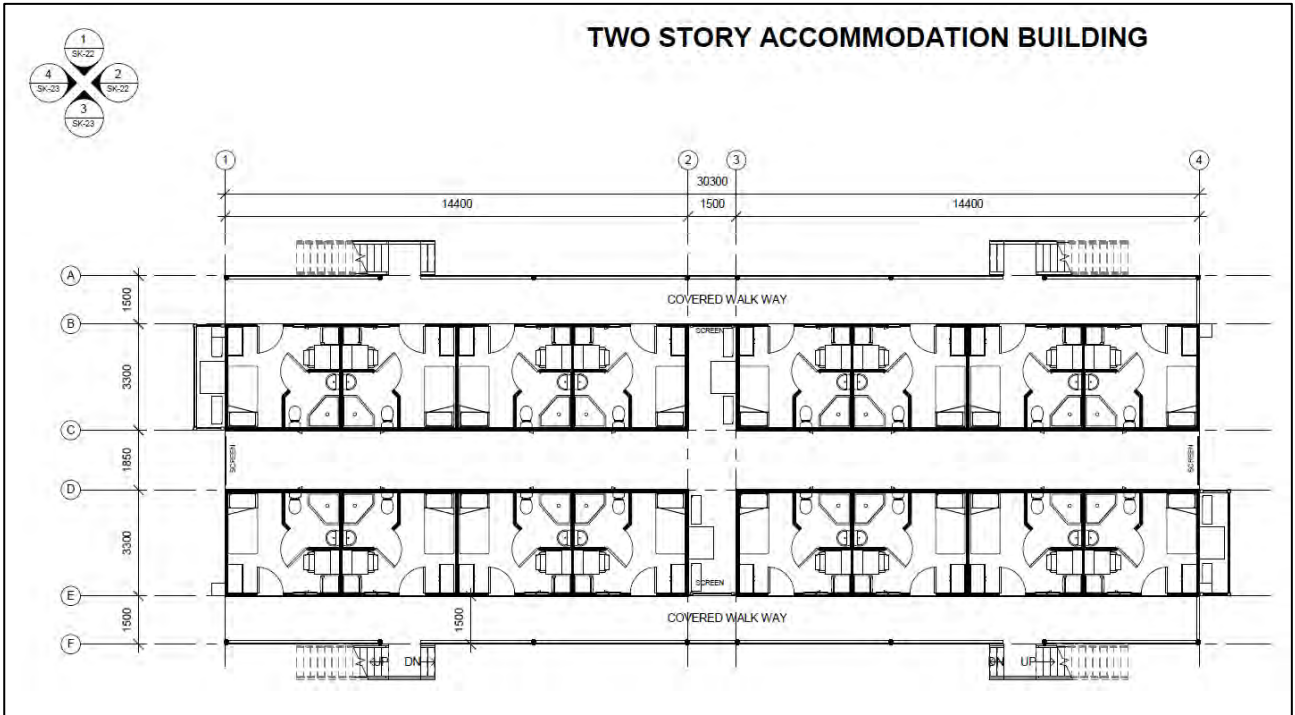


Figure 3: Two Accommodation Building – Floor Plan (Source: Application Material)



Figure 4: Acacia Street Perspective (Source: Application Material)

3. SITE DETAILS

3.1 SITE FEATURES AND LOCATON

Site and Locality Description	
Land Area	Total: 4,255 m ² 800 m ² (Lot 1 on CP860074) and 3,455 m ² (Lot 48 on GV814693)
Existing Use of Land	Non-resident worker accommodation
Road Frontage	50 metres to Acacia Street
Significant Site Features	Fifty-two (52) accommodation units for non-resident workers, a single driveway crossover to Acacia Street accessing an unmarked gravel parking area.
Topography	Relatively level topography sloping slightly from the SW rear corner to the street frontages.
Vegetation	Site comprises no identifiable mature vegetation
Easements	None
Surrounding Land Uses and Site Context	The subject site adjoins a non-resident Worker Accommodation land use on both the northern and eastern boundary of the subject site. Immediately to the west is the Acacia Street road reserve from which the site gain access to Moranbah's sealed road infrastructure network. South of the site, adjoining the entire southern boundary, is an easement (A on SP258008) for the purpose of aboveground electrical infrastructure. It is noted that an approval exists for a Non-resident worker camper on the adjacent southern site.

The location of the subject site in relation to its surrounds is shown in **Figures 5 & 6** below:



Figure 5: Subject site (Outlined in Red)



Figure 6: Subject site and surrounding area.

3.2 DEVELOPMENT HISTORY OF SITE

The site was originally developed by Queensland Rail in the 1980s to provide accommodation for the use of Queensland Rail employees. The development consisted of 52 rooms and associated facilities (offices laundries, linen store, relaxation/BBQ area). There is no record of approval for this original use however as the subject site was previously Crown Land it is believed that the original development was constructed under an exemption against planning assessment.

The subject site was granted a Development Permit for Accommodation Building (52 rooms) (PA09084) in August 2010, which proposed the use of 13 'moveable dwellings' that already existed on the site and other site improvements (landscaping, carparking and common areas). It is understood that the development application was submitted at the time to remove any doubt that the

site could be used for non-resident workers, other than only those employed by Queensland Rail. It has been subsequently determined from aerial imagery and confirmed by Council that the works approved under this MCU have not been acted upon and thus Development Permit (PA09084) is considered to have lapsed.

Regardless of this approval lapsing it is accepted that the site has existing use rights for 52 rooms and associated facilities dating back to the site's use as a Queensland Rail camp. The definitions of the Moranbah Urban Development Scheme place no restrictions on the users of the facilities and there is no evidence of any existing approval/documentation limiting the use of existing facility to Queensland Rail employees only.

4. ASSESSMENT

4.1 FRAMEWORK FOR ASSESSMENT

The development site is located within the Moranbah Priority Development Area and as such assessment of the development application must be undertaken against the statutory provisions of the *Economic Development Act 2012*. In accordance with Section 87 of *Economic Development Act 2012*, Council must consider the following matters in its assessment of the application:

- A. relevant State interests;
- B. submissions made during the submission period;
- C. the Development Scheme.

Assessment against these provisions is discussed in more detail below.

The Moranbah Priority Development Area ceased to have effect from 14 February 2025, however as the application was lodged prior to this date its assessment continues under the provisions of the *Economic Development Act 2012*.

4.2 RELEVANT STATE INTERESTS

State Interest	Assessing Officer Comments
Economic Development Queensland	The application was referred to EDQ on 27 July 2023 and a response was received on 15 August 2023 advising that there are no relevant state interests for the proposed development.
Mackay Isaac Whitsunday Regional Plan 2012-2031	The subject site is included within the urban footprint regional land use category for the purposes of the Regional Plan. The proposal complies with the intent of the urban footprint which is to manage the regions projected population growth, achieving a compact settlement pattern, and consolidating urban development within established communities.
State Planning Policy (SPP)	<p>The SPP mapping identifies the following interests over the site:</p> <ul style="list-style-type: none"> • within the Priority Development Area • Wildlife Hazard Buffer Zone for the Moranbah Airport • Flood hazard area – Local Government flood mapping area <p>There are no issues arising from the application in relation to these elements. The proposed development meets the applicable assessment benchmarks contained in Part E of the SPP.</p>

4.3 SUBMISSIONS MADE DURING SUBMISSION PERIOD

The application was required to undergo public notification in accordance with the Development Scheme. The application was publicly notified from 26 August 2024 to the 23 September 2024.

There were no submissions made during and/or after the submission period.

4.4 MORANBAH URBAN DEVELOPMENT AREA DEVELOPMENT SCHEME

The applicant has submitted a detailed assessment of the application against the Moranbah UDA Development Scheme 2011. The following sections relate to the provisions of the Moranbah Urban Development Area Development Scheme 2011.

DEVELOPMENT SCHEME DETAILS	
Development Scheme	Moranbah Urban Development Area Development Scheme 2011
Zone	Residential Zone – Areas where large scale non-resident worker accommodation may be considered
Precinct	3
Assessment Provisions	Precinct Intent (Section 3) UDA-wide criteria (Section 3.3) Residential zone intent (Section 3.4)

The applicant has submitted an assessment against the Moranbah UDA Development Scheme 2011. The proposed development generally complies with relevant assessment provisions as detailed below.

Residential Zone Intent (Section 3.4)

The proposed development is consistent with the zone intent for the Residential Zone which is:

'The residential zone is intended to cater for a range of residential types and densities including Multiple residential, Non-resident worker accommodation, Short-term accommodation and Other residential. Non-resident worker accommodation will be integrated within or on the edge of town.'

Precinct 3 Intent (Section 3)

Where relevant, the proposed development is consistent with the intent of Precinct 3.

The development complies in accordance with the below considerations:

- The development proposes a non-resident worker accommodation use which is a use envisioned in Precinct 3 (sub-precinct 3c).
- The development achieves a 2-storey building height;
- Car parking and access is provided in accordance with the relevant standards.
- Landscaping is provided throughout the development site and is proposed along the site's boundary with Acacia Street.

UDA Wide criteria (Section 3.3)

3.3.1 Housing and Community

Complies – The proposed Non-resident worker accommodation is consistent with the intent for this criteria as the development is located within Moranbah and will provide adequate facilities for the occupants.

The introduction of on-site dining opportunities ensures that there is adequate provision of facilities and services for the convenience of occupants. The proposed landscaping will assist with providing a high level of on-site amenity. The proposal provides a range of internal communal spaces for the benefit of users including the MPR building and dining hall, alongside a large deck area and outdoor communal spaces for a variety of recreational amenity options.

3.3.2 Centre vitality and employment

Not applicable as the site is not in the Centre zone.

3.3.3 Neighbourhood, block, and lot design

Complies – the proposed Non-resident worker accommodation is well located to be serviced by existing urban infrastructure, including water, sewer, stormwater drainage, electricity and telecommunications, pedestrian pathways, access to recreational facilities, access to roads and the transport network.

The existing Non-resident worker accommodation facility is located near other existing established facilities and the proposed changes to the facility seek to cater to changing circumstances that have occurred over time. In this regard, the facility now provides more on-site recreation opportunities and dining facilities which will cater for the needs of workers and improve the comfort and safety for occupants. The proposal will also improve the overall streetscape appearance and functionality of the facility via building layout / siting reconfigurations, new car parking arrangements and additional landscaping on-site.

3.3.4 Building design

Complies – The proposed development complies with this criteria as per the following:

- The proposed development provides a minimum of 3 metre setback to all boundaries adjoining sensitive land uses. Within these setbacks a boundary fence and deep-rooted landscaping is proposed to screen and acoustically buffer the site from adjoining uses so as to maintain visual and acoustic privacy.
- The proposal includes the provision of sufficient outdoor open spaces to allow for passive and casual recreational use with consideration of the locality's climate. It is noted the site does offer a limited extent of large outdoor areas, designed specifically so that workers seeking greater recreational amenity and activity are able to utilise Moranbah's established recreation facilities and spaces.
- The proposed built form is made up of moveable unit blocks consisting of one and two storeys with a maximum height of 6.5m above ground.
- The proposed 2 storey buildings are located away from the site frontage and adjoining uses to assist with minimising bulk so that the site and buildings appear visually consistent with the established streetscape and surround land uses.
- Landscaping is positioned both on the front boundary and southern side boundary, as a result the car park is to be appropriately buffered. This deep-rooted landscaping, when mature will aid in screening the car parking area, ensuring this space does not to dominate the streetscape façade.
- The redevelopment of the site is to result in an improved visual amenity outcome for the site's streetscape façade. At current the site discernibly lacks land use justification and landscaping. The proposed built form's articulation is to be increased with the implementation of multiple storeys such that the site is to provide a more consistent visual amenity outcome for an accommodation land use.

3.3.5 Infrastructure, street design and parking

Complies – The proposed development complies with this criteria as per the following:

- The proposed intensification and justification of the existing land use is to utilise the site's existing infrastructure connections. Where the development is to utilise existing capacities within urban infrastructure networks (water, sewerage, electricity & telecommunications) the proposal is seen to efficiently use existing infrastructure and services.
- The proposed non-residential workers accommodation proposes 54 car parking spaces including two (2) PWD spaces, 5 motorcycle spaces and RCV & MRV standing bay to service the 72 accommodation units. The proposed car parking spaces results in a ratio of 0.75 car spaces per unit and compliance with EDQ's requirement for 0.75 parking spaces per room.
- The development is entirely located upon a private lot and is in no way to prejudice future opportunities to accommodate public transport.
- The proposed development is to retain the existing street pathway, maintaining the site's accepted pedestrian connection to the established street network infrastructure, retaining sealed pavement and clear sightlines. The site as a result maintains the existing safe and pleasant pedestrian environment that, with the site's traffic generation not to impact upon through traffic.

3.3.6 Environment and sustainable development

Complies – The proposed development complies with this criteria as per the following:

- The subject site is largely unconstrained, and the proposed development will not result in emissions to land, water and atmosphere.
- The subject site is not impacted by flooding.
- The proposed development will not significantly alter the existing land and ground water outcomes of the site.

The application has been assessed against each of the applicable UDA-wide criteria and found to be compliant with, or able to be conditioned to comply.

Needs Assessment

The original application material was not accompanied by a Needs Assessment prepared by a suitably qualified expert. A peer review undertaken on behalf of Council by Norling Consulting, an external suitably qualified expert, concluded that the methodology used and assumptions as part of this assessment were deficient.

Council accordingly issued an Information Request requesting additional information relating to the need of the development.

In response to this Information Request item the applicant submitted an Economic Needs Assessment prepared by Urban Economics. The Economic Needs Assessment concludes that the proposed facility is provided in response to a legitimate and demonstrated need for additional worker accommodation units in Moranbah and that the expansion and redevelopment of the Acacia Street village represents an effective means of delivering improved short term accommodation solutions within the township of Moranbah and close to other amenities, services and facilities. The position formed in the Economic Needs Assessment was based on the following matters:

Economic Need

- *There has been consistent growth in the number of non-resident workers in Moranbah and the Isaac LGA in the previous decade, most notably in the previous two years, where according to the Queensland government the number of non-resident workers has increased by 2,400 to 14,495 in 2023. This growth has been faster than anticipated by both QGSO and council's own population review, resulting in a spike in demand for workers accommodation.*
- *Approximately 90% of all FIFO and DIDO workers in the Isaac LGA stay in purpose-built workers accommodation villages when they are working on mining projects locally. With the projected growth of the non-resident workforce from its current number of 14,495 to ~16,300 by 2036, there is expected to be at least an additional 2,800 workers annually with a potential need for temporary accommodation in the Isaac region.*
- *The ongoing global demand for coal has kept prices high, especially for metallurgical coal from the Isaac LGA which is renowned as high quality and is vital for the steelmaking process in major Asian economies such as India and Japan. This has resulted in a healthy future project pipeline, with up to ~4,000 potential jobs should all proceed as planned necessitating ongoing investment in housing and accommodation solutions for construction and operational workforces.*
- *With occupancy rates of at least 80% in each month of the 2023/24 FY with the exception of December and projections of an 86% occupancy rate in the 2024/25 FY, the Acacia St village generally has less than 10 of its rooms available at any one time, without taking into account cleaning and maintenance that may further reduce this number. This significantly limits the ability of the village to perform as designed as an "overflow" during periods of increased demand as it limits the capacity to take on additional occupants and the needs for workers to find suitable accommodation in the township of Moranbah.*
- *The lack of building approvals in Moranbah and the wider region has placed more pressure on the non-resident worker accommodation sector, as the number of people per dwelling increase and it is more difficult for companies to house workers in their existing housing stock.*
- *The fact that the Acacia St village as an overflow accommodation option is facing such high occupancy rates suggests that other major villages in Moranbah and the surrounding Isaac region are also close to full occupancy. The proposed development would represent an expansion of supply and allow the facility to better accommodate the local workforce.*
- *Moreover, the demand modelling, excluding additional projects that have been mooted or yet to received approval, anticipates that (including approved supply of units), occupancy rates will continue to range from 75% to 80% into the future without further supply.*

Planning Need

- *The expansion is located in an existing facility and does not represent a significant expansion to the supply either in terms of overall numbers or in a geographic sense. Within Moranbah, it is located inside the specialised centre land earmarked specifically for non-resident workers accommodation.*
- *The development better provides for the transport needs of occupants, offering an increased number of parking spaces for both larger vehicles and motorbikes. This improves convenience for workers, some of whom may have had to park at neighbouring camps or out on the street and walk to their accommodation.*
- *In providing for additional worker accommodation in Moranbah, there are less workers accommodated at remote mine sites, reducing the need for provision of expensive infrastructure and services such as electricity and sewerage. Instead, the development consolidates non-resident workers accommodation on an existing site in the specialised centre.*

Community Need

- *The expansion and revamp of the Acacia St Village includes the addition of a kitchen and dining area, removing the current need for workers to travel to other camps for mealtimes or potentially organise their own food. This increases the amenity and convenience for workers staying in the village, as well as reducing their need for additional travel after long shift work.*
- *By increasing the number of units, non-resident workers are more easily accommodated, reducing the need for them to stay in motels and short-term accommodation, freeing up rooms for tourists, those undertaking other business or visiting family in Moranbah. Staying in workers accommodation villages is preferable to both companies and employees as it allows for all workers to be housed in the same place, easy provision of meals, access to transport and the ability to conduct meetings or training if necessary.*

Peer Review

The Economic Needs Assessment has been peer reviewed by *Norling Consulting* and the following conclusions have been drawn:

The Economic Need Assessment concluded that there is a clear and legitimate need and demand for additional Workforce Accommodation units in Moranbah and that the expansion and redevelopment of the Acacia Street Village represents an effective means of delivering improved Workforce Accommodation within the Moranbah township.

It is my view that the Economic Need Assessment (ENA) has generally applied an appropriate methodology to this task. Specifically, it has addressed the relevant items in the Information Request, described the existing Village and its proposed redevelopment and extension, reviewed the planning framework, reviewed the local coal sector and its growth prospects, identified competitive Workforce Accommodation, defined and described a Study Area, assessed need for the Proposed Development, assessed the likely impact of the Proposed Development and reached a conclusion.

It is my view that there is a strong level of community, economic and planning need for the Proposed Development on the Subject Site for reasons that parallel, but differ slightly from, the logic presented in the Economic Need Assessment:

- a) Acacia Street Village is the smallest Workforce Accommodation camp in Moranbah providing no dining facilities. It is also an older camp that lacks the amenity offered by many of its more modern competitors. It is thus of a lower standard and lacks economies of scale;*
- b) The Proposed Development seeks to upgrade the accommodation offer, add dining and laundry facilities and extend the camp by 20 rooms, all of which are considered to offer improved amenities to non-resident workers residing at this camp, resulting in community and economic benefits;*
- c) The ENA has established that Acacia Street Village has achieved an average occupancy rate of 89% (ignoring the holiday month of December) and that, due to its role as an 'overflow' camp, it is most likely that surrounding larger camps have achieved a similar or higher occupancy rate. The ENA also reports forward bookings at around 86% occupancy rate;*
- d) The ENA has relied upon the most recent 2023 QGSO non-resident workforce estimates for the Region and the Foresight Partners 2023 non-resident workforce projections to quantify future growth in demand for Workforce Accommodation in the Region;*

- e) *The ENA has also established that there are several new and expanding coal mines within an easy commute of Moranbah that are in various stages of application/approval that will increase demand for Workforce Accommodation in Moranbah;*
- f) *The Moranbah Urban Development Area Development Scheme 2011 places the Subject Site in Sub-Precinct 3c of the Residential zone, where the proposed use, Non-Resident Worker Accommodation (Schedule 2), is a Permissible Development in the Residential zone (Level of Assessment Table); and*
- g) *The Isaac Regional Planning Scheme 2021 places the Subject Site in the Specialised Centre zone where the Application is Impact Assessable and the Scheme requires the demonstration of a legitimate and demonstrated need.*

In consideration of the above matters it is accepted that there are sufficient grounds to support that a need for the development exists.

6. OTHER CONSIDERATIONS

6.1 BUDGET AND RESOURCE IMPLICATIONS

No financial resource implications are envisaged. Infrastructure charges will be recovered in accordance with the details contained in Section 11.

6.2 LEGAL IMPLICATIONS

No legal considerations are envisaged.

6.3 COUNCIL POLICY IMPLICATIONS

No policy implications are envisaged.

6.4. HUMAN RIGHTS

The *Human Rights Act 2019* provides that it is unlawful for a public agency to act or make a decision in a way that is not compatible with human rights, or to fail to give proper consideration to a human right.

This necessitates understanding the human rights that are protected. When making decisions or taking actions, consideration needs to be given to how that may impact on a person's human rights. Where there is a restriction on a person's human rights the restriction must be no greater than is justifiable to protect the rights of others or the community at large.

In assessing this application consideration has been given to the following sections of the Human Rights Act 2019:

- Section 15 – Recognition and equality before the law
- Section 24 – Property rights

It is the opinion of the assessing officer that no human rights have been limited by this decision.

7. CONSISTENCY WITH HIGHER ORDER APPROVAL

The proposed development is not consistent with any previous development approvals.

8. STATE INTEREST CHECK

The application was referred to EDQ on 27 July 2023 and a response was received on 15 August 2023 advising that there are no relevant state interests for the proposed development.

9. CONSULTATION

The application has been considered by internal referral officers and technical consultants who have provided comments and reasonable and relevant conditions. A summary of these internal referrals are provided in the table below.

Referral	Response
Internal	
Manager Infrastructure Planning and Technical Services	Nil
Water and Sewerage Planning Engineer	Nil
Manager Operations and Maintenance Water and Wastewater	No objections from a water and sewerage planning perspective. An Impact Assessment Statement has been requested to evaluate the impact of the proposed increase in dwelling units on the existing water and sewerage network, considering current capacity and projected demand. This has been conditioned to be provided by the applicant for endorsement by Council prior to construction works being undertaken.
Waste Services	Nil
GIS	Nil
Community Education and Compliance	Nil
External	
Becker Sunner Consulting	Provided technical engineering advice to support the assessment of the development application.
Norling Consulting	Provided peer review of the submitted Needs Assessment and Information Request Response.

10. PUBLIC NOTIFICATION

The application was publicly notified for 20 business days in accordance with the requirements of the *Economic Development Act 2012*. The application was publicly notified from 26 August 2024 to the 23 September 2024. A Notice of Compliance was lodged with council on 24 September 2024, demonstrating that the application was publicly notified in accordance with the statutory requirements of the *Economic Development Act 2012*.

No properly made or not-properly made submissions were received.

11. INFRASTRUCTURE CHARGES

Infrastructure charges will be levied for the 20 additional rooms proposed on-site. The existing rooms on-site have been afforded existing use rights for the purpose of applying infrastructure charges.

The development has an estimated infrastructure charge of \$10,975.20 per bedroom that is not part of a suite which equates to a total of \$215,904.00 for this development application.

An Infrastructure Charge Notice will be issued at the same time as the Decision Notice and will be payable prior to the commencement of use.

12. DRAFT CONDITIONS

Draft Conditions were not issued to the applicant.

13. CONCLUSION

The proposed development generally complies with the requirements of the development scheme and does not raise any significant issues that cannot be addressed by reasonable and relevant conditions. The application is therefore recommended for approval.

14. PROPERTY NOTIFICATIONS

No property notifications are recommended in relation to this application.

15. RECOMMENDATION

That Council:

APPROVES the development application for MCU23/0008 from Sirrom Corporation (Aust.) Pty Ltd c/- Adams + Sparkes Town Planning for a Development Permit for a Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms) located on land at 28A & 32-34 Acacia Street, Moranbah, described as Lot 1 on CP860074 and Lot 48 on GV814693, subject to the following conditions of approval:

ASSESSMENT MANAGER CONDITIONS		
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NO.	CONDITION	TIMING
GENERAL CONDITIONS		
1	Carry out the approved development generally in accordance with the approved drawings and documents.	At all times unless otherwise stated
2	Maintain the approved development generally in accordance with the approved drawings and documents and any relevant Council engineering or other approval required by the conditions.	To be maintained
3	Where there is any conflict between the conditions of this Decision Notice and details shown on the Approved Drawings, the conditions prevail.	At all times
4	The applicant must meet the full cost of all works and any other requirements associated with this development, unless specified in a particular condition.	At all times
5	The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may have occurred during any works undertaken as part of the development. Any damage that is deemed to create a hazard to the community must be repaired immediately.	At all times
6	The applicant must demonstrate to Council compliance with the conditions of the approval prior to commencement of the changed use.	Prior to commencement of use

NO.	CONDITION	TIMING																																																								
APPROVED DRAWINGS AND DOCUMENTS																																																										
7	<p>Except where amended by the conditions of this Decision Notice, the development is to be carried out, generally in accordance with the following approved drawings and/or documents:</p> <table border="1" data-bbox="276 371 1137 2047"> <thead> <tr> <th data-bbox="276 371 517 465">Plan No.</th> <th data-bbox="517 371 600 465">Re v.</th> <th data-bbox="600 371 948 465">Plan Name</th> <th data-bbox="948 371 1137 465">Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="276 465 517 607">S24-025-P01</td> <td data-bbox="517 465 600 607">-</td> <td data-bbox="600 465 948 607">Preliminary Services Plan, prepared by Westera Partners</td> <td data-bbox="948 465 1137 607">April 2024</td> </tr> <tr> <td data-bbox="276 607 517 748">S24-025-PE01</td> <td data-bbox="517 607 600 748">-</td> <td data-bbox="600 607 948 748">Preliminary Earthworks Plan, prepared by Westera Partners</td> <td data-bbox="948 607 1137 748">April 2024</td> </tr> <tr> <td data-bbox="276 748 517 889">S24-025-ESC01</td> <td data-bbox="517 748 600 889">-</td> <td data-bbox="600 748 948 889">Erosion and Sediment Control Plan, prepared by Westera Partners</td> <td data-bbox="948 748 1137 889">April 2024</td> </tr> <tr> <td data-bbox="276 889 517 1030">S24-025-ESC02</td> <td data-bbox="517 889 600 1030">-</td> <td data-bbox="600 889 948 1030">Erosion and Sediment Control Details, prepared by Westera Partners</td> <td data-bbox="948 889 1137 1030">April 2024</td> </tr> <tr> <td data-bbox="276 1030 517 1171">S24-025-ESC03</td> <td data-bbox="517 1030 600 1171">-</td> <td data-bbox="600 1030 948 1171">Erosion and Sediment Control Notes, prepared by Westera Partners</td> <td data-bbox="948 1030 1137 1171">April 2024</td> </tr> <tr> <td data-bbox="276 1171 517 1312">22-106-SK-02-D</td> <td data-bbox="517 1171 600 1312">D</td> <td data-bbox="600 1171 948 1312">Existing Site Plan, prepared by Andre Melville Building Design</td> <td data-bbox="948 1171 1137 1312">26/01/2023</td> </tr> <tr> <td data-bbox="276 1312 517 1453">22-106-SK-03-F</td> <td data-bbox="517 1312 600 1453">F</td> <td data-bbox="600 1312 948 1453">Proposed New Master Plan, prepared by Andre Melville Building Design</td> <td data-bbox="948 1312 1137 1453">20/11/2024</td> </tr> <tr> <td data-bbox="276 1453 517 1594">22-106-SK-04-D</td> <td data-bbox="517 1453 600 1594">D</td> <td data-bbox="600 1453 948 1594">Stage 1 Floor Plan, prepared by Andre Melville Building Design</td> <td data-bbox="948 1453 1137 1594">20/11/2024</td> </tr> <tr> <td data-bbox="276 1594 517 1736">22-106-SK-05-A</td> <td data-bbox="517 1594 600 1736">A</td> <td data-bbox="600 1594 948 1736">Street Scape, prepared by Andre Melville Building Design</td> <td data-bbox="948 1594 1137 1736">18/04/2024</td> </tr> <tr> <td data-bbox="276 1736 517 1877">22-106-SK-06-D</td> <td data-bbox="517 1736 600 1877">D</td> <td data-bbox="600 1736 948 1877">Perspective, prepared by Andre Melville Building Design</td> <td data-bbox="948 1736 1137 1877">18/04/2024</td> </tr> <tr> <td data-bbox="276 1877 517 2018">22-106-SK-07-D</td> <td data-bbox="517 1877 600 2018">D</td> <td data-bbox="600 1877 948 2018">Perspective, prepared by Andre Melville Building Design</td> <td data-bbox="948 1877 1137 2018">18/04/2024</td> </tr> <tr> <td data-bbox="276 2018 517 2159">22-106-SK-08-D</td> <td data-bbox="517 2018 600 2159">D</td> <td data-bbox="600 2018 948 2159">Perspective, prepared by Andre Melville Building Design</td> <td data-bbox="948 2018 1137 2159">18/04/2024</td> </tr> <tr> <td data-bbox="276 2159 517 2047">22-106-SK-09-D</td> <td data-bbox="517 2159 600 2047">D</td> <td data-bbox="600 2159 948 2047">Perspective, prepared by Andre Melville Building Design</td> <td data-bbox="948 2159 1137 2047">18/04/2024</td> </tr> </tbody> </table>	Plan No.	Re v.	Plan Name	Date	S24-025-P01	-	Preliminary Services Plan, prepared by Westera Partners	April 2024	S24-025-PE01	-	Preliminary Earthworks Plan, prepared by Westera Partners	April 2024	S24-025-ESC01	-	Erosion and Sediment Control Plan, prepared by Westera Partners	April 2024	S24-025-ESC02	-	Erosion and Sediment Control Details, prepared by Westera Partners	April 2024	S24-025-ESC03	-	Erosion and Sediment Control Notes, prepared by Westera Partners	April 2024	22-106-SK-02-D	D	Existing Site Plan, prepared by Andre Melville Building Design	26/01/2023	22-106-SK-03-F	F	Proposed New Master Plan, prepared by Andre Melville Building Design	20/11/2024	22-106-SK-04-D	D	Stage 1 Floor Plan, prepared by Andre Melville Building Design	20/11/2024	22-106-SK-05-A	A	Street Scape, prepared by Andre Melville Building Design	18/04/2024	22-106-SK-06-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	22-106-SK-07-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	22-106-SK-08-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	22-106-SK-09-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	At all times
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NO.	CONDITION				TIMING
	22-106-SK-10-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-11-D	D	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-12-A	A	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-13-A	A	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-14-A	A	Perspective, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-20-B	B	2 Story Accommodation Ground Flor Plan, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-21-B	B	2 Story 8 Moduel Accommodation First Flor Plan, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-22-B	B	2 Story 8 Moduel Accommodation Elevations, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-23-B	B	2 Story 8 Moduel Accommodation Elevations, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-30-B	B	2 Story 4 Module Accommodation Ground Flor Plan, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-31-B	B	2 Story 4 Moduel Accommodation First Flor Plan, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-32-B	B	2 Story 4 Moduel Accommodation Elevations, prepared by Andre Melville Building Design	18/04/2024	
	22-106-SK-33-B	B	2 Story 4 Moduel Accommodation Elevations, prepared by Andre Melville Building Design	18/04/2024	

NO.	CONDITION				TIMING
	22-106-SK-40-A	A	4 Bed Accommodation Buildings Typical Plans and Elevations, prepared by Andre Melville Building Design	24/04/2023	
	22-106-SK-50-A	A	Kitchen Dining Building Floor Plan, prepared by Andre Melville Building Design	25/04/2023	
	22-106-SK-51-A	A	Kitchen Dining Building Elevations, prepared by Andre Melville Building Design	25/04/2023	
	22-106-SK-60-A	A	Laundry Building Floor Plan And Elevations, prepared by Andre Melville Building Design	25/04/2023	
	22-106-SK-70-A	A	Store/ MRP Building Floor Plan and Elevations, prepared by Andre Melville Building Design	25/04/2023	
	LD1	C	Drawing Schedule, Specifications, prepared by Bird Landscape Design	1/12/2024	
	LD2	C	Finishes and Planting Schedules, prepared by Bird Landscape Design	1/12/2024	
	LD3	C	Details, prepared by Bird Landscape Design	1/12/2024	
	LP1	C	Planting Plan, prepared by Bird Landscape Design	1/12/2024	
		A	Outstanding matters response prepared by Pekol Traffic and Transport	26 November 2024	
8	A legible copy of the Approved drawings and documents bearing "Council Approval" and the Conditions of this Decision Notice are to be available on site at all times during construction.				During construction
BUILDING WORK					
9	<p>Complete all building work associated with this development approval, including work required by any of the Conditions of this Decision Notice; generally in accordance with the approved drawing(s), and/or documents.</p> <p>Where Building Work is Assessable Development, works are to be carried out in accordance with a current Development Permit.</p>				<p>Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first and then to be maintained</p>

NO.	CONDITION	TIMING
10	External details of the building, facade treatment and external materials, colours and finishes are to be generally in accordance with the approved drawings.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first, and then to be maintained
11	Demolish or relocate all buildings/structures on the site in accordance with the approved drawings. This includes the removal of all existing concrete slabs, foundations and footings and the disconnection of services, where necessary in accordance with a valid approval from the service provider or a Building work approval.	Prior to commencement of use
AMALGAMATION		
12	Amalgamate Lot 1 on CP860074 and Lot 48 on GV814693 into one allotment. The Plan of Subdivision providing for the amalgamation must be registered with Titles Queensland prior to the commencement of the accommodation use.	Prior to commencement of use
APPROVED USE		
13	The approved use is for 20 additional non-resident worker accommodation rooms catering for a maximum of 20 non-resident workers. The total approved rooms over the site is 72 rooms for a maximum of 72 non-resident workers.	At all times
OPERATIONAL WORK		
14	Complete all Operational Work associated with this development approval, including work required by any of the Conditions of this Decision Notice generally in accordance with the approved drawings and/or documents.	Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first and then to be maintained
COMMENCING USE		
15	The Applicant is required to submit formal written notification to Council confirming the date of commencement of the use, within 10 business days the day after the use commences.	As indicated
CAR PARKING AND ACCESS		
16	Submit to Council for endorsement, detailed engineering plans for all car parking and access works certified by a Registered Professional Engineer of Queensland (RPEQ). The plans are to be generally in accordance with the approved plans and the Capricorn Municipal Development Guidelines (CMDG).	Prior to any on-site car parking or access works commencing.
17	Design, construct and maintain all car parking and access works generally in accordance with the Approved Drawings, Capricorn	At all times

NO.	CONDITION	TIMING
	<p>Municipal Development Guidelines, AS2890.1: 2004 Parking facilities – Off-street car parking, and Manual of Uniform Traffic Control Devices (Queensland) and must:</p> <ol style="list-style-type: none"> Provide a minimum of 54 car parking spaces and 5 motorcycle spaces; Be designed and constructed in accordance with AS2890 Parking facilities – Off-street car parking and the relevant Council Planning Scheme Codes and Development Works Planning Scheme Policy; Provide parking spaces for people with a disability in accordance with the Building Code of Australia and AS2890.6 Off-street parking for people with disabilities; Provide on-site loading, unloading and manoeuvring for all necessary service vehicles including: Allow all design vehicles to enter and exit the site in a forward gear; Be constructed and sealed with concrete or bitumen; 	
18	Design, construct and maintain the vehicular access, as per the Approved Drawings and documents and in accordance with the Capricorn Municipal Development Guidelines, Australian Standard AS2890 “Parking facilities”.	Prior to commencement of use/prior to operational work approval, whichever is applicable
19	Remove all disused or redundant vehicular crossings on the frontage of the site and reinstate kerb and channel, road pavement, footways and footpaths in accordance with the Development works Planning Scheme Policy.	Prior to commencement of use
20	Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the vehicle access / driveway/s has been designed and constructed in accordance with the conditions of this Decision Notice or any other relevant approval issued by the Assessment Manager.	Prior to commencement of use
AMENITY		
GENERAL AMENITY		
21	<p>The approved use must not create environmental nuisance or impact on the amenity of the neighbourhood as a result of noise, vibration, air, odour, water, waste of other emissions.</p> <p><i>Note: The operation must comply with the requirement not to cause Environmental Nuisance or Environmental Harm as per the Environmental Protection Act 1994.</i></p>	At all times
22	Any storage of flammable and/or combustible liquids must comply with the minor storage provisions of <i>Australian Standard AS1940 - The Storage and Handling of Flammable and Combustible Liquids</i> .	At all times
NOISE		
23	To protect the noise amenity of nearby residential areas the development is to ensure noise emanating from the site does not exceed criteria set out in the <i>Environmental Protection (Noise) Policy 2008</i> as amended.	At all times

NO.	CONDITION	TIMING
24	<p>An acoustic fence must be constructed on the site for noise attenuation. The fence must be constructed in accordance with the following:</p> <ul style="list-style-type: none"> a. the barrier must be positioned entirely within private property extend along the full extent of the northern, eastern and southern boundaries. b. the barrier must be erected to 1.8m high, measured from the finished ground level of the site 	Prior to commencement of use
LIGHTING		
25	Light emanating from any source complies with Australian Standard AS4282 Control of the Obtrusive Effects of Outdoor Lighting or current version.	Prior to commencement of use and to be maintained at all times
26	Outdoor lighting is provided in accordance with Australian Standard AS 1158.1.1 – Road Lighting – Vehicular Traffic Category V) Lighting – Performance and Installation Design Requirements or current version	Prior to commencement of use and to be maintained at all times
PLANT AND SERVICES		
27	Install and maintain suitable screening to all air conditioning, lift motor rooms, plant and service facilities or similar equipment located on the rooftop or to an external face of the building. The screening structures must be constructed from materials that are consistent with materials used elsewhere on the building facade or as an architectural feature that is visually consistent with the roof profile of the building.	Prior to commencement of use
ENGINEERING		
CONSTRUCTION MANAGEMENT		
28	<p>Do not undertake construction in a way that makes audible noise:</p> <ul style="list-style-type: none"> a. On a business day or Saturday, before 6.30 am or after 6.30 pm; or b. On any other day, at any time. 	At all times during construction
29	Contain all litter, building waste on the building site by the use of a skip and any other reasonable means during construction to prevent release to neighbouring properties or roads.	At all times during construction
30	Remove any spills of soil or other material from the road or gutter upon completion of each day's work, during construction. These material spills and accumulated sediment deposits must be managed in a way that minimises environmental harm and/or damage to public and private property.	At all times during construction
EARTHWORKS		
31	Carry out Excavating and Filling activities in accordance with the Capricorn Municipal Development Guidelines, AS3798-2007 Guidelines on earthworks for residential and commercial developments and the Approved Drawings.	At all times

NO.	CONDITION	TIMING
32	Ensure the excavating or filling does not concentrate or divert stormwater onto adjoining land to a degree which is worse than that which existed prior to the works.	At all times
33	Ensure the excavation or filling does not result in the ponding or permanent retention of surface water either on the site or on adjoining land.	At all times
34	Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the Earthworks have been designed and constructed generally in accordance with the Approved Drawings, the conditions of this Decision Notice and any other relevant approval issued by the Assessment Manager.	Prior to commencement of use
EROSION AND SEDIMENT CONTROL		
35	Submit to Council for endorsement, an Erosion and Sediment Control Plan. The Erosion and Sediment Control Plan must be prepared and implemented in accordance with the Capricorn Municipal Development Guidelines D7 'Erosion Control and Stormwater Management'.	Prior to site/operational/building work commencing and at all times during construction
36	Implement and maintain the Erosion and Sediment Control Plan on-site for the duration of the operational or building works, and until all exposed soil areas are permanently stabilised (e.g. turfed, hydro-mulched, concreted, landscaped).	While site/operational/building work is occurring
STORMWATER		
37	Submit to Council for endorsement, a Stormwater Management Plan, including detailed engineering plans, calculations and stormwater discharge strategy demonstrating that the site stormwater can be discharged to a lawful point of discharge without causing any actionable nuisance and be certified by a Registered Professional Engineer of Queensland (RPEQ). The plan is to be in accordance with the Capricorn Municipal Development Guidelines, Queensland Urban Drainage Manual.	Prior to any on-site stormwater works commencing
38	Before commencing any works that modify the fence, written permission must be obtained from the owner(s) of the neighbouring properties. Additionally, the stormwater conditions of the adjacent properties must not be worsened as a result of the works, ensuring that the volume, flow, and concentration of stormwater directed to the adjacent property do not increase. Furthermore, any other modifications to the fence must not negatively impact the neighbouring properties in any way.	At all times
39	The lawful point of discharge for the development is the kerb and channel in Acacia Street and overland flow to the north east to the field inlet pits in the adjacent property. Discharge all minor stormwater flows that fall or pass onto the site to the lawful point of discharge without causing annoyance or nuisance to any person in accordance with the Capricorn Municipal Development Guidelines and Queensland Urban Drainage Manual.	Prior to commencement of building or operational work and to be maintained
40	Adjoining properties and roads are to be protected from ponding or nuisance from stormwater as a result of the works. Ensure the stormwater runoff from the site does not adversely impact on flooding or drainage (peak discharge and duration for all events up	At all times

NO.	CONDITION	TIMING
	<p>to the 1% AEP (Annual Exceedance Probability)) of properties that are upstream, downstream or adjacent to the site.</p> <p><i>Notes: If remedial works are required that involve drainage, drawings are to be submitted and approval obtained from Council, to provide a means to rectify the site drainage.</i></p>	
41	Design, construct and maintain all Stormwater Drainage Works for the development generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, Queensland Urban Drainage Manual.	Prior to the commencement of any stormwater works and at all times thereafter
42	Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the stormwater drainage system has been designed and constructed in accordance with the conditions of this approval and any other relevant approval issued by the Assessment Manager.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first
WATER		
43	Connect the development to Council's reticulated water network.	Prior to commencement of use and at all times thereafter
44	Submit to Council for endorsement, an Impact Assessment Statement prepared by a Registered Professional Engineer of Queensland (RPEQ), including a report and hydraulic modelling of the existing water supply network and the proposed development. The report is to demonstrate there is sufficient capacity to adequately service the site without adversely affecting the existing water supply network. The report should identify any servicing capacity issues and recommend any necessary network upgrades / augmentation (if required) to accommodate the development. Any external upgrade / augmentation works identified as part of the modelling are to be undertaken at the cost of the applicant.	Prior to site / operational / building work commencing
45	Submit to Council for endorsement, detailed engineering plans for all water supply and connection works certified by a Registered Professional Engineer of Queensland (RPEQ). The plans are to be generally in accordance with the approved plans and the Capricorn Municipal Development Guidelines (CMDG).	Prior to any on-site water supply works commencing
46	Any connections and alterations to Council's live water mains must be completed by Council at the applicant's expense, unless otherwise agreed to in writing by Council.	Prior to commencement of use
47	<p>Provide a metered service, and internal infrastructure as required, to satisfy the fire fighting and water supply demands of the development.</p> <p><i>Note: The Applicant should engage an appropriately qualified hydraulic consultant to assess the suitability of the water supply system to cater for the proposed development, including fire fighting requirements in accordance with the Code for Development works.</i></p>	Prior to commencement of use

NO.	CONDITION	TIMING
48	Design, construct and maintain all Water Supply Works generally in accordance with the relevant standards identified within the Planning Scheme Policy SC4.2 Development Works.	Prior to commencement of use and at all times thereafter
49	Submit As Constructed plans and provide certification from a Registered Professional Engineer Queensland (RPEQ) confirming that the on-site water supply has been provided in accordance with the Capricorn Municipal Development Guidelines and the engineering plans endorsed by council.	Prior to commencement of use
SEWERAGE		
50	The development must be connected to Council's reticulated sewerage network. The site must connect to this network via the sewer main located within the road reserve of Acacia Street in front of the southern adjacent property.	Prior to commencement of use and at all times thereafter
51	Any connections and alterations to Council's live sewer mains must be completed by Council at the applicant's expense, unless otherwise agreed to in writing by Council.	Prior to commencement of use
52	Design, construct and maintain all sewerage works generally in accordance with the relevant standards identified within the Planning Scheme Policy SC4.2 Development Works.	Prior to commencement of use and at all times thereafter
53	Remove all redundant sewer infrastructure, including but not limited to pipes and connection points.	Prior to commencement of use
54	<p>The applicant must undertake all necessary upgrades of Council sewerage infrastructure, including but not be limited to the following:</p> <p>a. installation of the maintenance shaft in Acacia St as the receiving manhole for the development.</p> <p>A separate Works Approval is required to be obtained for this work.</p> <p>Design, construct and maintain all sewerage works generally in accordance with the relevant standards identified within the Planning Scheme Policy SC4.2 Development Works.</p>	Prior to commencement of use
55	Submit to Council for endorsement, detailed engineering plans for all sewerage works certified by a Registered Professional Engineer of Queensland (RPEQ). The plans are to be generally in accordance with the approved plans and the Capricorn Municipal Development Guidelines (CMDG).	Prior to any on-site sewerage works commencing
56	Submit As Constructed plans and provide certification from a Registered Professional Engineer Queensland (RPEQ) confirming that the on-site water supply has been provided in accordance with the Capricorn Municipal Development Guidelines and the engineering plans endorsed by council.	Prior to commencement of use
ROADWORKS		
57	Kerb and channelling must be provided on all road frontages in accordance with the applicable Planning Scheme Codes and the Development Works Planning Scheme Policy.	Prior to commencement of use

NO.	CONDITION	TIMING
58	Repair any damage to existing kerb and channel, footpath or roadway (including removal of concrete slurry from footways, roads, kerb and channel and stormwater gullies and drainage lines) and reinstatement existing traffic signs and pavement markings that have been removed or damaged during any works carried out in association with the approved development.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first
ELECTRICITY AND TELECOMMUNICATIONS		
59	Enter into an agreement with an electricity supplier to provide necessary services to the approved development in accordance with the standards of the relevant service provider.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first
SERVICES AND STRUCTURES		
60	Ensure all existing and proposed utility services and connections (e.g. electricity, telecommunications, water and sewerage) are wholly located within the site or within a suitable easement to the satisfaction of Council.	Prior to commencement of use
LANDSCAPING		
61	All landscaping works must be carried out generally in accordance with approved drawings listed within this Decision Notice.	Prior to commencement of use and to be maintained at all times
62	Establish, maintain and retain all landscaping generally in accordance with the approved drawings. The landscaped areas must be subject to ongoing maintenance and replanting programme (if necessary).	Prior to commencement of use and to be maintained at all times
STREET TREES		
63	Identify, retain and protect the existing street trees unless otherwise agreed in writing with the Assessment Manager. There must be no excavation, filling or storage of materials or <i>plant within the drip line of the street tree(s)</i> .	At all times
WASTE MANAGEMENT		
64	An impervious bin storage area (Bin Enclosure) for the storage of waste receptacles, must be provided in accordance with the following: a. designed so as to prevent the release of contaminants to the environment; b. sufficient to accommodate all refuse containers required by the Assessment Manager for the scale of the development; c. aesthetically screened from the road frontage and adjoining properties by landscaping or constructed screening;	Prior to commencement of use and to be maintained at all times

NO.	CONDITION	TIMING
	d. a suitable hose cock (with backflow prevention) and hoses must be provided at the refuse container area, and wash down to be drained to sewer and fitted with an approved stormwater diversion valve arrangement; and e. must be maintained in a clean and sanitary manner at all times.	
65	Maintain and operate an adequate waste disposal service, including the maintenance of refuse bins and associated storage areas so as not to cause any environmental nuisance.	At all times
66	All waste must be collected by a Council approved commercial contractor within the site. Kerb side collection will not be accepted for the approved development.	At all times
67	Ensure that any potential food / waste sources are covered and collected so that they are not accessible to wildlife.	At all times
68	Store all liquid waste (e.g. oil, waste oil, paint tins, acid drums, batteries etc.) that cannot be disposed of in Council's sewerage system or an on-site industrial waste treatment system in a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage.	At all times
NON-RESIDENT WORKFORCE ACCOMMODATION		
69	The non-resident workers accommodation must only be used for the accommodation of non-resident workers.	At all times
70	Submit to and have approved by Council an Operational Environmental Management Plan. The Plan must include but is not limited to: <ul style="list-style-type: none"> a. House rules and codes of conduct for all staff and occupants; b. Litter control practices; c. Fire prevention practices; d. Complaints procedures and management contact details; e. Emergency procedures; and f. Procedures to ensure all staff and occupants be given and/or all rooms have details of facility rules summarising key information above. 	Prior to commencement of use
71	Undertake the development in accordance with the endorsed Operational Environmental Management Plan.	At all times

ADVICE NOTES

The following notes are included for guidance and information purposes only and do not form part of the assessment manager conditions:

ADVICES		
INFRASTRUCTURE CHARGES		
1	Infrastructure Charges Notice (MCU23-0008) applicable to the approved development is attached to this Decision Notice.	As indicated

ENVIRONMENTAL HARM		
2	<p>The <i>Environmental Protection Act 1994</i> states that a person must not carry out any 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. Environmental harm includes environmental nuisance. In this regard persons and entities, involved in the civil, earthworks, construction and operational phases of this development, are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm. Environmental harm is defined by the Act as 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. Therefore, no person should cause any interference with the environment or amenity of the area by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, sediment, oil or otherwise, or cause hazards likely in the opinion of the administering authority to cause undue disturbance or annoyance to persons or affect property not connected with the use.</p>	At all times
STANDARD BUILDING REGULATIONS		
3	<p>This approval does not include assessment against the siting requirements of the Queensland Development Code. Should the approved development require a siting relaxation against the Queensland Development Code, an application for a Siting Variation (Relaxation) must be lodged with and approved by Council as a referral agency for assessable building work.</p> <p><i>Note: This development approval does not commit Council's delegate (Building officer) to approving any setbacks shown on the approved drawings.</i></p>	As indicated
FENCES		
4	Should any existing fence not comply with the requirements of this approval, the existing fence must be replaced in accordance with the requirements of this approval at the applicant's expense.	Prior to commencement of use
5	Fencing should be undertaken in accordance with the provisions of the <i>Neighbourhood Disputes (Dividing Fences and Trees) Act 2011</i> . This includes appropriate mediation practices and agreements regarding the type of materials.	At all times
FOOD ACT REQUIREMENTS		
6	<p>All operators of the approved use will be required to comply with the <i>Food Act 2006</i> and Council's minimum requirements for food premises. All necessary approvals should be obtained from the Environmental Health Services Section of Council prior to commencement of the approved use.</p> <p>Note: <i>For further information about these requirements please contact Council's Environmental Health Services Section on 1300 883 699.</i></p>	At all times

ABORIGINAL CULTURAL HERITAGE		
7	All development should proceed in accordance with the Duty of Care Guidelines under the <i>Aboriginal Cultural Heritage Act 2003</i> . Penalties may apply where duty of care under that act has been breached.	At all times
RATES AND CHARGES		
8	In accordance with the Planning Act 2016, all rates, charges or any expenses being a charge over the subject land under any Act must be paid prior to the Plan of Subdivision being endorsed by the Assessment Manager.	Prior to commencement of use
CONTAMINATED LAND		
9	It is strictly the applicant/owner's responsibility to source information regarding contaminated land from the Department of Resource Management, Contaminated Land section as Council has not conducted detailed studies and does not hold detailed information pertaining to contaminated land.	At all times
HOURS OF WORK		
10	It is the applicant/owner's responsibility to ensure compliance with Section 440R of the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.	At all times
WATER AND SEWERAGE		
11	Connection to water or sewer infrastructure is subject to further approvals. For further information about these requirements, please contact Council's Water and wastewater team on 1300 ISAACS (1300 472 227).	Prior to the commencement of Use
12	Connection to the Water Supply system must be in accordance with Council's standard procedures and conditions for water connections to existing infrastructure. The applicant is to pay all relevant fees for the provision of a new non trunk property service/s and the disconnection of all other existing water services that will become redundant.	Prior to the commencement of Use
WORKS IN ROAD RESERVE		
13	This approval does not represent approval to undertake works in Council's Road Reserve. An Application for Works on Road Corridor/Road Property is required to be lodged with Council when works are proposed to be undertaken within the road reserve.	Prior to any works in the road reserve
FURTHER DEVELOPMENT APPROVALS		
14	Please be advised that the following development permits are required to be obtained before the development can be carried out: a. Building works b. Plumbing Works	Prior to site / operational/ building work commencing

SIGNAGE		
15	Any signage is to be provided in accordance Council's Subordinate Local Law No.14 (Installation of Advertising Devices) 2011.	Prior to the commencement of Use

15. APPLICANT APPLICATION MATERIAL

Document	ECM Document ID
Town Planning Report	
Proposed Plans	5079305
Technical Reports	

16. ATTACHMENTS

Attachment 1 – Draft Decision Notice (inc. Appendices)

ATTACHMENT 1 – DRAFT DECISION NOTICE

Officer:	Michael St Clair
Direct Telephone:	1300 472 227
Our Reference:	MCU23/0008
Your Reference:	220620

[Date]

Sirrom Corporation (Aust.) Pty Ltd,
C/- Adams and Sparkes Town Planning,
PO BOX 1000
Buddina QLD 4557

Dear Sir/Madam

Decision Notice
Economic Development Act 2012

I refer to your application and advise that on [decision date], Council decided to approve the application [in full]/ [in part] subject to conditions.

Details of the decision are as follows:

APPLICATION DETAILS

Application No:	MCU23/0008
Street Address:	28A & 32-34 Acacia Street, Moranbah
Real Property Description:	Lot 1 on CP860074 and Lot 48 on GP814693
Planning Scheme:	Isaac Regional Planning Scheme 2021, Version 1

DECISION DETAILS

Type of Decision:	Approval
Type of Approval:	Priority Development Area Development Permit - Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms)
Date of Decision:	[Decision Date]

CURRENCY PERIOD OF APPROVAL

Unless lawfully extended, the currency period for this development approval is 6 years starting the day that this development approval first took effect (Refer to Section 85 “Lapsing of approval at end of currency period” of the *Planning Act 2016*).

INFRASTRUCTURE

Unless otherwise specified, all assessment manager conditions of this development approval relating to the provision of infrastructure are non-trunk infrastructure conditions for Chapter 4 of the *Planning Act 2016*.

ASSESSMENT MANAGER CONDITIONS

[To be inserted]

ADVICE NOTES

The following notes are included for guidance and information purposes only and do not form part of the assessment manager conditions:

[To be inserted]

REFERRAL AGENCIES

Not applicable.

FURTHER DEVELOPMENT PERMITS REQUIRED

Development Permit for Operational Work (Sewer & water, car parking and access works)

Development Permit for Building Works

Development Permit for Plumbing Works

Work in Road Corridor Permit

SUBMISSIONS

Not applicable.

PROPERTY NOTES

Not applicable.

INCONSISTENCY WITH EARLIER APPROVAL (SECTION 66(2)(B) OR (C) OF THE PLANNING ACT 2016)

Not applicable.

ENVIRONMENTAL AUTHORITY

Not applicable.

RIGHTS OF APPEAL

You are entitled to appeal against this decision. A copy of the relevant appeal provisions from the *Economic Development Act 2012* is attached.

OTHER DETAILS

If you wish to obtain more information about Council's decision, please contact Michael St Clair, Manager Liveability and Sustainability on 1300 472 227 or email liveability.sustainability@isaac.qld.gov.au

Yours faithfully

MICHAEL ST CLAIR

Manager Liveability & Sustainability

(on behalf of Cale Dendle, Chief Executive Officer)

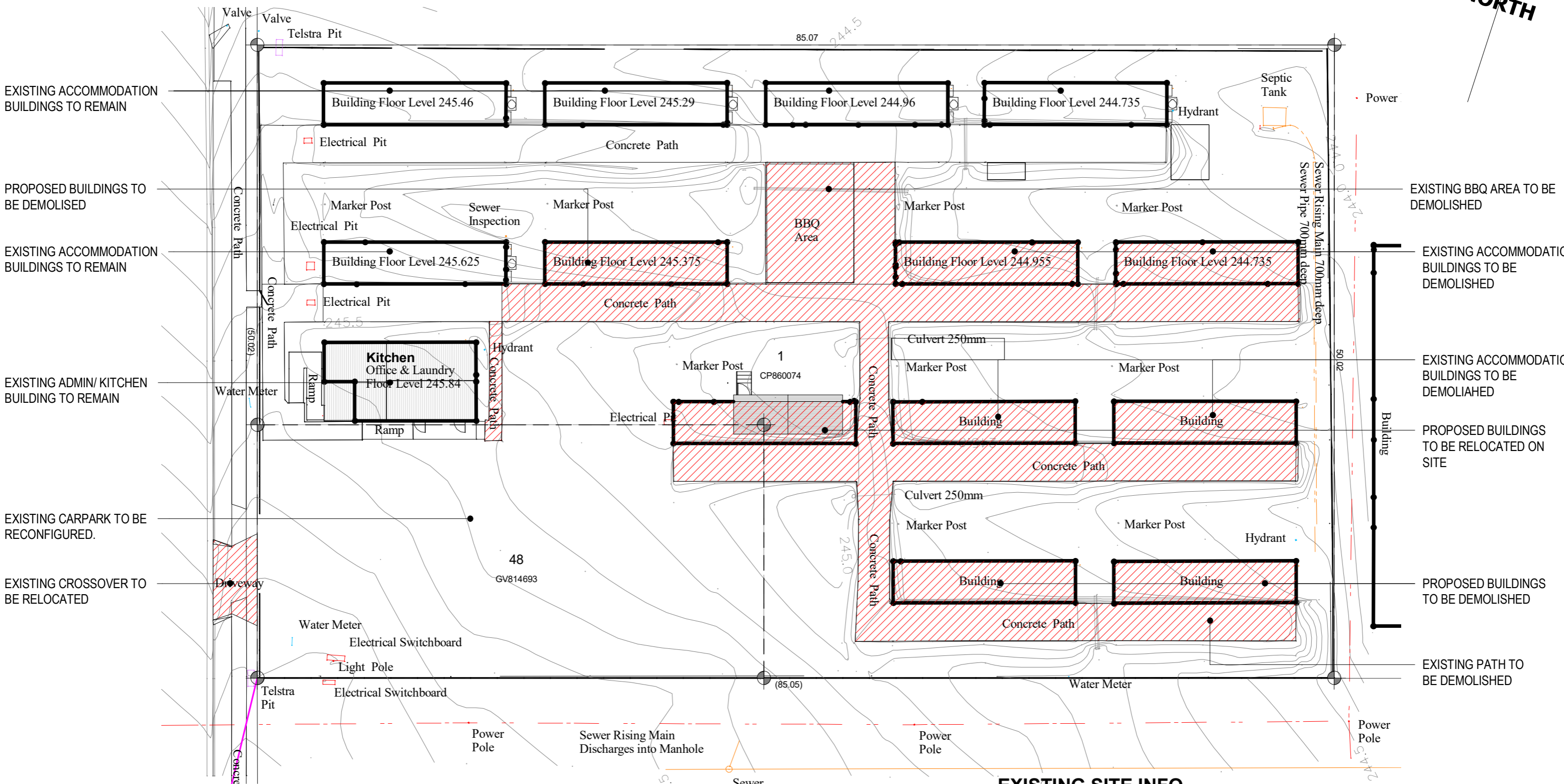
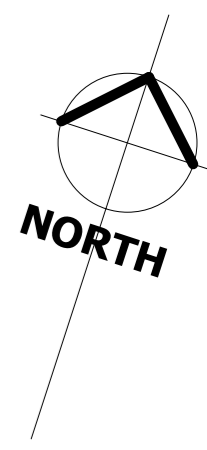
Enc:

Appendix 1 – Approved Plans / Documents

Appendix 2 - Appeal Rights

Appendix 3 - Adopted Infrastructure Charges Notice

cc medqdelegations@dsmip.qld.gov.au



EXISTING ACCOMMODATION BUILDINGS TO REMAIN

PROPOSED BUILDINGS TO BE DEMOLISHED

EXISTING ACCOMMODATION BUILDINGS TO REMAIN

EXISTING ADMIN/ KITCHEN BUILDING TO REMAIN

EXISTING CARPARK TO BE RECONFIGURED.

EXISTING CROSSOVER TO BE RELOCATED

EXISTING BBQ AREA TO BE DEMOLISHED

EXISTING ACCOMMODATION BUILDINGS TO BE DEMOLISHED

EXISTING ACCOMMODATION BUILDINGS TO BE DEMOLISHED

PROPOSED BUILDINGS TO BE RELOCATED ON SITE

PROPOSED BUILDINGS TO BE DEMOLISHED

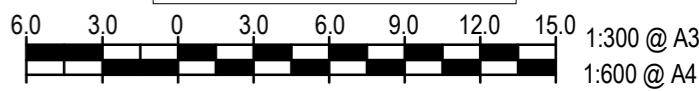
EXISTING PATH TO BE DEMOLISHED

EXISTING SITE INFO

LOT 1 ON CP960074 & LOT 48 ON GV814693

TOTAL SITE AREA	4,254.71m ²
- EXISTING BUILDING AREA	692.4m ²
- CARPARKING	863m ²
- OPEN AREA/ PATHS	2,699.31m ²
- SITE COVER	16.27%

NOT FOR CONSTRUCTION



SK - EXISTING SITE PLAN/ DEMOLITION PLAN
1 : 300@A3

NOTE:
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PROJECT : PROPOSED RENOVATIONS TO ACCOMMODATION FACILITY
CLIENT : SIRROM CORPORATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744

ANDRE MELVILLE BUILDING DESIGN & DRAFTING SERVICES
P.O BOX 8, LABRADOR, QLD 4814
P: 0498 001 535
E: admin@ambd.com.au
www.ambd.com.au

QBC No. 1222804
ABN No. 37 155 932 675

ENDORSED Sustainable Building Designer
Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	EXISTING SITE PLAN
A	SITE CONCEPT LAYOUT	07/04/22	DRAWN	AM	22-106 - SK-02 - D
B	UPDATED SKETCH PLANS	11/04/22	DATE	NOV 2018	
C	REVISED BUILDING AND CARPARKING LAYOUT	23/10/22	SCALE	A3 As indicated	
D	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23	ISSUED	26/01/23	



EXISTING ACOUSTIC FENCE

PROPOSED NEW FRONT FENCE

PROPOSED ENTRY GATE

PROVIDE BOLLARD

SITE TRIANGLE

PROPOSED NEW CROSSOVER LOCATION

SITE TRIANGLE

PROPOSED NEW SEALED CAR PARK

ZONE OF EXISTING SITE SERVICES

MOTORBIKE PARKING

PROPOSED NEW ACOUSTIC FENCE

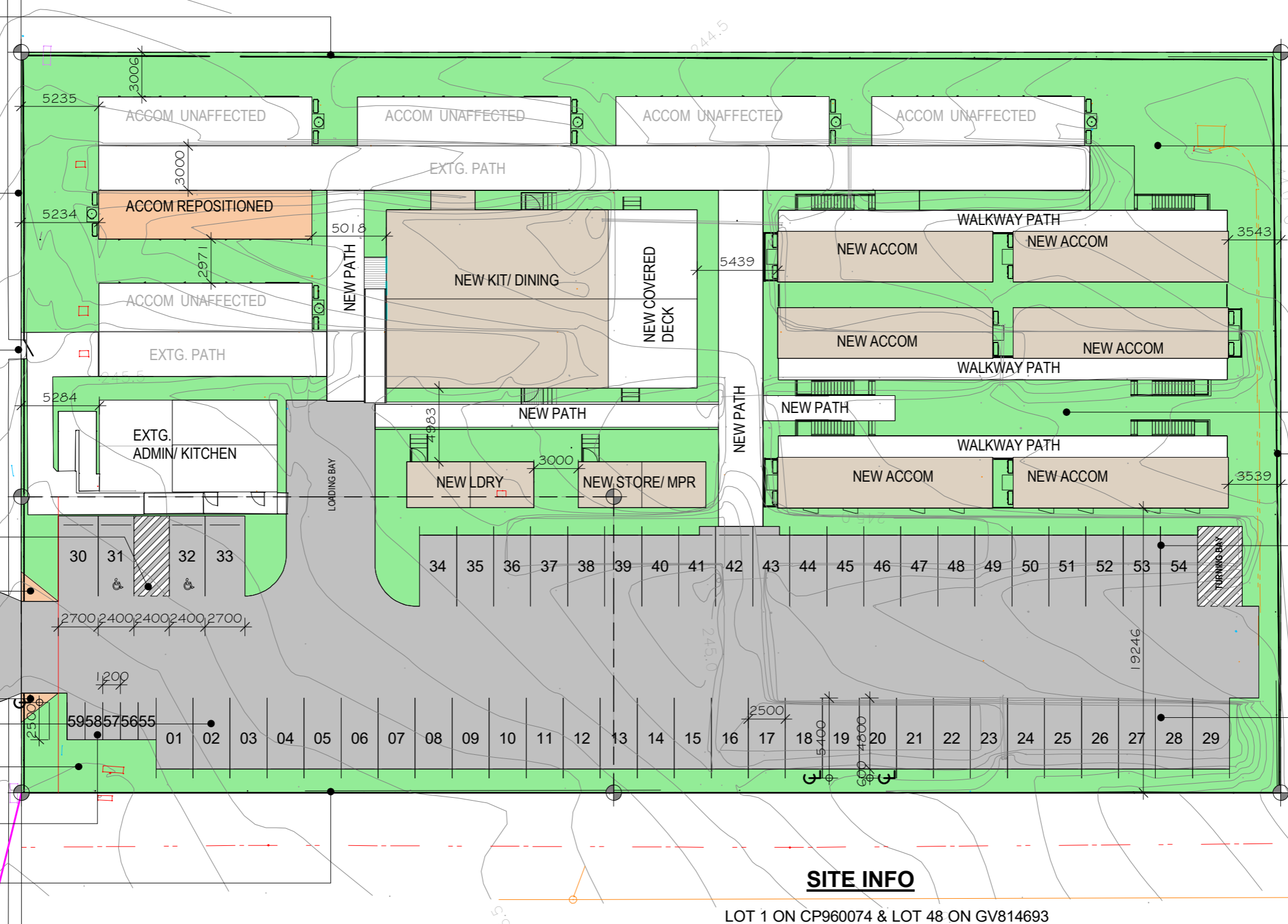
COMMUNAL AREA

COMMUNAL AREA

EXISTING ACOUSTIC FENCE

REVERSE IN PARKING BAYS ONLY WITH 600mm OVERHANG

REVERSE IN PARKING BAYS ONLY WITH 600mm OVERHANG

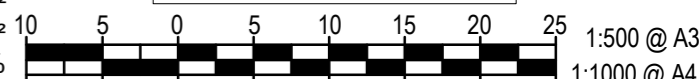


SITE INFO

LOT 1 ON CP960074 & LOT 48 ON GV814693

TOTAL SITE AREA	4,254.71m ²
- EXISTING BUILDING TO REMAIN ARE	312.2m ²
- NEW PROPOSED BUILDING AREA	536m ²
- CARPARKING	1,318m ²
- OPEN AREA/ PATHS	2,088.5m ²
- SITE COVER	19.93%

NOT FOR CONSTRUCTION



CP-MASTER OVERALL SITE PLAN
1 : 300@A3

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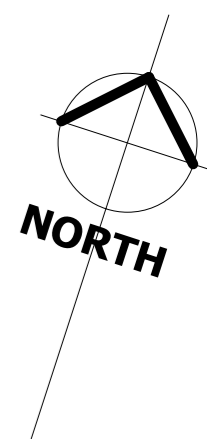
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ABN No. 37 155 932 675



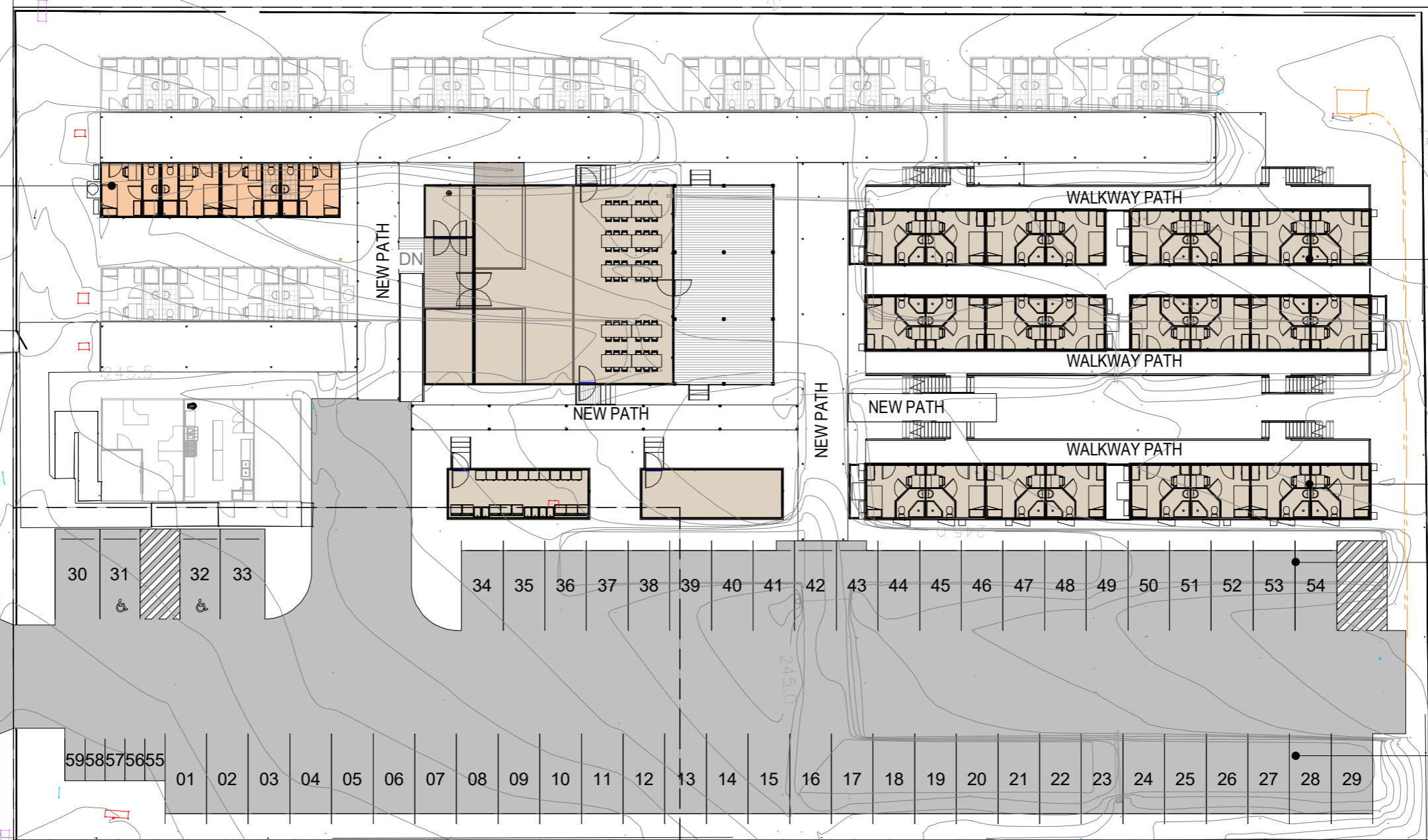
No.	Description	Date
A	SITE CONCEPT LAYOUT	07/04/22
B	UPDATED SKETCH PLANS	11/04/22
C	REVISED BUILDING AND CARPARKING LAYOUT	23/10/22
D	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23
E	REVISED CARPARK AREA	12/05/24
F	REVISED CARPARK NUMBERS	20/11/24

DESIGNED	AM	DATE
DRAWN	AM	NOV 2018
SCALE	A3	As indicated
ISSUED		20/11/24

PROPOSED NEW MASTER PLAN
22-106 - SK-03 - F



PROPOSED RELOCATED ACCOMMODATION



PROPOSED NEW 2 STORY ACCOMMODATION

PROPOSED NEW 2 STORY ACCOMMODATION

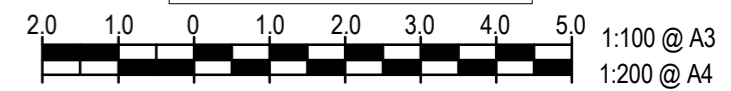
REVERSE IN PARKING BAYS ONLY WITH 600mm OVERHANG

REVERSE IN PARKING BAYS ONLY WITH 600mm OVERHANG

SITE-GROUND FLOOR STAGE 1

1 : 300@A3

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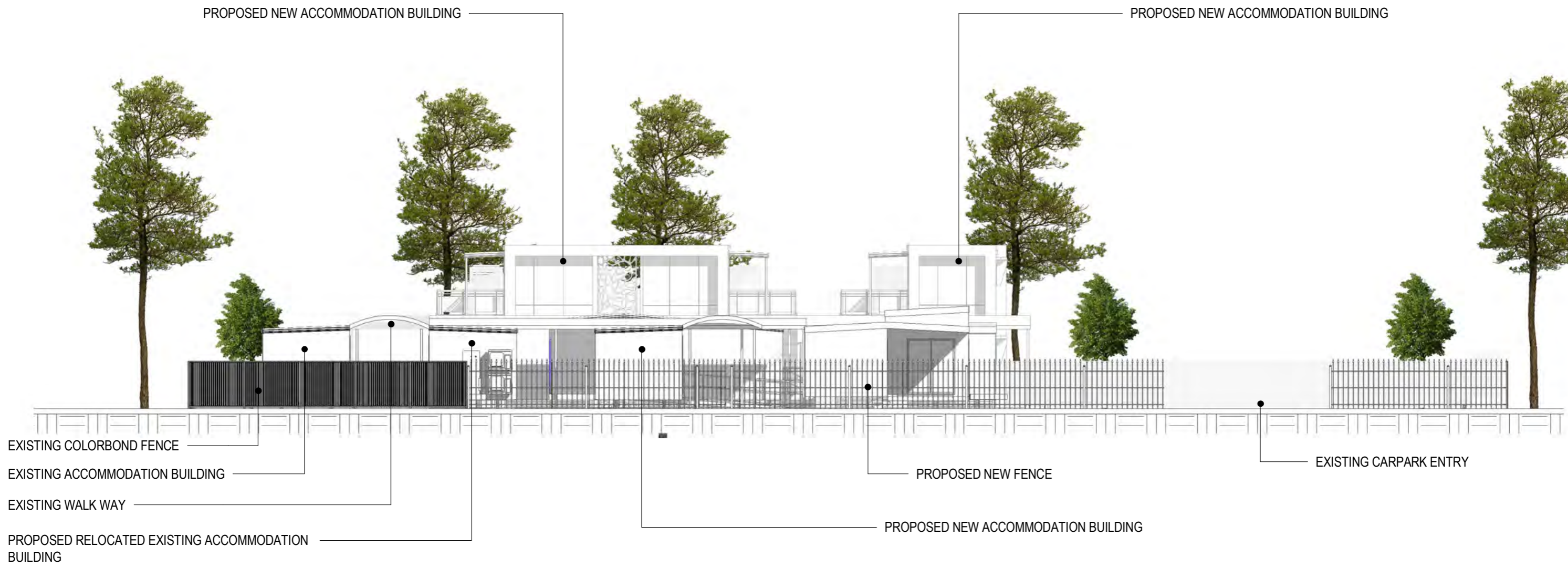


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No.	Description	Date
A	UPDATED SKEET PLANS	11/04/22
B	REVISED BUILDINGS AND CARPARKING LAYOUT	23/10/22
C	REVISED CARPARK AREA	12/05/24
D	REVISED CARPARK NUMBERS	20/11/24

DESIGNED	Designer	DATE	SCALE	ISSUED
Author	Author	04/07/22	A3 1:300	20/11/24

STAGE 1 FLOOR PLAN
22-106 - SK-04 - D



STREET ELEVATION

1 : 150@A3

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No.	Description	Date
A	RFI ISSUE PLANS	18/04/24

DESIGNED	Designer
DRAWN	Author
DATE	04/25/23
SCALE	A3 1 : 150
ISSUED	18/04/24

STREET SCAPE	
22-106 - SK-05 - A	



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CLIENT : SIRROM CORPORATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	PERSPECTIVE
A	UPDATED SKEET PLANS	11/04/22	DRAWN	AM	
B	REVISED BUILDINGS AND CARPARKING LAYOUT	23/10/22	DATE	NOV 2018	
C	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23	SCALE	A3	
D	RFI ISSUE PLANS	18/04/24	ISSUED	18/04/24	22-106 - SK-06 - D

2011/2024 7:02:46 AM



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LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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ENDORSED
 Sustainable Building Designer

No.	Description	Date	DESIGNED	AM	PERSPECTIVE
A	UPDATED SKEET PLANS	11/04/22	DRAWN	AM	
B	REVISED BUILDING AND CARPARKING LAYOUT	23/10/22	DATE	NOV 2018	
C	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23	SCALE	A3	
D	RFI ISSUE PLANS	18/04/24	ISSUED	18/04/24	22-106 - SK-07 - D

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No.	Description	Date	DESIGNED	AM	PERSPECTIVE
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C	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23	SCALE	A3	
D	RFI ISSUE PLANS	18/04/24	ISSUED	18/04/24	
					22-106 - SK-08 - D

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PROJECT : PROPOSED RENOVATIONS TO ACCOMMODATION FACILITY
CLIENT : SIRROM CORPORATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



QBCC No. 1222804
 ABN No. 37 156 932 675

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Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	PERSPECTIVE
A	UPDATED SKEET PLANS	11/04/22	DRAWN	AM	
B	REVISED BUILDINGS AND CARPARKING LAYOUT	23/10/22	DATE	NOV 2018	
C	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23	SCALE	A3	
D	RFI ISSUE PLANS	18/04/24	ISSUED	18/04/24	22-106 - SK-09 - D

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LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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No.	Description	Date
A	UPDATED SKEET PLANS	11/04/22
B	REVISED BUILDING AND CARPARKING LAYOUT	23/10/22
C	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23
D	RFI ISSUE PLANS	18/04/24

DESIGNED	AM	PERSPECTIVE
DRAWN	AM	
DATE	NOV 2018	22-106 - SK-10 - D
SCALE	A3	
ISSUED	18/04/24	

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LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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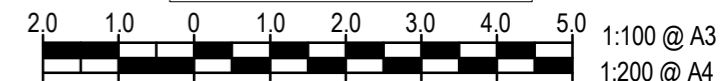
Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	PERSPECTIVE
A	UPDATED SKEET PLANS	11/04/22	DRAWN	AM	
B	REVISED BUILDINGS AND CARPARKING LAYOUT	23/10/22	DATE	NOV 2018	
C	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23	SCALE	A3	
D	RFI ISSUE PLANS	18/04/24	ISSUED	18/04/24	22-106 - SK-11 - D

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LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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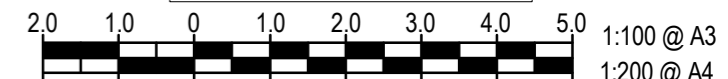
Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	Designer	PERSPECTIVE 22-106 - SK-12 - A
A	RFI ISSUE PLANS	18/04/24	DRAWN	Author	
			DATE	04/17/24	
			SCALE	A3	
			ISSUED	18/04/24	

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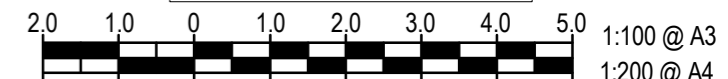
Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	Designer	PERSPECTIVE 22-106 - SK-13 - A
A	RFI ISSUE PLANS	18/04/24	DRAWN	Author	
			DATE	04/17/24	
			SCALE	A3	
			ISSUED	18/04/24	

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LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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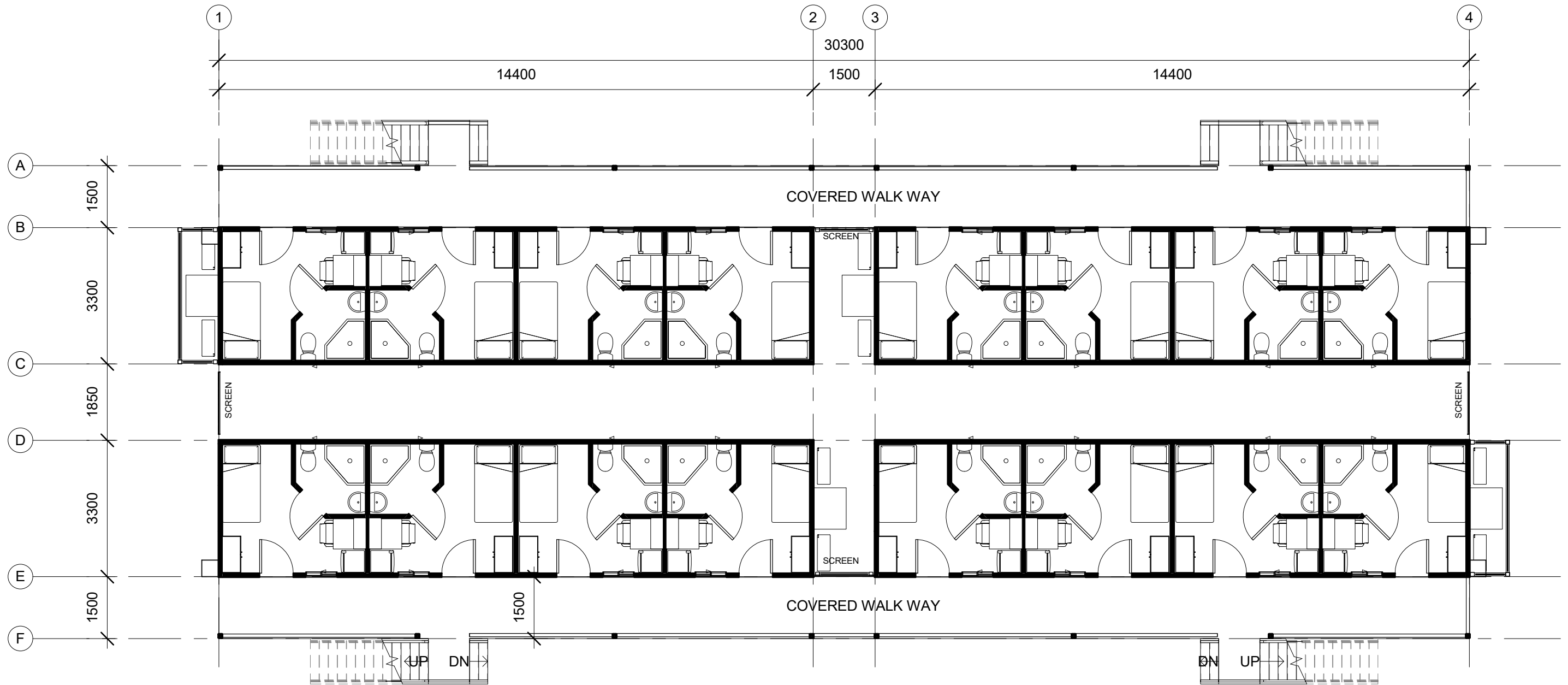
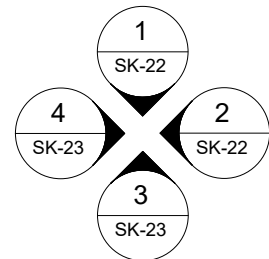


No.	Description	Date
A	RFI ISSUE PLANS	18/04/24

DESIGNED	Designer	DATE	SCALE	ISSUED	Author	22-106 - SK-14 - A
		04/17/24	A3	18/04/24		

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TWO STORY ACCOMMODATION BUILDING



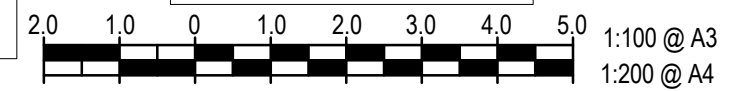
GF MODULES	190m ²
FF MODULES	190m ²
GF DECK	90.5m ²
FF DECK	90.5m ²
TOTAL m²	561m²

GROUND FLOOR
1 : 100 @ A3

NOTE: THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOTE: TOTAL LENGTH OF BUILDING NOT TO EXCEED 45M. ALL SOME ALARMS MUST BE INTERCONNECTED.

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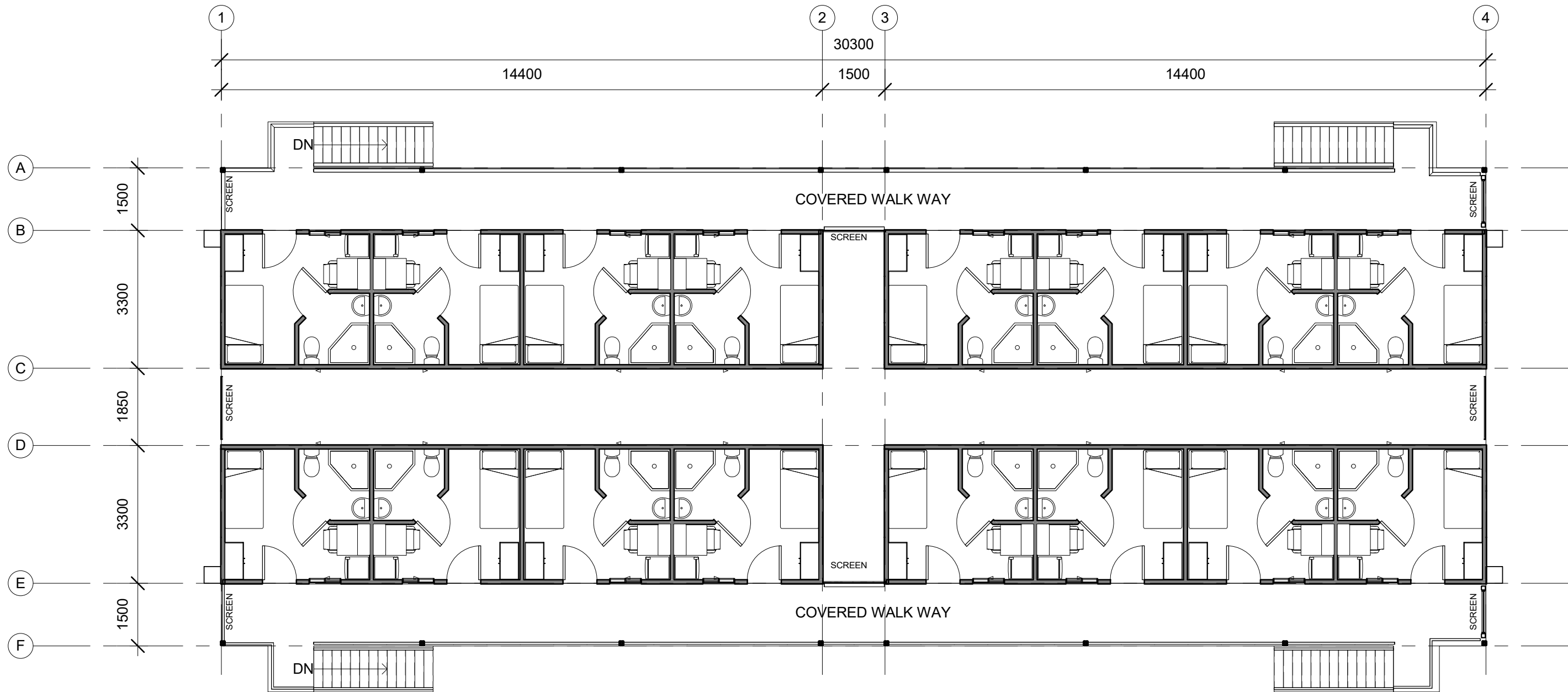
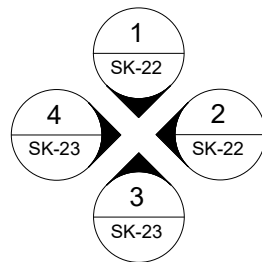
PROJECT : PROPOSED RENOVATIONS TO ACCOMMODATION FACILITY
CLIENT : SIRROM CORPERATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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No.	Description	Date
A	DA ISSUE PLANS	25/04/23
B	RFT ISSUE PLANS	18/04/24

DESIGNED	AM	2 STORY ACCOMMODATION GROUND FLOR PLAN
DRAWN	AM	
DATE	APRIL 2022	
SCALE	A3 1 : 100	
ISSUED	18/04/24	22-106 - SK-20 - B



GF MODULES	190m ²
FF MODULES	190m ²
GF DECK	90.5m ²
FF DECK	90.5m ²
TOTAL m²	561m²

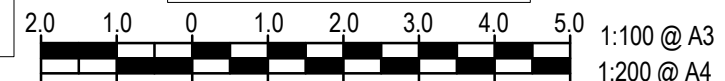
FIRST FLOOR

1 : 100 @ A3

NOTE: THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOTE: TOTAL LENGTH OF BUILDING NOT TO EXCEED 45M. ALL SOME ALARMS MUST BE INTERCONNECTED.

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LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744

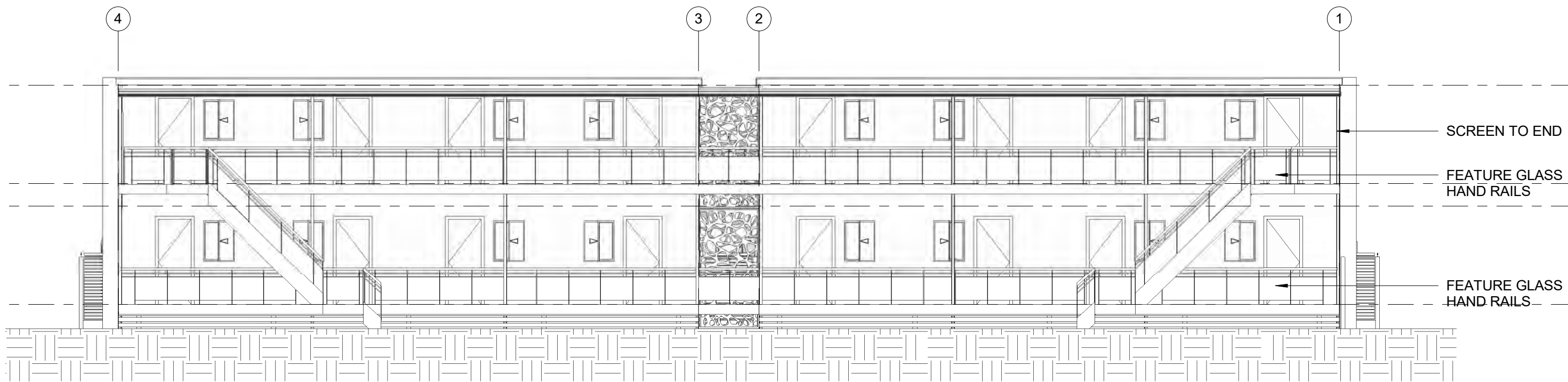


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



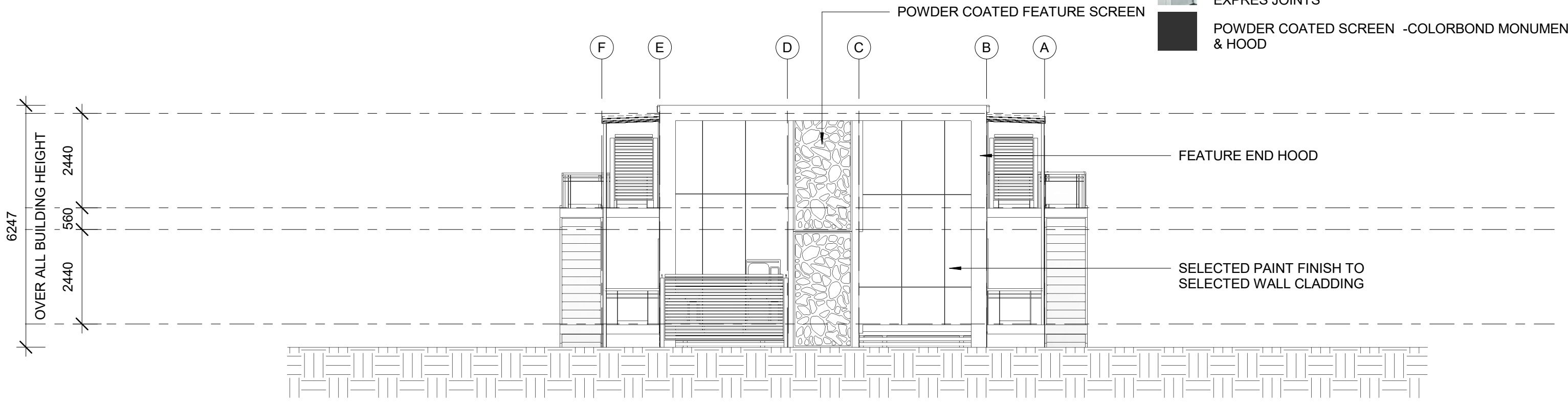
No.	Description	Date
A	DA ISSUE PLANS	25/04/23
B	RFT ISSUE PLANS	18/04/24

DESIGNED	AM	2 STORY 8 MODUEL ACCOMMODATION FIRST FLOOR PLAN
DRAWN	AM	
DATE	APRIL 2022	
SCALE	A3 1 : 100	
ISSUED	18/04/24	22-106 - SK-21 - B



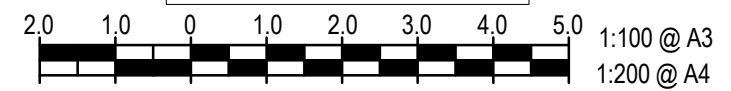
1 North
SK-20 1 : 100 @ A3

-  COLORBOND CLADDING - COLORBOND CLADDING
-  MATRIX PANEL WITH EXPRES JOINTS - DULUX VIVID WHITE
-  POWDER COATED SCREEN - COLORBOND MONUMENT & HOOD



2 East
SK-20 1 : 100 @ A3

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LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744

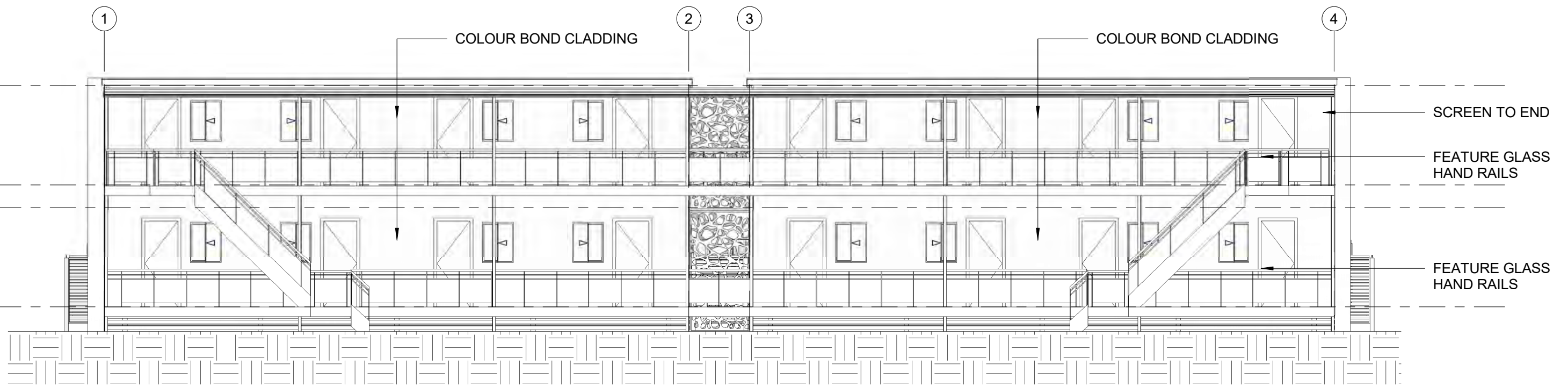


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ABN No. 37 155 932 675




No.	Description	Date
A	DA ISSUE PLANS	25/04/23
B	RFI ISSUE PLANS	18/04/24

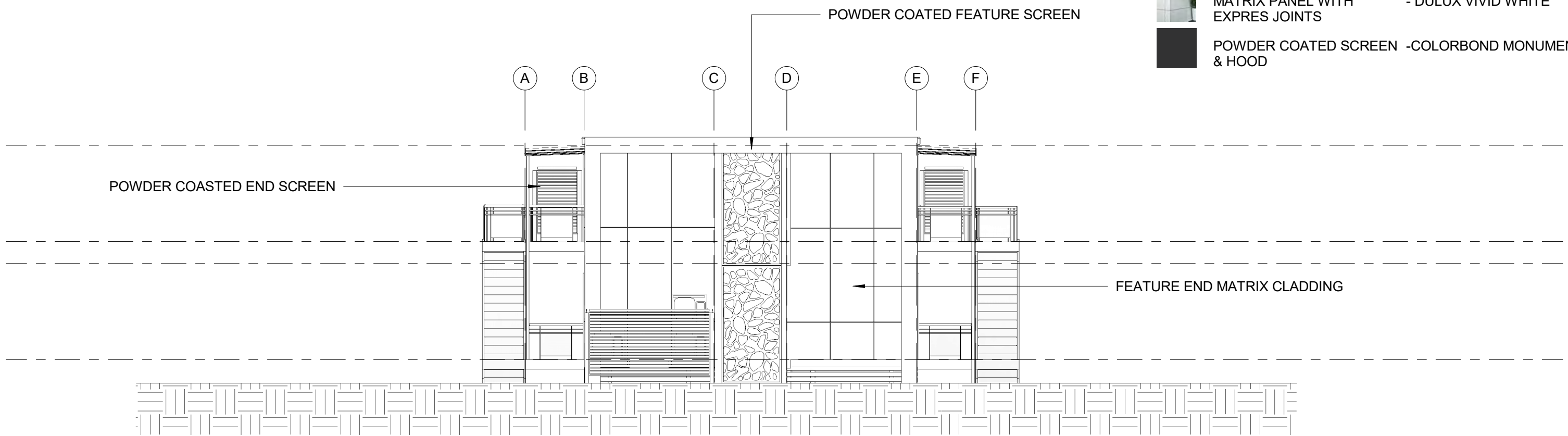
DESIGNED:	AM	2 STORY 8 MODUEL ACCOMMODATION ELEVATIONS
DRAWN:	AM	
DATE:	APRIL 2022	
SCALE:	A3 1 : 100	
ISSUED:	18/04/24	22-106 - SK-22 - B





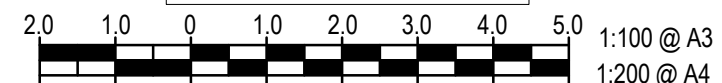
3 South
SK-20 1:100 @ A3

-  COLORBOND CLADDING - COLORBOND CLADDING
-  MATRIX PANEL WITH EXPRES JOINTS - DULUX VIVID WHITE
-  POWDER COATED SCREEN & HOOD - COLORBOND MONUMENT & HOOD



4 West
SK-20 1:100 @ A3

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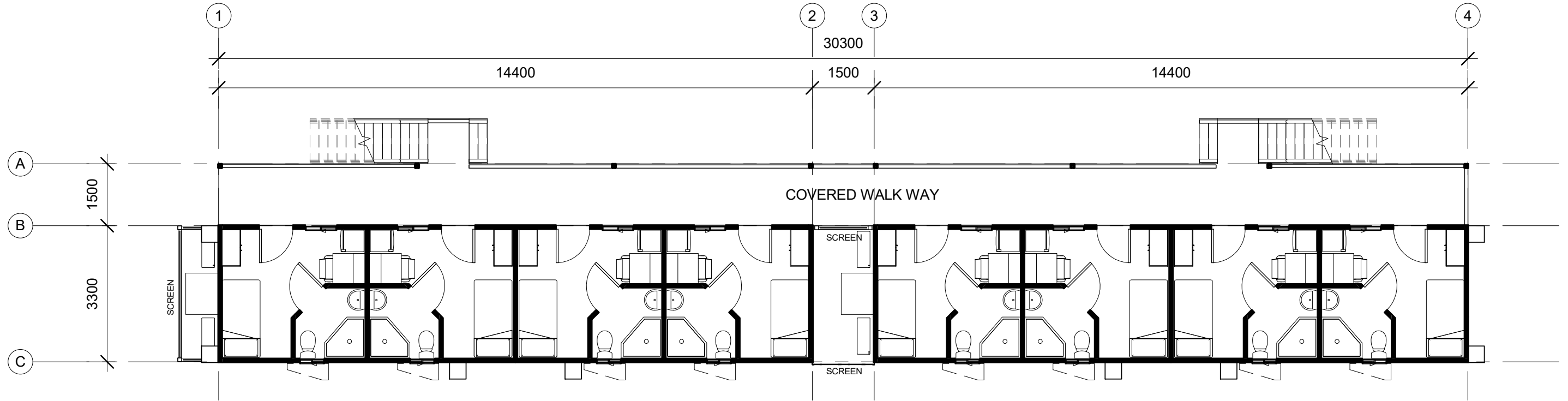
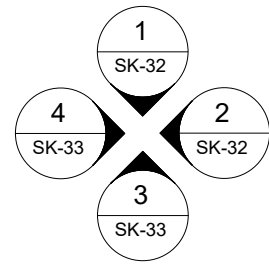


No.	Description	Date
A	DA ISSUE PLANS	25/04/23
B	RFI ISSUE PLANS	18/04/24

DESIGNED	AM	2 STORY 8 MODUEL ACCOMMODATION ELEVATIONS
DRAWN	AM	
DATE	APRIL 2022	
SCALE	A3 1:100	
ISSUED	18/04/24	22-106 - SK-23 - B

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TWO STORY ACCOMMODATION BUILDING



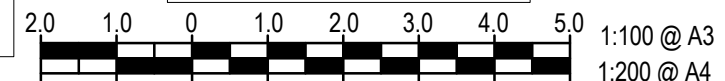
GF MODULES	95m ²
FF MODULES	95m ²
GF DECK	45.25m ²
FF DECK	45.25m ²
TOTAL m²	280.5m²

Ground Floor
1 : 100 @ A3

NOTE: THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOTE: TOTAL LENGTH OF BUILDING NOT TO EXCEED 45M. ALL SOME ALARMS MUST BE INTERCONNECTED.

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No.	Description	Date
A	DA ISSUE PLANS	25/04/23
B	RFT ISSUE PLANS	18/04/24

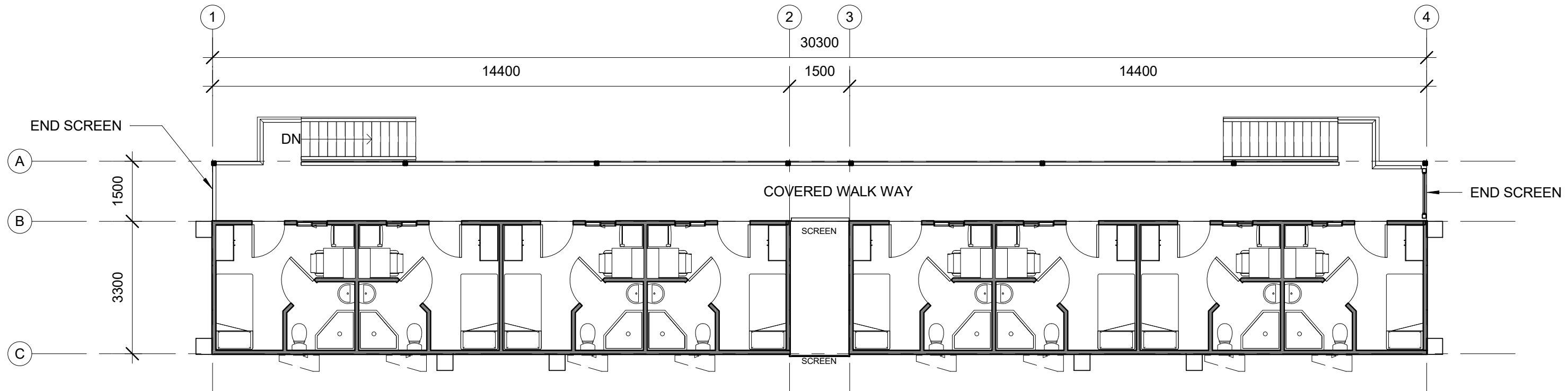
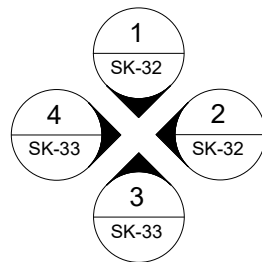
DESIGNED	AM
DRAWN	AM
DATE	APRIL 2022
SCALE	A3 1 : 100
ISSUED	18/04/24

2 STORY 4 MODULE ACCOMMODATION GROUND FLOOR PLAN
19-102 - SK-30 - B

QBCC No. 1222804
ABN No. 37 155 932 675

Townsville - Brisbane - Goldcoast

18/04/2024 8:23:07 PM



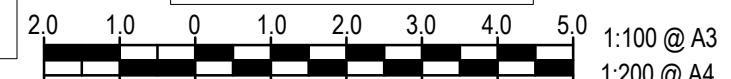
GF MODULES	95m ²
FF MODULES	95m ²
GF DECK	45.25m ²
FF DECK	45.25m ²
TOTAL m²	280.5m²

Level 1
1 : 100 @ A3

NOTE: THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

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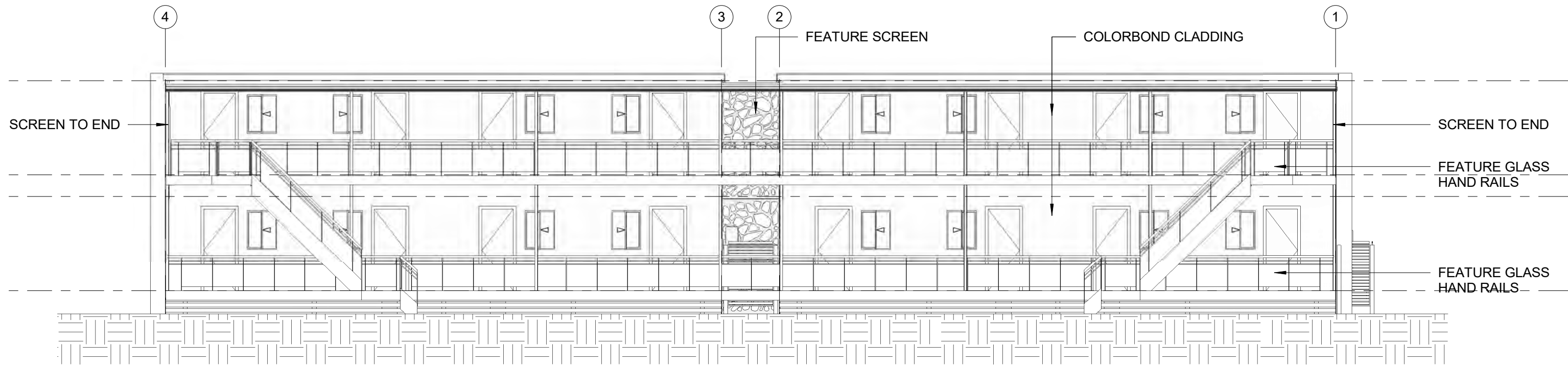


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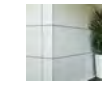

No.	Description	Date
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B	RFT ISSUE PLANS	18/04/24

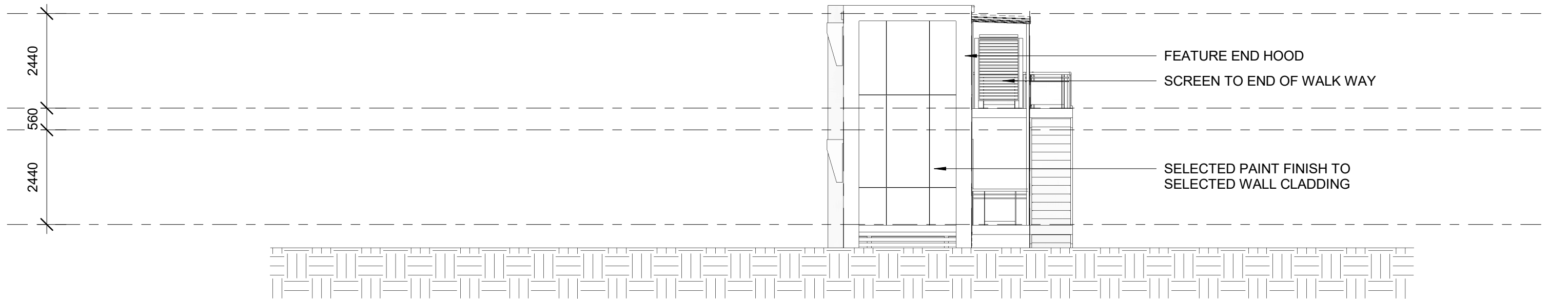
DESIGNED	AM
DRAWN	AM
DATE	APRIL 2022
SCALE	A3 1 : 100
ISSUED	18/04/24

2 STORY 4 MODUEL ACCOMMODATION FIRST FLOR PLAN
19-102 - SK-31 - B



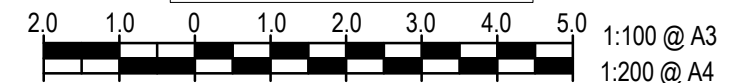
1 ELEVATION 1
SK-30 1 : 100 @ A3

-  COLORBOND CLADDING - COLORBOND CLADDING
-  MATRIX PANEL WITH EXPRES JOINTS - DULUX VIVID WHITE
-  POWDER COATED SCREEN - COLORBOND MONUMENT & HOOD



2 ELEVATION 2
SK-30 1 : 100 @ A3

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CLIENT : SIRROM CORPERATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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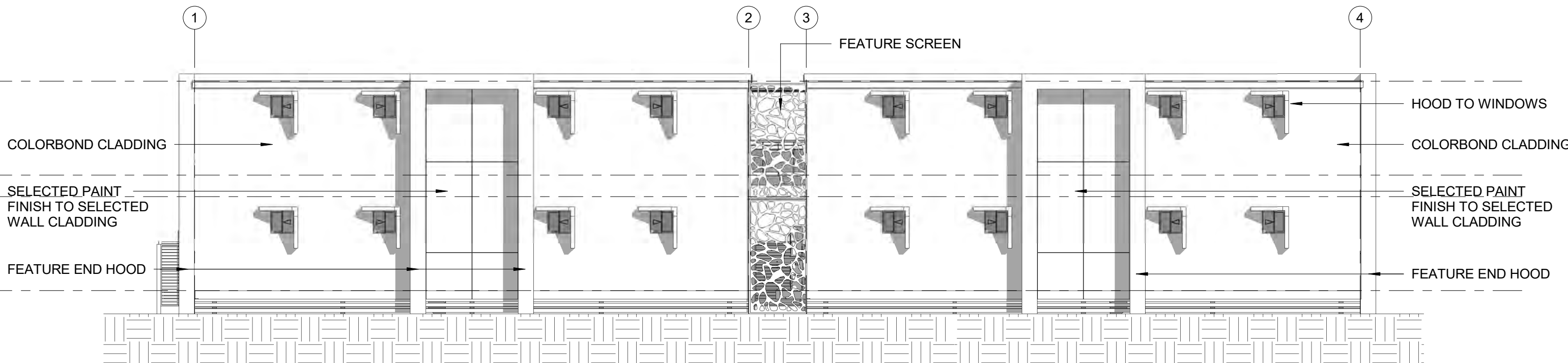
Page 480






No.	Description	Date
A	DA ISSUE PLANS	25/04/23
B	RFI ISSUE PLANS	18/04/24

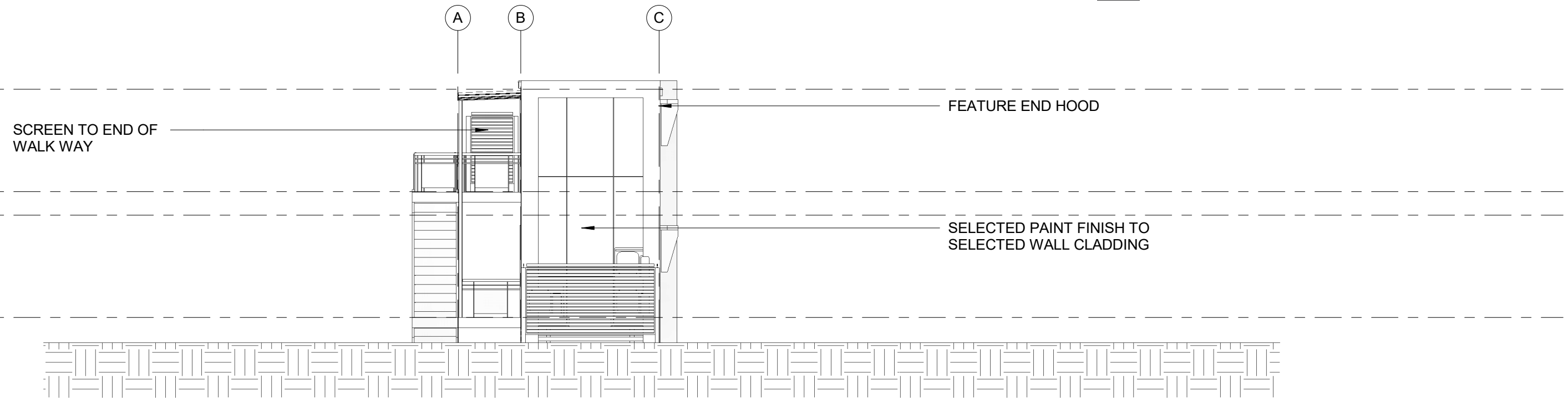
DESIGNED	AM	2 STORY 4 MODUEL ACCOMMODATION ELEVATIONS
DRAWN	AM	
DATE	APRIL 2022	
SCALE	A3 1 : 100	
ISSUED	18/04/24	19-102 - SK-32 - B

18/04/2024 8:23:11 PM

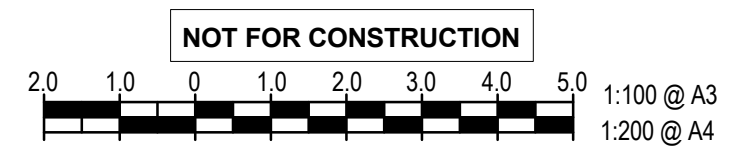


3 ELEVATION 3
SK-30 1 : 100 @ A3

-  COLORBOND CLADDING - COLORBOND CLADDING
-  MATRIX PANEL WITH EXPRES JOINTS - DULUX VIVID WHITE
-  POWDER COATED SCREEN - COLORBOND MONUMENT & HOOD



4 ELEVATION 4
SK-30 1 : 100 @ A3



NOTE:
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PROJECT : PROPOSED RENOVATIONS TO ACCOMMODATION FACILITY
CLIENT : SIRROM CORPERATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



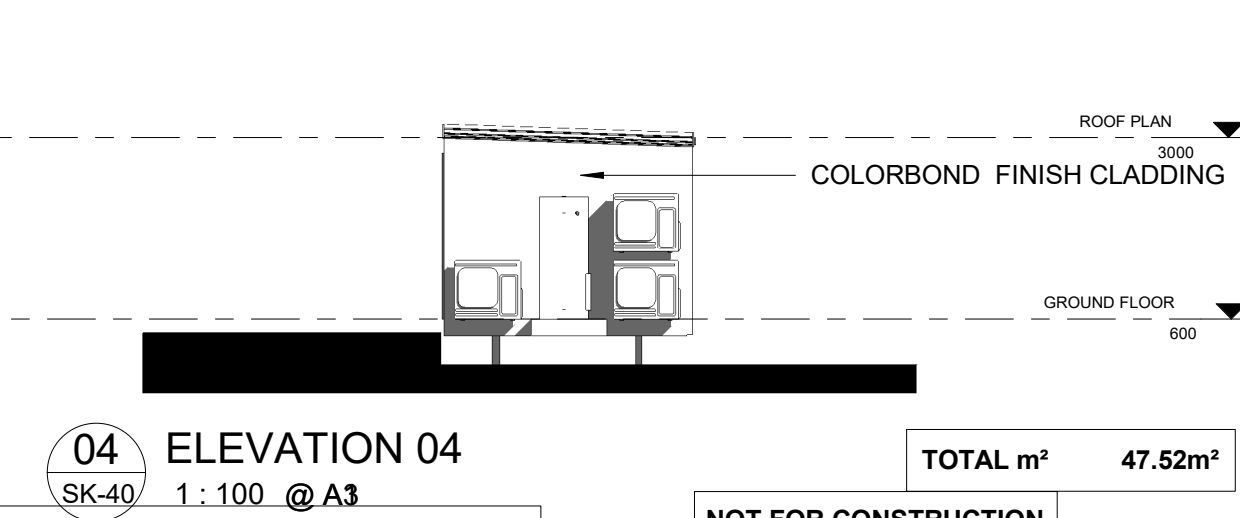
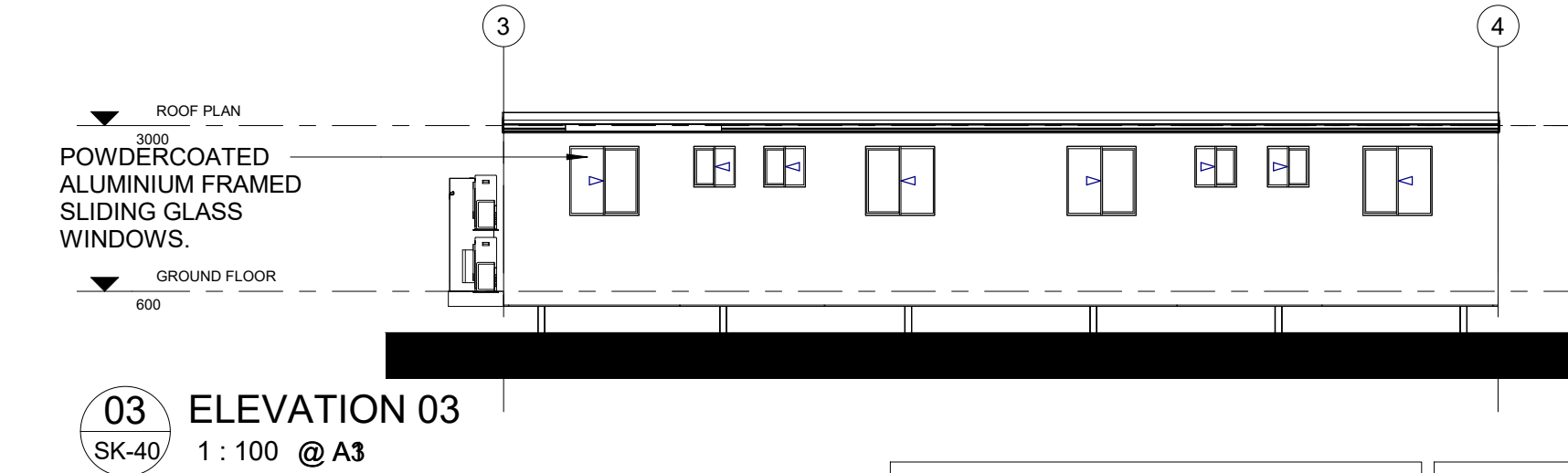
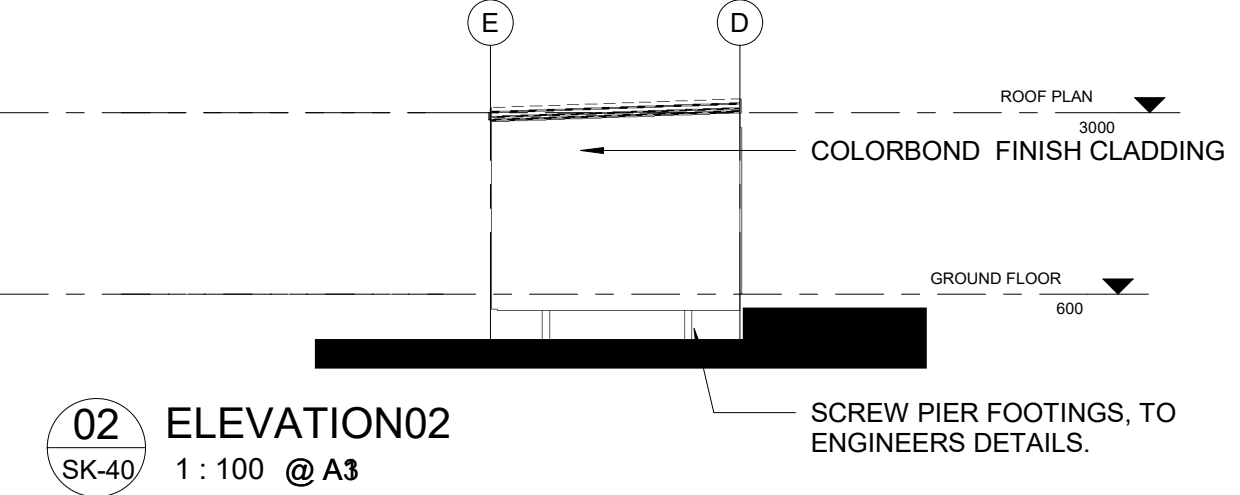
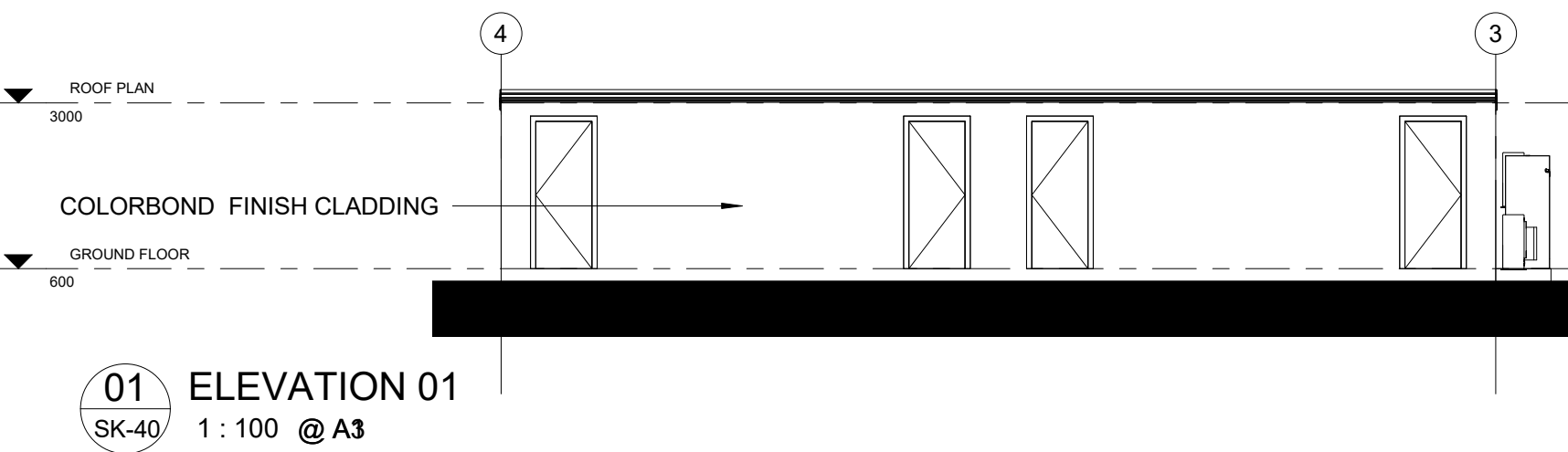
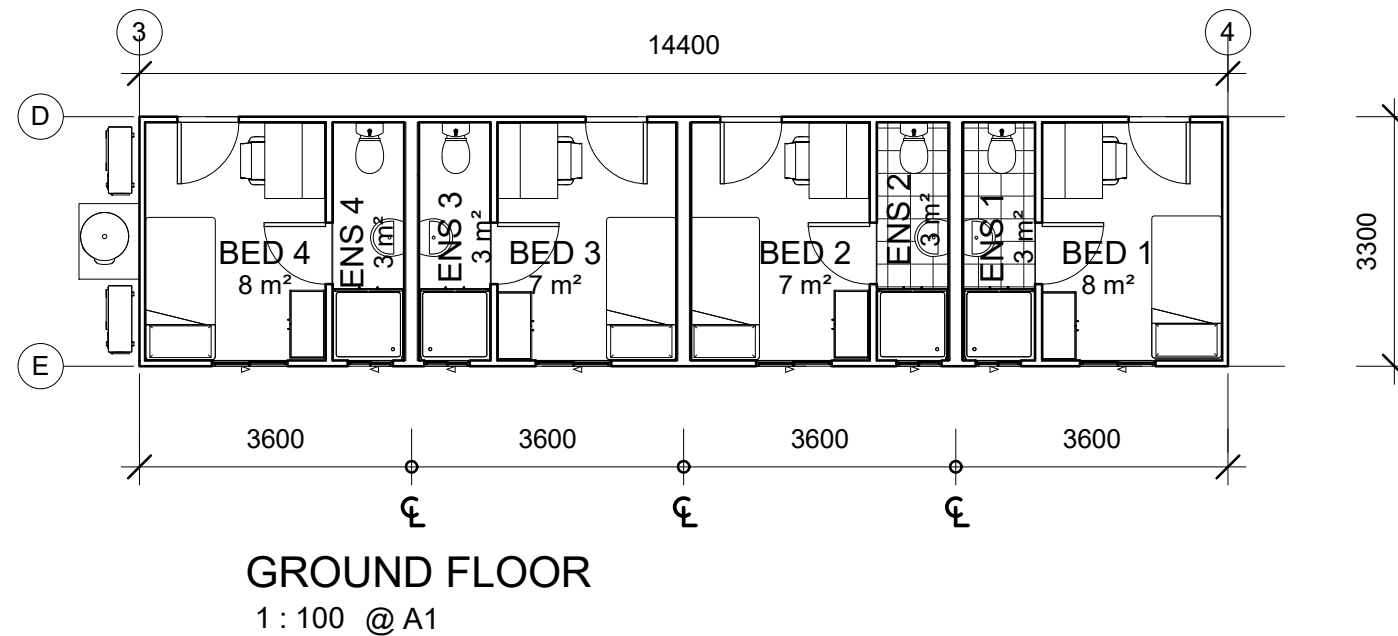
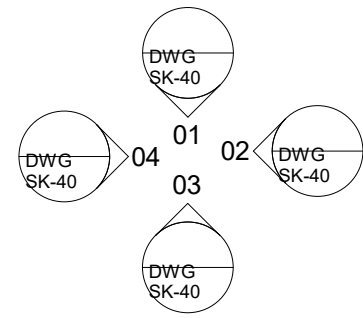
ANDRE MELVILLE BUILDING DESIGN & DRAFTING SERVICES
P.O BOX 8, LABRADOR, QLD 4814
0498 001 535
E-MAIL: admin@ambd.com.au
www.ambd.com.au
QBCC No. 1222804
ABN No. 37 155 932 675

ENDORSED
Sustainable Building Designer
Townsville - Brisbane - Goldcoast

No.	Description	Date
A	DA ISSUE PLANS	25/04/23
B	RFT ISSUE PLANS	18/04/24

DESIGNED	AM	2 STORY 4 MODUEL ACCOMMODATION ELEVATIONS
DRAWN	AM	
DATE	APRIL 2022	
SCALE	A3 1 : 100	
ISSUED	18/04/24	19-102 - SK-33 - B

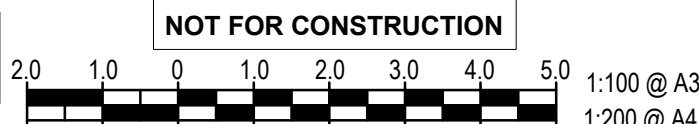
EXISTING/ RELOCATED 4 BED ACCOMMODATION



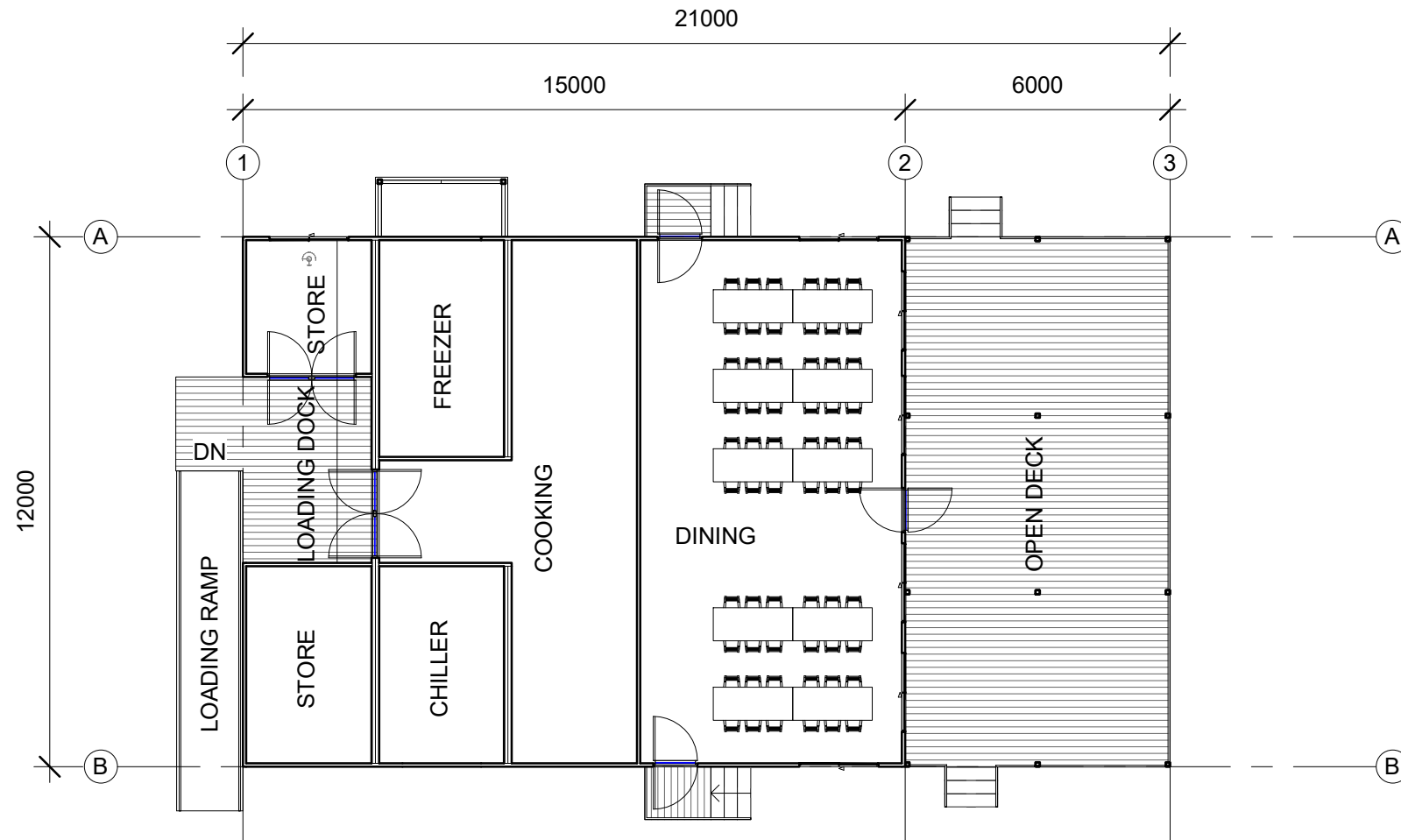
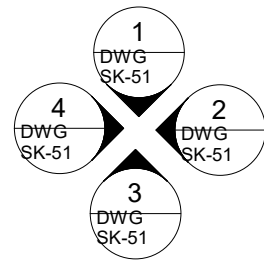
TOTAL m² 47.52m²

NOTE: THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOTE: TOTAL LENGTH OF BUILDING NOT TO EXCEED 45M. ALL SOME ALARMS MUST BE INTERCONNECTED.



DINING/ KITCHEN BUILDING



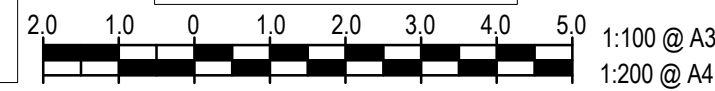
KITCHEN	180m ²
DECK	72m ²
TOTAL m²	252m²

FLOOR PLAN

1 : 150 @ A3

NOTE: THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOT FOR CONSTRUCTION



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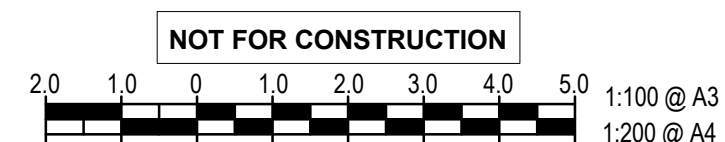
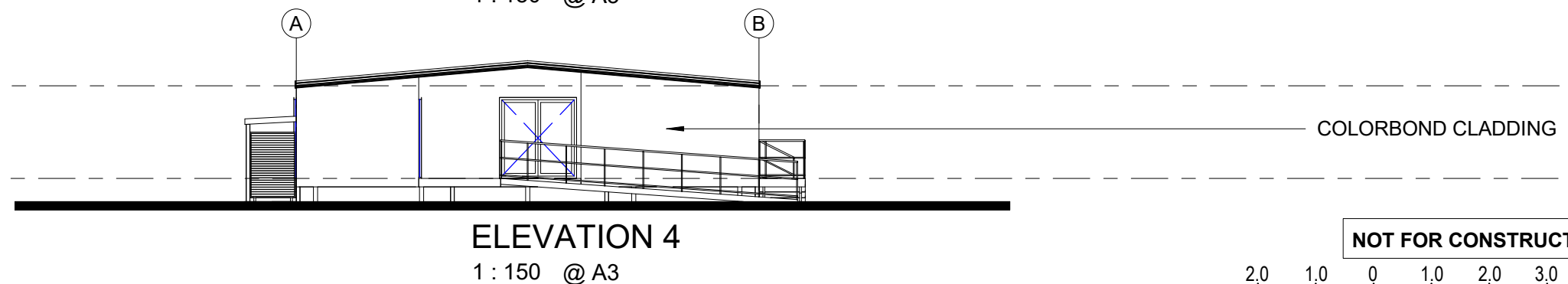
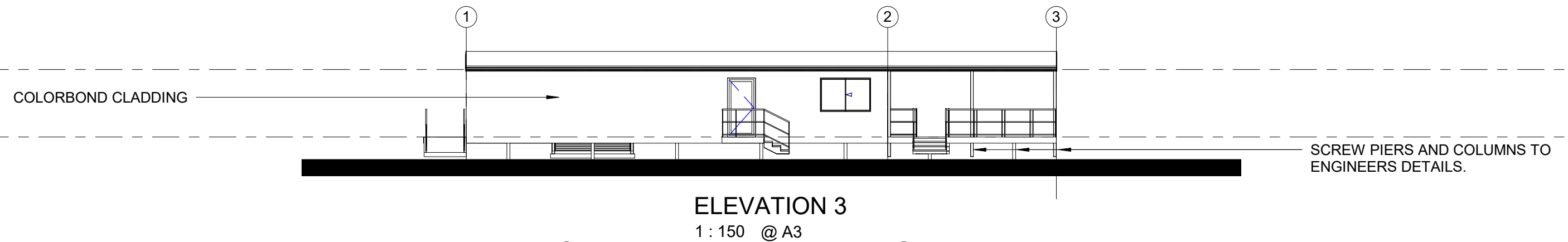
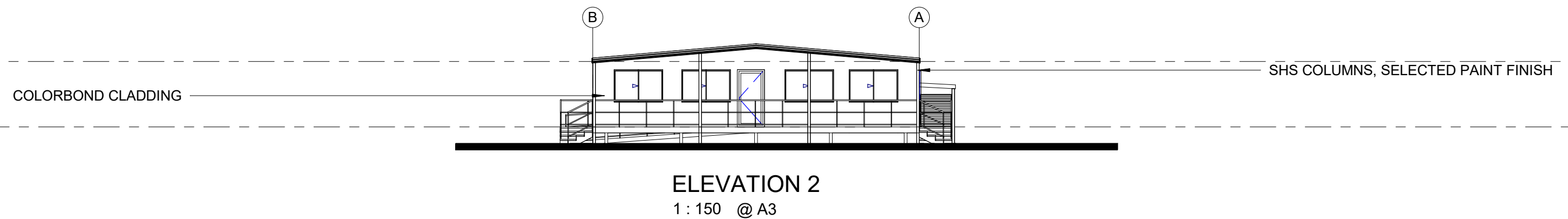
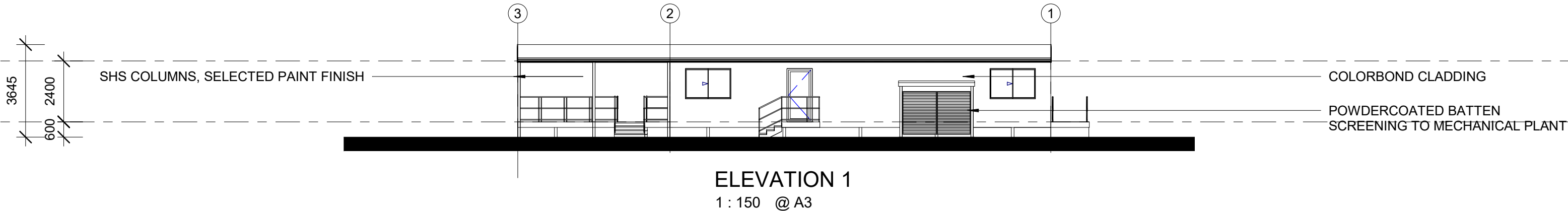
PROJECT : PROPOSED RENOVATIONS TO ACCOMMODATION FACILITY
CLIENT : SIRROM CORPERATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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Townsville - Brisbane - Goldcoast

No.	Description	Date
A	DA ISSUE PLANS	25/04/23

DESIGNED	AM	KITCHEN DINING BUILDING FLOOR PLAN
DRAWN	AM	
DATE	APRIL 2022	22-106 - SK-50 - A
SCALE	A3 1 : 150	
ISSUED	25/04/23	



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CLIENT : SIRROM CORPERATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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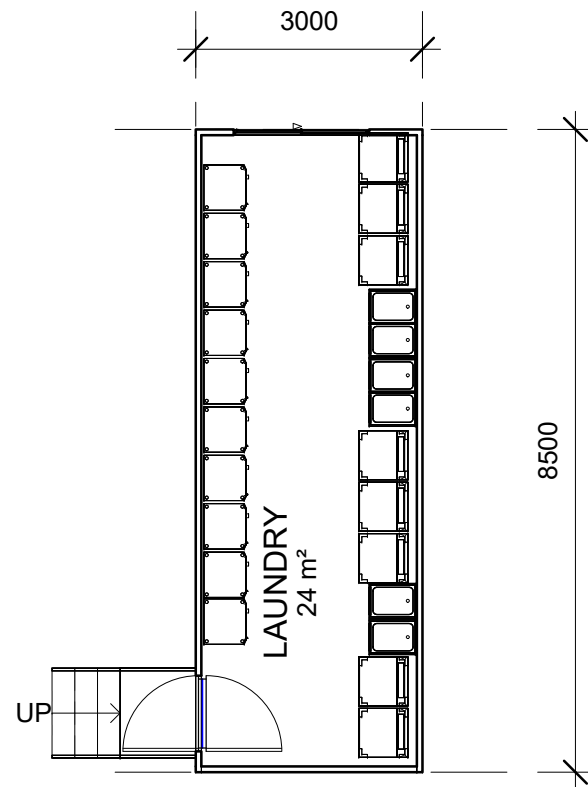
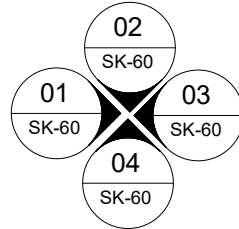
Page 484



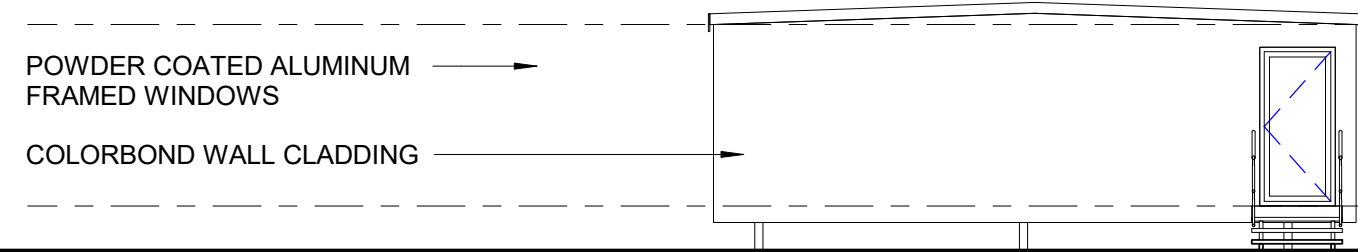
No.	Description	Date	DESIGNED	AM	KITCHEN DINING BUILDING ELEVATIONS
A	DA ISSUE PLANS	25/04/23	DRAWN	AM	
			DATE	APRIL 2022	
			SCALE	1 : 150	
			ISSUED	25/04/23	
					22-106 - SK-51 - A

25/04/2023 9:55:28 PM

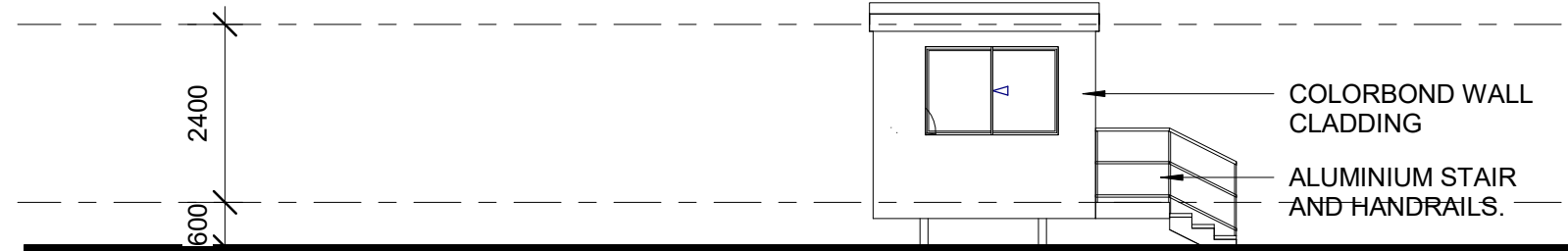
LAUNDRY BUILDING



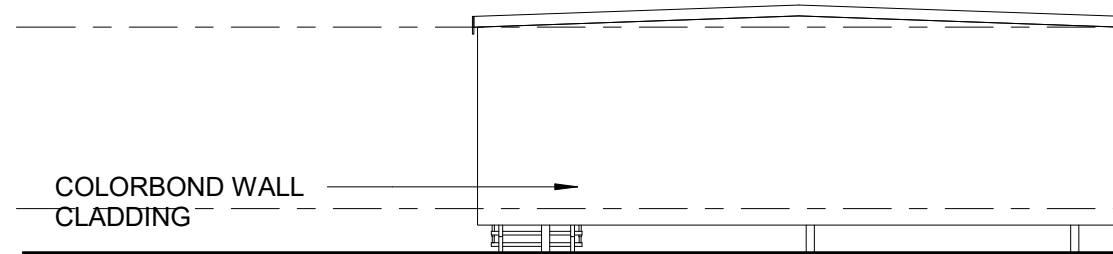
Ground Floor
1 : 100



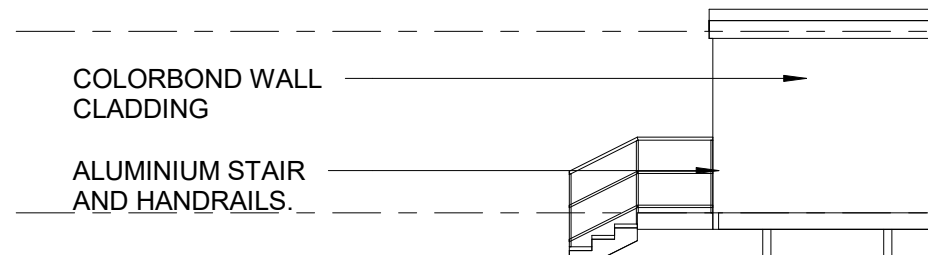
ELEVATION 01
1 : 100



ELEVATION 02
1 : 100



ELEVATION 03
1 : 100

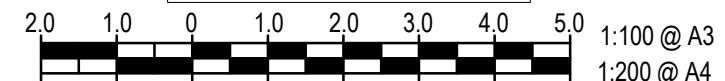


ELEVATION 04
1 : 100

MODULES 25.5m²
TOTAL m² 25.5m²

NOTE: THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOT FOR CONSTRUCTION



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PROJECT : PROPOSED RENOVATIONS TO ACCOMMODATION FACILITY
CLIENT : SIRROM CORPERATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



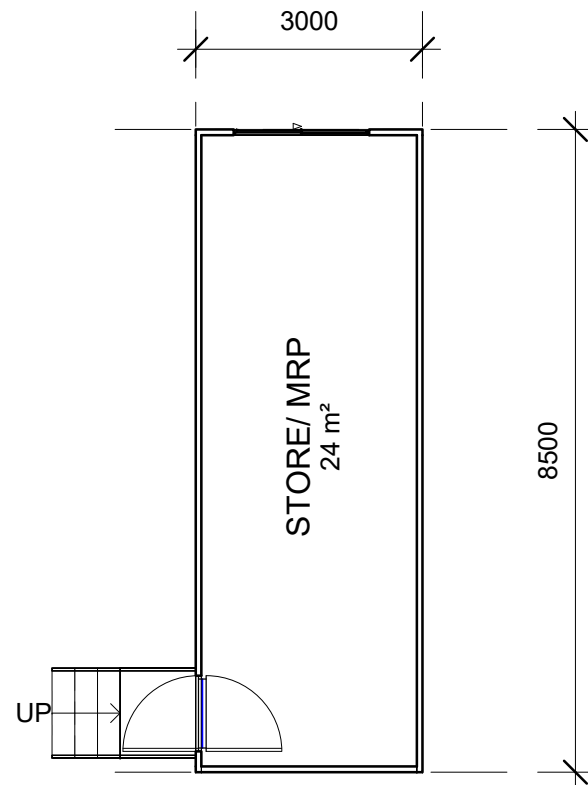
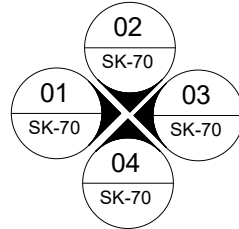
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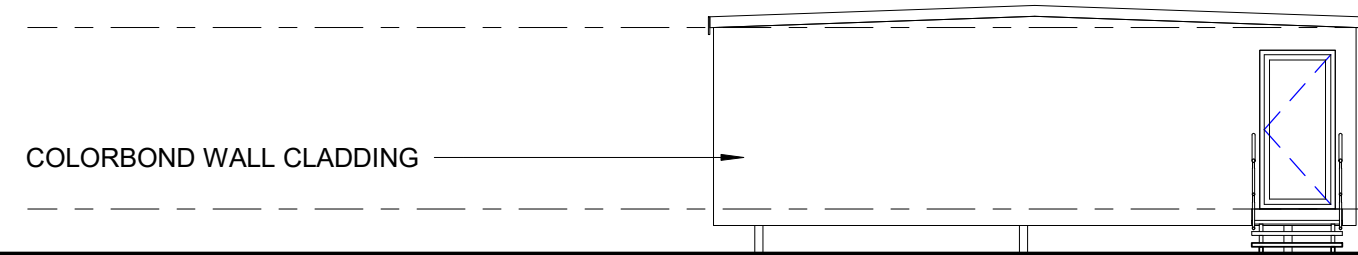
No.	Description	Date
A	DA ISSUE PLANS	25/04/23

DESIGNED	AM	LAUNDRY BUILDING FLOOR PLAN AND ELEVATIONS
DRAWN	AM	
DATE	APRIL 2022	
SCALE	A3 1 : 100	
ISSUED	25/04/23	22-106 - SK-60 - A

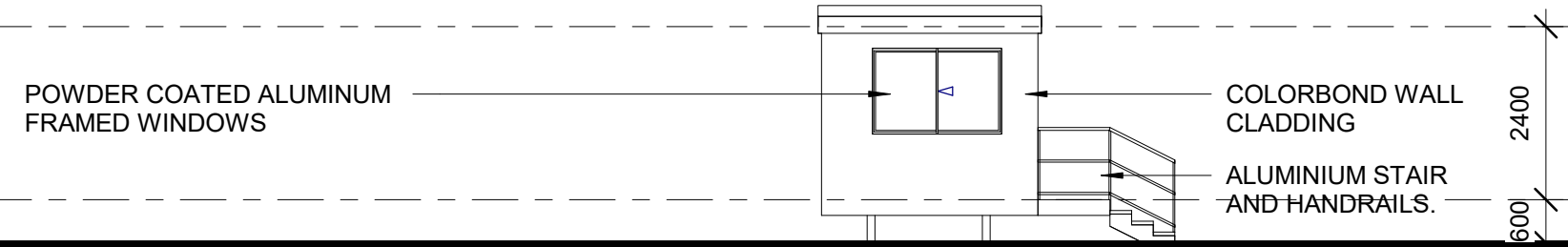
STORE/ MPR BUILDING



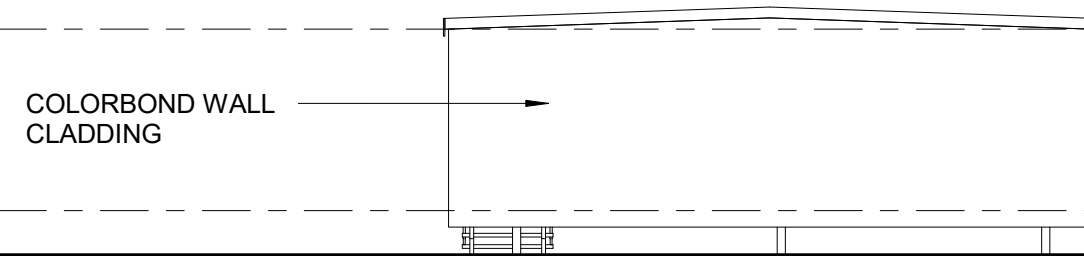
Ground Floor
1 : 100



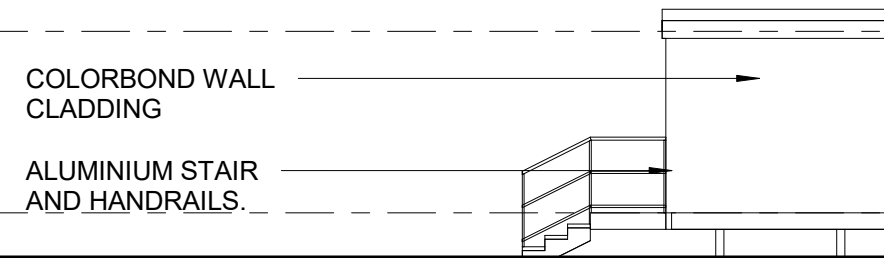
ELEVATION 01
1 : 100



ELEVATION 02
1 : 100



ELEVATION 03
1 : 100

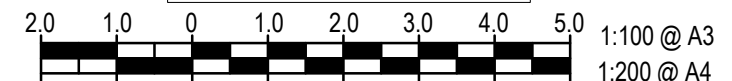


ELEVATION 04
1 : 100

NOTE: THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

MODULES 25.5m²
TOTAL m² 25.5m²

NOT FOR CONSTRUCTION



NOTE:
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PROJECT : PROPOSED RENOVATIONS TO ACCOMMODATION FACILITY
CLIENT : SIRROM CORPERATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



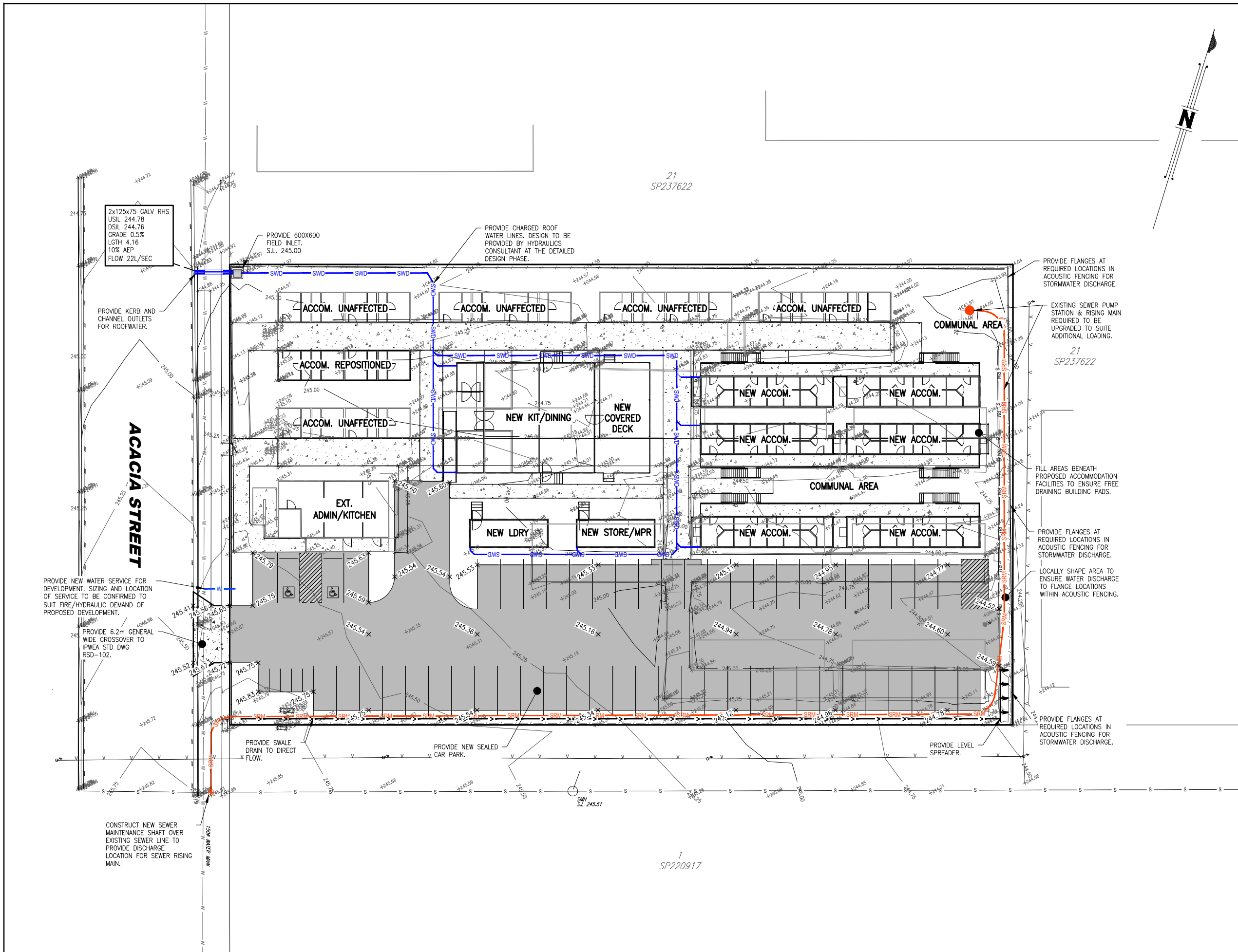
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Ph: 0498 001 535
E-MAIL: admin@ambd.com.au
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No.	Description	Date
A	DA ISSUE PLANS	25/04/23

DESIGNED	AM	STORE/ MRP BUILDING FLOOR PLAN AND ELEVATIONS
DRAWN	AM	
DATE	APRIL 2022	
SCALE	A3 1 : 100	
ISSUED	25/04/23	

22-106 - SK-70 - A



LEGEND

	ASPHALTIC PAVEMENT
	REINFORCED CONCRETE PAVEMENT
	REINFORCED CONCRETE PATHWAY/CROSSOVER
	PROPOSED SEWER MANHOLE
	EXISTING SEWER MANHOLE
	EXISTING SEWER
	PROPOSED SEWER
	SEWER MANHOLE NUMBER
	ON GRADE GULLY PIT
	SAG GULLY PIT
	600 x 600 FIELD INLET
	900 x 600 FIELD INLET
	1500 DIA FIELD INLET
	STORMWATER LINE
	STORMWATER HEADWALL
	EXISTING STORMWATER LINE
	NATURAL SURFACE LEVEL
	STORMWATER NUMBER
	WATER RETICULATION U.P.V.C.
	WATER RETICULATION D.I.C.L.
	WATER RETICULATION CONDUIT
	GATE VALVE
	FIRE HYDRANT
	WATER METER
	DUAL OUTLET HYDRANT
	SWABBING FIRE HYDRANT
	WATER SERVICE FITTING
	TELEPHONE
	ELECTRICITY
	EDGE OF BITUMEN
	FENCE
	NATURAL CONTOURS
	FINISHED SURFACE LEVEL
	OVERHEAD POWER

NOTES

- STORMWATER DRAINAGE SHALL BE IN ACCORDANCE WITH ISAAC REGIONAL COUNCIL GUIDELINES AND SPECIFICATIONS.
- EXISTING SERVICES ARE TO BE LOCATED AND VERIFIED PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- INFORMATION CONTAINED IN THIS DRAWING IS PRELIMINARY ONLY AND SUBJECT TO DETAILED DESIGN INCLUDING BUT NOT LIMITED TO FINISHED LEVELS, PIPE SIZES, ALIGNMENTS AND PIT TYPES AND SIZES.

NOTE:
THE INVERT LEVEL & LOCATION OF ALL EXISTING STORMWATER & SEWER INFRASTRUCTURE SHALL BE CONFIRMED ON SITE PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.

***STORMWATER STUB NOTE:**
PROVIDE STUBS AS SHOWN FOR ROOF AND/OR YARD DRAINAGE CONNECTION. REFER HYDRAULIC ENGINEERS DRAWINGS FOR DETAILS.

PRELIMINARY SERVICES PLAN

SCALE 1:200
(A1 SIZE)

DESIGNED P.B. DRAWN E.B. CHECKED J.M.H. APPROVED J.M.H. DATE APRIL 2024				WESTERA PARTNERS STRUCTURAL-CIVIL-ENVIRONMENTAL ENGINEERS www.westerapartners.com.au				BRISBANE T 07 3852 4333 E brisbane@westerapartners.com.au GOLD COAST T 07 5571 1599 E goldcoast@westerapartners.com.au SUNSHINE COAST T 07 5391 3777 E sunshinecoast@westerapartners.com.au NORTHERN NSW T 02 8674 8047 E nsw@westerapartners.com.au CENTRAL VICTORIA T 03 5441 0922 E centralvic@westerapartners.com.au				SURVEYOR SURVEYOR JTH SURVEYS PHONE 07 4941 8376 DATUM A.H.D. P.M. 26308 R.L. 252.865				PROJECT PROPOSED ACCOMODATION FACILITY LOCATION LOT 48 on GV814693 & 1 on CP860074 28A & 32-34 ACACIA ST, MORANBAH TITLE PRELIMINARY SERVICES PLAN CLIENT ADAMS + SPARKES TOWN PLANNING				DRAWING STATUS PRELIMINARY N.F.C. DRAWING NUMBER S24-025-P01 SHEET NUMBER 01 OF 01			
No.	DATE	REVISIONS	DES	DRN	CHK	APD	DOCUMENT CONTROL	APPROVED															

21
SP237622

EARTHWORKS SUMMARY

AREA OF FILL - ■ AREA OF CUT - ■

LEGEND

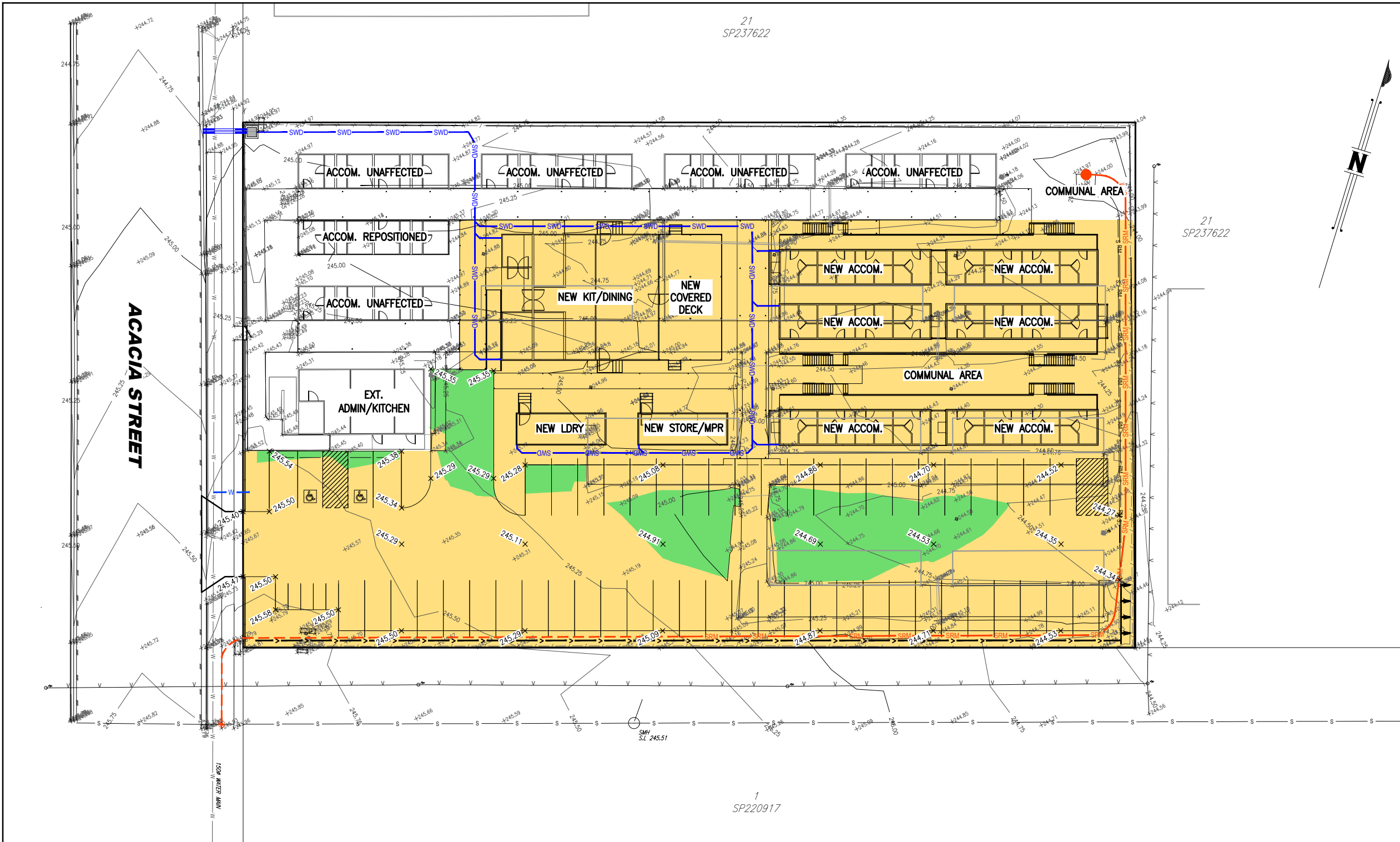
	ASPHALTIC PAVEMENT
	REINFORCED CONCRETE PAVEMENT
	REINFORCED CONCRETE PATHWAY/CROSSVER
	PROPOSED SEWER MANHOLE
	EXISTING SEWER MANHOLE
	EXISTING SEWER
	PROPOSED SEWER
	SEWER MANHOLE NUMBER
	ON GRADE GULLY PIT
	SAG GULLY PIT
	600 x 600 FIELD INLET
	900 x 600 FIELD INLET
	1500 DIA FIELD INLET
	STORMWATER LINE
	STORMWATER HEADWALL
	EXISTING STORMWATER LINE
	NATURAL SURFACE LEVEL
	STORMWATER NUMBER
	WATER RETICULATION U.P.V.C.
	WATER RETICULATION D.I.C.L.
	WATER RETICULATION CONDUIT
	GATE VALVE
	FIRE HYDRANT
	WATER METER
	DUAL OUTLET HYDRANT
	SWABBING FIRE HYDRANT
	WATER SERVICE FITTING
	TELEPHONE
	ELECTRICITY
	EDGE OF BITUMEN
	FENCE
	NATURAL CONTOURS
	FINISHED SURFACE LEVEL
	OVERHEAD POWER

NOTES

1. STORMWATER DRAINAGE SHALL BE IN ACCORDANCE WITH ISAAC REGIONAL COUNCIL GUIDELINES AND SPECIFICATIONS.
2. EXISTING SERVICES ARE TO BE LOCATED AND VERIFIED PRIOR TO COMMENCEMENT OF CONSTRUCTION.
3. INFORMATION CONTAINED IN THIS DRAWING IS PRELIMINARY ONLY AND SUBJECT TO DETAILED DESIGN INCLUDING BUT NOT LIMITED TO FINISHED LEVELS, PIPE SIZES, ALIGNMENTS AND PIT TYPES AND SIZES.

NOTE:
THE INVERT LEVEL & LOCATION OF ALL EXISTING STORMWATER & SEWER INFRASTRUCTURE SHALL BE CONFIRMED ON SITE PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.

***STORMWATER STUB NOTE:**
PROVIDE STUBS AS SHOWN FOR ROOF AND/OR YARD DRAINAGE CONNECTION. REFER HYDRAULIC ENGINEERS DRAWINGS FOR DETAILS.



GENERAL NOTES

1. IN CASE OF DOUBT - ASK!
2. ALL LEVELS TO AHD, DIMENSIONS IN METERS U.N.O
3. ALL LIAISON WITH LOCAL, STATE & STATUTORY AUTHORITIES IS THE CONTRACTOR'S RESPONSIBILITY.
4. THE LOCATION OF EXISTING SERVICES IS FOR CONTRACTOR'S INFORMATION ONLY, THE LOCATION OF SERVICES WILL BE CONFIRMED BY THE CONTRACTOR PRIOR TO THE COMMENCEMENT OF WORKS.
5. ANY DAMAGE CAUSED TO THE EXISTING SERVICE WILL BE MADE GOOD AT THE CONTRACTORS EXPENSE.
6. EARTHWORKS PROCEDURES ARE TO BE CARRIED OUT IN ACCORDANCE WITH AS 3798 - 2007 "GUIDELINES ON EARTHWORKS FOR COMMERCIAL AND RESIDENTIAL DEVELOPMENTS".
7. EARTHWORKS OPERATIONS ARE TO BE CARRIED OUT IN GENERAL ACCORDANCE WITH THE GEOTECHNICAL REPORT.
8. WORKS NOT SPECIFICALLY REFERRED TO, ARE TO BE CONSTRUCTED IN ACCORDANCE WITH THE GENERAL DRAWINGS AND SPECIFICATIONS OF THE LOCAL AUTHORITY.
9. THE CONTRACTOR IS TO ALLOW FOR ALL FEES AND HAULAGE COSTS ASSOCIATED WITH DISPOSAL OF MATERIAL FROM THE SITE.
10. ALL COSTS ASSOCIATED WITH NOISE AND DUST SUPPRESSION FOR SITE WORKS ARE DEEMED THE CONTRACTOR'S RESPONSIBILITY.
11. COMPACTION STANDARDS
 - MODIFIED TO AS 1289 TEST 5.2.1
 - STANDARD TO AS 1289 TEST 5.1.1
12. PRIOR TO COMMENCEMENT OF WORKS THE CONTRACTOR WILL PROVIDE SCOUR AND EROSION PROTECTION INCLUDING PROVISION OF SILT TRAPS AND FENCES TO MINIMISE DEPOSITION OF MATERIAL DOWNSTREAM OF THE PROPERTY.
13. NO BLASTING WILL BE PERMITTED.
14. THE LOCATION OF THE SITE SHEDS, SITE OFFICE AND AMENITIES BUILDING WILL BE LOCATED TO SUIT TEMPORARY UTILITY SERVICES OR AS AGREED WITH THE MANAGER.
15. TESTING FREQUENCY AS 3798 - 2007 SECTION 8.0 OR AS APPROVED BY THE GEOTECHNICAL ENGINEER.
16. AT COMPLETION OF CONSTRUCTION THE CONTRACTOR SHALL ARRANGE FOR AN INDEPENDENT LICENSED SURVEYOR TO CARRY OUT A "WORKS AS CONSTRUCTED" SURVEY AND SUBMIT THE DETAIL PLAN TO THE MANAGER.
17. THE LOCATION OF TEMPORARY STOCKPILES DURING CONSTRUCTION IS TO BE AGREED WITH THE MANAGER.

EARTHWORKS SUMMARY

AREA OF CUT - 2,716m²
AREA OF FILL - 304.5m²

NOTE:
TEMPORARY EXCAVATIONS ARE TO BE SUPERVISED BY A SUITABLY QUALIFIED GEOTECHNICAL ENGINEER.

ALL RETAINING WALLS LOCATED WITHIN THE SITE TO STABILISE CUT ARE TO BE WHOLLY WITHIN THE PROPERTY BOUNDARY INCLUDING ALL ASSOCIATED FOOTINGS AND SUB-SOIL DRAINAGE.

CONTRACTOR TO USE EXCAVATION TECHNIQUE THAT WILL PREVENT SUBSIDANCE WITHIN NEIGHBOURING PROPERTIES IN ACCORDANCE WITH GEOTECHNICAL ENGINEERS REPORT AND ADVICE ON SITE.

THE EARTHWORKS VOLUMES SHOWN ARE INDICATIVE NETT FIGURES ONLY BETWEEN EXISTING SURFACE LEVEL AND FINISHED EARTHWORKS LEVEL AND DO NOT ALLOW FOR DEMOLITION WORKS, STRIPPING OF TOPSOIL, UNSUITABLE MATERIAL AND VEGETATION OR COMPACTION LOSSES.

PAVEMENT LEVELS SHOWN ARE 250mm BELOW F.S.L BUILDING PAD LEVELS SHOWN ARE 200mm BELOW F.S.L LANDSCAPING LEVELS SHOWN ARE 100mm BELOW F.S.L

EARTHWORKS LEVELS MAY BE ADJUSTED TO SUIT FFL'S AND CONCRETE THICKNESS BASED ON STRUCTURAL DESIGN AS APPROVED BY SUPERINTENDENT.

PRELIMINARY EARTHWORKS PLAN

SCALE 1:200 (A1 SIZE)

No.	DATE	REVISIONS	DES	DRN	CHK	APD	DOCUMENT CONTROL	APPROVED

DESIGNED P.B
DRAWN E.B
CHECKED J.M.H
APPROVED J.M.H
DATE APRIL 2024

WESTERA PARTNERS
STRUCTURAL-CIVIL-ENVIRONMENTAL ENGINEERS
www.westerapartners.com.au

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GOLD COAST T 07 5571 1599 E goldcoast@westerapartners.com.au
SUNSHINE COAST T 07 5391 3777 E sunshinecoast@westerapartners.com.au
NORTHERN NSW T 02 6674 8047 E nsw@westerapartners.com.au
CENTRAL VICTORIA T 03 5441 0922 E centralvic@westerapartners.com.au

SURVEYOR
SURVEYOR JTH SURVEYS
PHONE 07 4941 8376

DATUM A.H.D.
P.M. 26308
R.L. 252,865

PROJECT LOCATION
PROPOSED ACCOMODATION FACILITY
LOT 48 on GV814693 & 1 on CP860074
28A & 32-34 ACACIA ST, MORANBAH

TITLE
PRELIMINARY EARTHWORKS PLAN

CLIENT
ADAMS + SPARKES TOWN PLANNING

DRAWING STATUS	PRELIMINARY N.F.C.
DRAWING NUMBER	S24-025-PE01
SHEET NUMBER	01 OF 01
REVISION	

LEGEND

	EXTENT OF DISTURBED AREA
	INLET PROTECTION
	STRAW BALE FLOW DIVERSION BANK
	DIVERSION BANK
	DIVERSION CHANNEL
	COMPOST BERM
	SEDIMENT FENCE
	ROCK CHECK DAM
	CATCH DRAIN
	SURFACE FLOW ARROW
	CHUTE
	LEVEL SPREADER
	SLOPE DRAIN
	OUTLET STRUCTURE
	ON GRADE GULLY PIT
	SAG GULLY PIT
	600 x 600 FIELD INLET
	900 x 600 FIELD INLET
	1050 DIA FIELD INLET
	STORMWATER LINE
	STORMWATER HEADWALL
	STORMWATER NUMBER

SEDIMENT CONTROL INSTALLATION SEQUENCE

1. INSTALL SEDIMENT FENCES AND CONSTRUCTION ENTRY/EXIT, PRIOR TO SITE STRIPPING
2. INSTALL CATCH DRAINS AND CHUTE WITH ROCK CHECK DAM
3. ON-SITE EROSION AND SEDIMENT CONTROL PROTECTION MEASURES TO BE REMOVED FOLLOWING SUCCESSFUL SITE STABILISATION
4. ACCESS CHAMBER/INLET PROTECTION TO BE INSTALLED CONCURRENTLY WITH STORMWATER PIPEWORK
5. REFER TO SHEET 3 FOR ACCESS CHAMBER/INLET PROTECTION INSTALLATION PROCESS AND DETAILS
7. EARTHWORKS STAGE B TO COMMENCE UPON COMPLETION OF ALL STAGE A EARTHWORKS AND CIVIL WORKS
8. ON-SITE EROSION AND SEDIMENT CONTROL PROTECTION MEASURES TO BE REMOVED UPON COMPLETION OF CONSTRUCTION WORKS AND AS APPROVED BY THE SUPERINTENDENT

DIVERT ANY UPSLOPE "CLEAN WATER" AROUND DISTURBANCE AREA WHERE POSSIBLE AND AS DIRECTED ON SITE BY SUPERVISING ENGINEER.

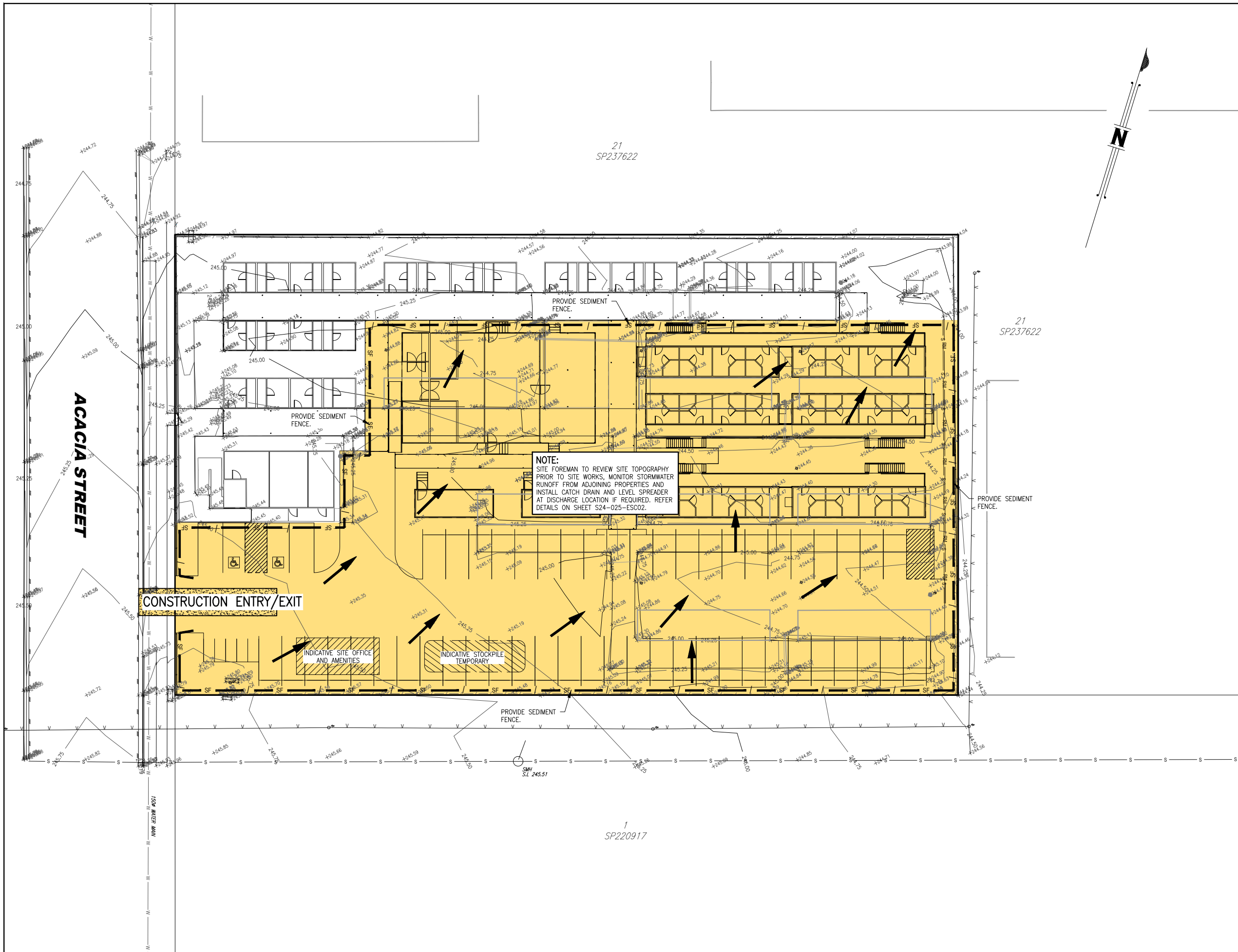
LOCATION OF TEMPORARY STOCKPILES AND SITE SHEDS TO BE CONFIRMED ONSITE PRIOR TO COMMENCEMENT OF SITE WORKS.

DEWATERING NOTE:
DEWATERING DURING EXCAVATION MUST BE CARRIED OUT IN ACCORDANCE WITH IRC & I.E.C.A STANDARD DRAWINGS & SPECIFICATIONS. ALL RELEASED STORMWATER MUST NOT EXCEED THE FOLLOWING LIMITS:

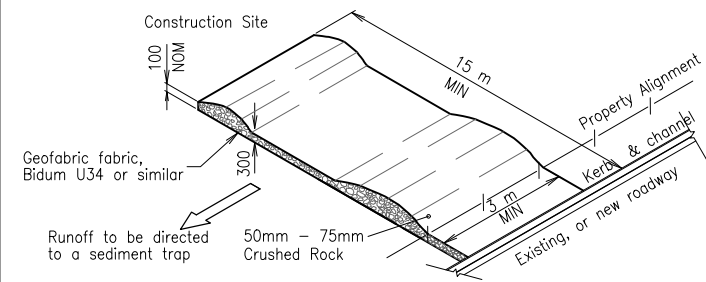
- 50mg/L OF TSS
- TURBIDITY LESS THAN 10% BACKGROUND
- pH VALUE OF 6.5-8.5

EROSION & SEDIMENT CONTROL PLAN

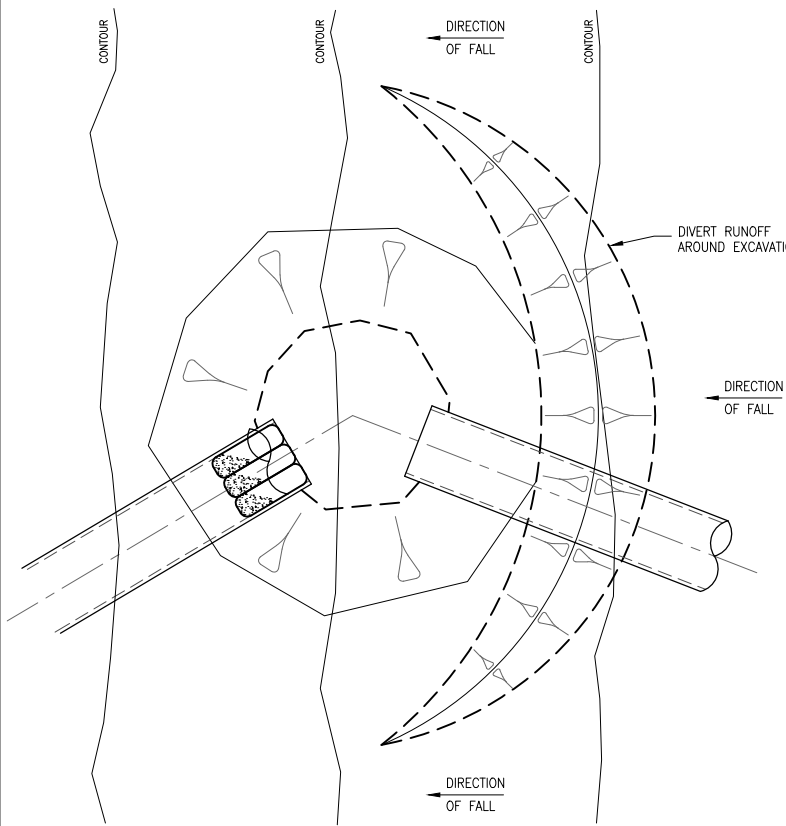
SCALE 1:200 (A1 SIZE)



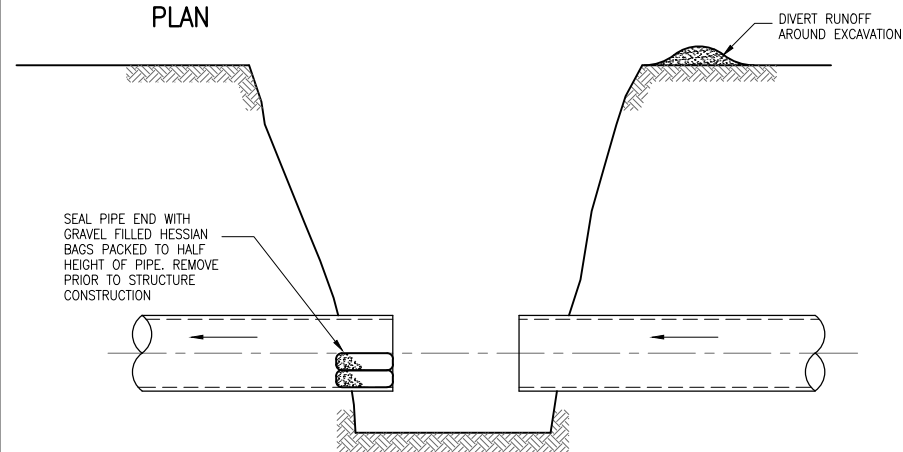
DESIGNED P.B		<p>BRISBANE T 07 3852 4333 E brisbane@westerapartners.com.au GOLD COAST T 07 5571 1599 E goldcoast@westerapartners.com.au SUNSHINE COAST T 07 5391 3777 E sunshinecoast@westerapartners.com.au NORTHERN NSW T 02 6674 8047 E nsw@westerapartners.com.au CENTRAL VICTORIA T 03 5441 0922 E centralvic@westerapartners.com.au</p>	SURVEYOR SURVEYOR JTH SURVEYS PHONE 07 4941 8376		DATUM A.H.D. P.M. 26308 R.L. 252.865		PROJECT PROPOSED ACCOMODATION FACILITY		DRAWING STATUS PRELIMINARY N.F.C.	
DRAWN E.B			LOCATION LOT 48 on GV814693 & 1 on CP860074 28A & 32-34 ACACIA ST, MORANBAH		TITLE EROSION AND SEDIMENT CONTROL PLAN		DRAWING NUMBER S24-025-ESC01		REVISION	
CHECKED J.M.H			CLIENT ADAMS + SPARKES TOWN PLANNING				SHEET NUMBER 01 OF 03			
APPROVED J.M.H										
DATE APRIL 2024										
DES DRN CHK APD										
DOCUMENT CONTROL										
APPROVED										



CONSTRUCTION ENTRY/EXIT SEDIMENT TRAP



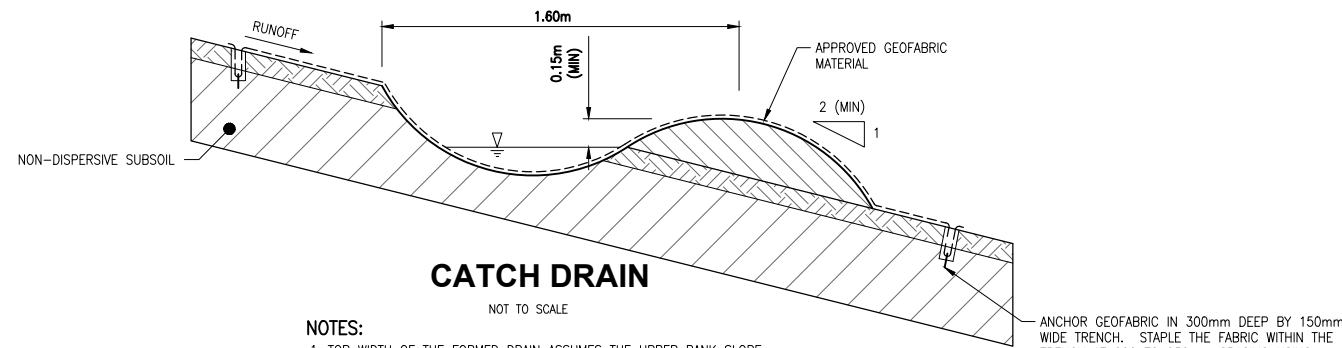
PLAN



SECTION

STAGE 1

EXCAVATION AND PIPE INSTALLATION

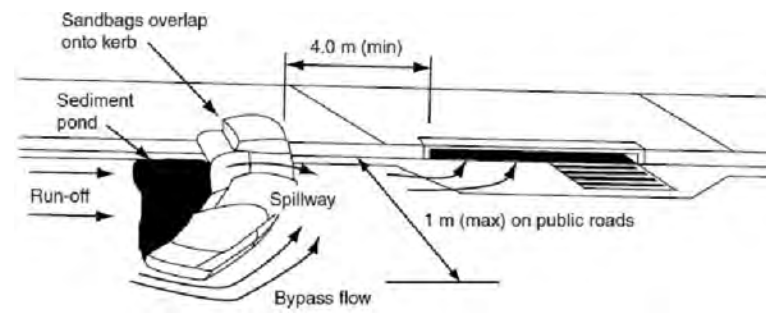


CATCH DRAIN

NOT TO SCALE

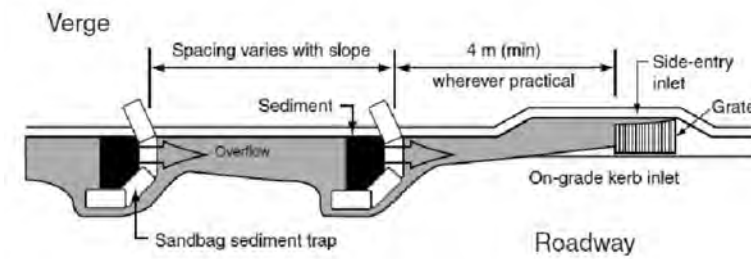
NOTES:

1. TOP WIDTH OF THE FORMED DRAIN ASSUMES THE UPPER BANK SLOPE IS LIMITED TO A MAXIMUM OF 1 IN 2.
2. CATCH DRAIN TO BE LINED WITH APPROVED GEOFABRIC MATERIAL IF SUBSOIL IS DISPERSIVE. PRIOR TO PLACEMENT OF GEOFABRIC THE DISPERSIVE SUBSOIL MUST BE TREATED WITH GYPSUM. THE APPLICATION RATE OF GYPSUM SHALL BE DETERMINED ONCE THE SOIL TESTING RESULTS OF THE SUBSOIL ARE OBTAINED.
3. PROVIDE ROCK CHECK DAMS AS PER IECA STD. DWG. RCD-01 AS REQUIRED.

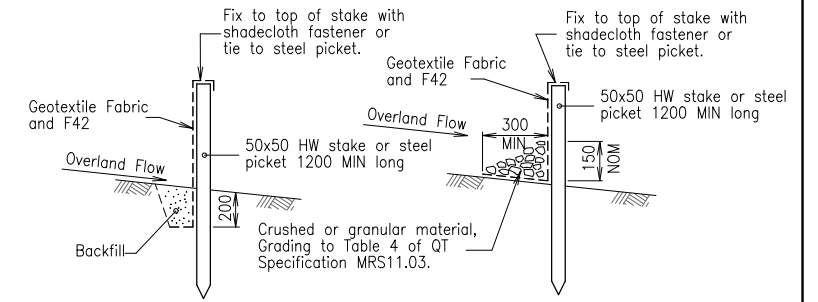


SANDBAG SEDIMENT COLLECTION DAM

REFER IECA STD. DWG. OG-01 FOR DETAILS.

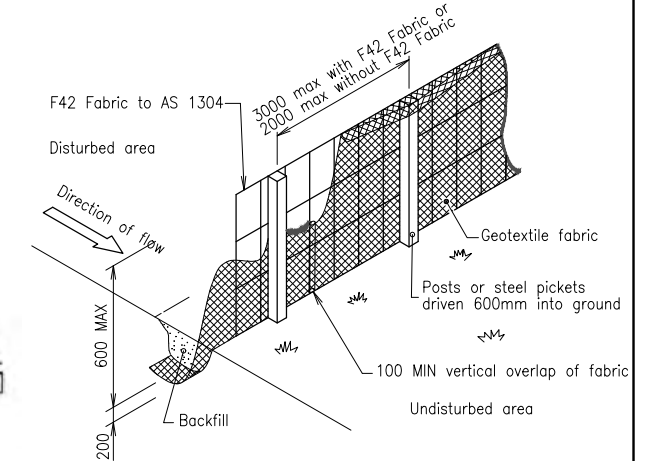


TYPICAL LAYOUT ON-GRADE KERB SEDIMENT TRAP



ALTERNATIVE 1

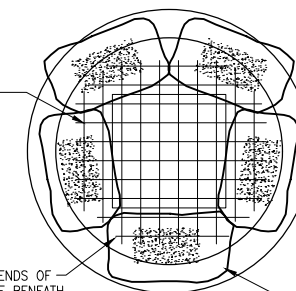
ALTERNATIVE 2



ELEVATION

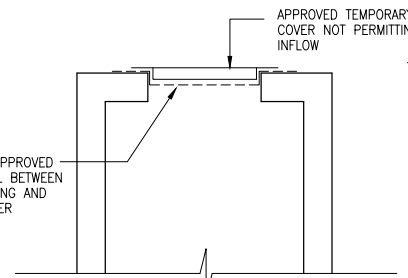
SEDIMENT FENCE DETAILS

PROVIDE APPROVED GRATED COVER WITH MAXIMUM OPENINGS OF 100 x 100mm (OFFCUT REINFORCING MESH OR APPROVED EQUIVALENT) AND GEOFABRIC OVERLAY (BIDIM A34 OR EQUIVALENT.)

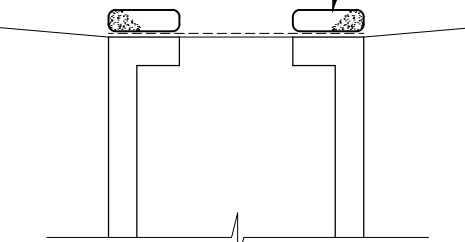


PLAN

ENSURE ENDS OF MESH ARE BENEATH BAGS
10mm GRAVEL FILLED HESSIAN BAGS PACKED TIGHTLY AROUND ACCESS/INLET OPENING



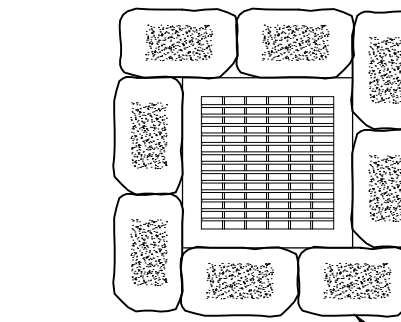
ACCESS CHAMBER SECTION



INLET STRUCTURE SECTION

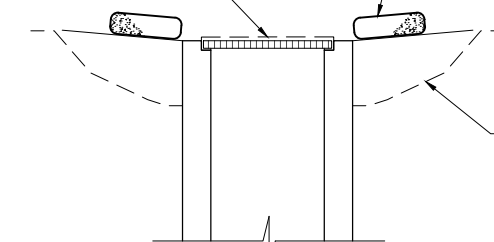
STAGE 2

STRUCTURE COMPLETE UP TO TOP SLAB



PLAN

GRATE WRAPPED IN NON-WOVEN GEOFABRIC (BIDIM A34 OR EQUIVALENT)
10mm GRAVEL FILLED HESSIAN BAGS PACKED TIGHTLY AROUND GRATED INLET



INLET STRUCTURE SECTION

STAGE 3

STRUCTURE COMPLETE

ACCESS CHAMBER / INLET STRUCTURE PROTECTION

DESIGNED	P.B.
DRAWN	E.B.
CHECKED	J.M.H.
APPROVED	J.M.H.
DATE	APRIL 2024
DOCUMENT CONTROL	APPROVED

For and on behalf of WESTERA PARTNERS PTY. LTD.



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NORTHERN NSW T 02 6674 8047 E nsw@westerapartners.com.au
CENTRAL VICTORIA T 03 5441 0922 E centralvic@westerapartners.com.au

SURVEYOR SURVEYOR JTH SURVEYS DATUM A.H.D. P.M. 26308 R.L. 252.865
PHONE 07 4941 8376
USE FIGURED DIMENSIONS ONLY. DO NOT SCALE. IF A DISCREPANCY ARISES CHECK WITH THE PROJECT ENGINEER AND/OR SUPERVISING AUTHORITY. DO NOT WORK FROM REDUCED SCALE DRAWINGS (A1-A3 SIZE PAPER). COPYRIGHT OF ALL DRAWINGS & WORKS EXECUTED FROM THEM IS VESTED IN WESTERA PARTNERS AND USE OF THERE FORE WITHOUT PERMISSION IS STRICTLY PROHIBITED IT IS THE BUILDERS RESPONSIBILITY TO ENSURE ALL WORKS ARE CARRIED OUT WITH DUE CARE AND DILIGENCE TO COMPLY WITH THE CONTRACT DOCUMENTS.

PROJECT LOCATION PROPOSED ACCOMODATION FACILITY LOT 48 on GV814693 & 1 on CP860074 28A & 32-34 ACACIA ST, MORANBAH
TITLE EROSION AND SEDIMENT CONTROL DETAILS
CLIENT ADAMS + SPARKES TOWN PLANNING

DRAWING STATUS	PRELIMINARY N.F.C.
DRAWING NUMBER	S24-025-ESC02
SHEET NUMBER	02 OF 03
REVISION	

28A 32-34 ACACIA STREET, MORANBAH

Landscape Plan Package

Drawing Schedule

LD1	Drawing Schedule, Specifications
LD2	Finishes and Planting Schedules
LD3	Details
LP1	Planting Plan

Landscape Specifications

These landscape plans must be read in conjunction with the appropriate statutory approvals and Australian Standards and with the Operational Works Landscaping Decision Notice once issued. These plans have been developed to comply with the Isaac Regional Council Planning Scheme, Landscape Code.

1.0 General Notes

Abbreviations

AS - Australian Standards	DBH - Diameter at breast height (1.4m)
E.P. - Establishment Period	H.D. - Hot Dipped
MP - Maintenance Period	m ² - square metre
NATA - National Association of Testing Authorities	N/A - Not applicable
O.C. - On centre	S - Spread
typ. - Typical	uPVC- Unplasticised Polyvinyl Chloride
VPZ - Vegetation Protection Zone	

Preliminaries

- These plans are not for tender or construction.
- Refer to plans by others for all services locations, footpath works, levels (other than those indicated on these plans) and boundaries. All services and related infrastructure including street lighting shown on these plans are indicative only.
- Call 'Dial Before You Dig 11 00' prior to any excavation.
- Before work commences the subcontractor is to organise a pre-start meeting with the LA to establish scope of works management procedures and clarify any issues.
- Install tree protection measures as per plans and detail.
- Prior to commencing construction works, verify dimensions, levels and location of site services, refer engineer's drawings generally.
- Dimensions take precedence over scale.

Erosion and Sediment Control

- The landscape contractor to implement and maintain for the contract duration, best practice erosion and sediment control measures in accordance with the manual for erosion and sediment control (Maroon Manual), good environmental practice and the consulting civil engineer's specification for erosion and sediment control. Penalties and fines for non-compliance will apply.
- Install silt control fencing in accordance with site environmental management plan and local authority regulations.
- Sediment and erosion control devices to be installed where necessary and as directed on site by superintendent.
- All sediment and erosion control devices are to be installed in accordance with manufacturer's specifications.
- The contractor is responsible for ensuring sediment and erosion control devices are inspected and maintained as follows:
 - During construction: Daily during dry weather, prior to predicted storm events, twice daily during prolonged rain
 - During establishment period: Weekly during dry weather, prior to predicted storm events, twice weekly during prolonged rain
- All stockpiles are to be protected with suitable erosion control devices and graded to ensure control of runoff.
- Coordinate installation of sediment and erosion control devices with civil contractor to ensure compatibility and consistency in control measures.
- All exposed surfaces, once completed shall be immediately stabilised to prevent erosion.

Site Works

- Remove all unwanted material, deleterious and operational debris from site.
- If provided levels are not functional refer to the site superintendent and/or LA.
- Civil engineering designs have provided a positively drained site. If there are drainage issues refer site superintendent.
- Refer to 2.0 Landscape Construction - Drainage for more information.

Conduits

- Furnish and install 2 - 150mmØ solid A.S. 1260:2017 uPVC SN8 or SN10 piping perpendicularly under all footpaths that bisect landscape areas for irrigation and landscape drainage purposes. Extend ends 300mm beyond paths, each side and cap (do not glue caps). Mark and install recycled surveyor's pegs at end caps for identification.

Topsoil - Harvesting, Stockpiling, Amelioration, Re-use and Spreading

- Harvested and stockpiled site topsoils and re-install per the following specifications in respective landscaping areas if practical. Stockpiled topsoil shall not be in any preserved vegetation areas or within three metres of preserved vegetation driplines. Topsoil stockpiling shall occur in an area adjacent to the stripped area(s) or area by engineer or owner which will not hinder visibility for inspection of the work.
- Landscape contractor to conduct soils analyses tests to stockpiled topsoils. Furnish LA with results. Ameliorate site topsoils per recommendations prior to re-spreading. Landscape contractor to allow for pH balancing and nutrient ameliorations. All soil testing to be conducted by a NATA accredited lab.
- Should amended site topsoils be insufficient in quantity, contractor to import AS 4419 topsoil and spread to proposed plan finish levels. Prior to spreading, imported topsoils shall have soils analyses test as per above. Amend imported soils per test results prior to spreading.
- Cultivate subgrade 150mm and re-spread ameliorated stockpiled topsoil to plan prescribed proposed contours and track-in, 300mm deep for gardens and 150mm deep for turf areas.
- Clear and remove all non-organic, deleterious and large organic matter such as rocks greater than 40mmØ, tree roots, trunks, limbs, and stumps from all areas to be landscaped.
- Ensure smooth, flowing, even grades and positive drainage with no ponding to fall percentages shown on plan, 3% (minimum 2%). Finish grades shall blend into existing grades providing a natural appearance with no abrupt edges. Trim topsoils for gardens and turfing 2% minimum slope away from all structures to pits or swales.

2.0 Landscape Construction

Levels

- See plan for engineer's plan levels and proposed levels.
- Verify all levels, conditions, and utility locations in-the-field including all inverts. If a discrepancy occurs notify superintendent and/or LA.
- Levels to be confirmed by a qualified/licensed surveyor. See plans for level sources.
- Grade evenly between prescribed levels and finish surface levels ensuring positive drainage and no ponding areas.
- Except where indicated or specified (i.e. allowing for mulching and sheet flow over settled turf), finish surface levels are to be flush with adjacent surfaces and graded evenly between design and finish levels.
- Co-ordinate establishment of levels with superintendent.

Drainage

- All damaged stormwater pipes are replaced and relocated as necessary.
- Ensure site drainage can occur positively to whole of site, minimum 2% away from any buildings and where paths, edges, and gardens etc. may impede drainage; refer to LA before continuing works.
- Drainage works to correlate with and not disturb adjacent land.
- See legend for plan symbols and plans for locations.
- Landscape field pits to be 300mm x 300mm x 450mm 'Polycrete' pits with hot dipped galvanised surface grate/lid (non-heel slip grates in paved areas). Determine requirements on-site in addition to those on plans.
- All drainage pits and subsurface drains to be connected to existing stormwater drainage system. Refer engineer's drawings for drains and hydraulic services.
- Stormwater drainage to be Ø100mm minimum uPVC SN8 AS 1260:2017 solid drainage pipe.
- Subsurface drainage to be Ø100mm minimum black slotted HDPE AS2439.1 pipe centred in 300mm x 300mm gravel trench. Gravel to be Ø6 - 10mm No-fines aggregates surrounded by LA approved permeable bidim or geotextile fabric.
- Where and if additional drainage is required the following applies:
 - Allow for seepage interception sub-surface drainage where paths and landscape works impede drainage (to be coordinated on site).
 - Allow for 300mm x 300mm gravel trench with Ag-line under path, discharge to natural drainage lines.
 - Allow for 300mm x 300mm lateral collection trenches extending nominal 1m either side of low point.

Fencing

- Supply and construct fencing per plans, details, and Finishes Schedule.

Edging

- Supply, install, and maintain edges as specified and shown on the plans and details and Finishes Schedule, specifically where new gardens are located adjacent to new turf areas. Tie off edge ends perpendicularly to paths, kerbs, and path joints wherever possible.

3.0 Irrigation

Preliminaries

- Liaise with relevant IRC authorities and obtain any approval as required.
- Comply with government standards and co-ordinate with other trades.
- Check locations of penetration/conduits and install where required.
- Contractor to provide qualifications and insurances before construction.
- Irrigation system is a 'Design + Build' system.

Provide:

- Supply and install a new: Automatic electronic controller with a lockable stainless steel case, rain sensor, backflow preventer per Council standards with a lockable stainless steel enclosure, isolation valves, pressure regulator(s) as required, *Irritrol System* control valves for drip, check valves, black plastic valve boxes, looped mainline, thrust blocks (as required), fittings, and drip lines and emitters for gardens. Sprinklers for turf areas (i.e. overhead spray), sprinklers / rotors shall be *Hunter* or LA approved equal.
- Turf area irrigation to have head to head coverage and no overspray onto hard surfaces. Check head radius once per month to ensure spray head layout provides head to head coverage.
- Install uPVC conduits, 2xØ of pipe used, under all hard surfaces prior to hard surface construction. Extend ends of conduits 300mm beyond surfaces, cap (do not glue caps to conduits) and install used survey pegs at ends for reference.
- All valve boxes to be located in gardens (not in turf or swales) 300mm from and perpendicular to surfaces.
- All mainlines to have 450mm of topsoil cover and 300mm for lateral lines.
- Align all mainlines and lateral lines 1m from all trees and in close approximation to new paths / hard surfaces as possible.
- Do not irrigate road reserve areas.
- For practical completion ensure whole system is operational.
- Irrigate plants and turf ensuring adequate plant moisture is maintained during establishment.
- Adjust system post establishment so it operates during dry and hot periods so plants and turf areas are adequately watered to maintain healthy and vibrant conditions.
- Contractor to provide a twelve month guarantee, maintain against faulty workmanship and materials for system from date of practical completion.
- Provide CAD 'As-built' drawing and PDF of same to Owner and a laminated copy in the controller door for reference when applying for practical completion clearly showing main-line runs and sizes, valve types / station numbers / valve design pressure, head types and locations.

4.0 Planting

New Gardens

- See 1.0 Topsoil for cultivation and topsoil requirements.
- Spread ameliorated site topsoil or AS 4419 imported organic topsoil to a depth of 300mm over prepared garden areas and trim.
- Crown garden beds 100mm H at centres to drain positively.
- Mulch gardens with LA approved AS 4454 imported organic mulch as specified 100mm deep settled. Leave 20mm between top of mowing edge and planting area mulching. If mulched areas are >1:4 sloped, install open weave pinned jute net over mulch once settled.
- All supplied topsoil and mulch to comply with current A.S. and free of weeds, seeds (specifically Nutsedge), pests including fire ants and soil borne viruses and diseases.

Tree Planting

- Refer to street tree and tree planting details (as applicable) for information.
- All trees to be certified to A.S. 2303:2018 'Tree stock for landscape use' and comply with this specification.
- Landscape contractor to peg street tree positions for approval by superintendent before excavation.
- All trees to have a full and even crown.
- Install trees at locations indicated on the plans, per notes and details herein.
- Mulch tree gardens with minimum 1800mmØ collar of A.S. 4454 organic mulch as specified 100mm deep settled. Do not mulch within 50mm of trunk / plant stem.
- Edge trees per details.
- Install street tree drainage per detail if required by civil engineer or tree pits do not drain after they are tested for drainage by filling with water prior to planting and backfilling. Landscape contractor to furnish tree pit drainage rate per tree.
- Install street tree root barrier as specified. Landscape contractor to furnish rate per tree.
- Tree staking - per details.
- All trees to be located minimum;
 - 1000mm from back of kerb (or in-between kerb and footpath where applicable (allowing for service setbacks) or as dimensioned on plans, from underground services (confirm locations on-site prior to pit excavation) and stormwater pipes
 - 1500mm from concrete paths and pavement profiles, horizontally and vertically from sewer lines, and property connections
 - 2m from stormwater catch pits
 - 3m from fire hydrants, driveway crossovers, adjoining, new, or perpendicular lot boundaries
 - 4m from power poles
 - 5m from pedestrian road crossing - departure side and pram ramps
 - 6m from overhead street lighting, bus stop departure side
 - 8m from extension of property boundaries on side streets
 - 10m from departure corner, road signs, bus stop shelters
 - 15m from pedestrian road crossing and bus stop - approach side and approach corners

General Planting

- Refer to detail(s) herein respectively.
- Supply and place plants according to plant schedule, plant setout notes and plan locations.
- Where discrepancies occur advise superintendent prior to planting.
- Ensure plants are placed and planted at equal centres, staggered, not in rows unless indicated on plans.
- Mass and group plantings to be spaced evenly in a triangular pattern in odd numbered groups to achieve optimum cover related to mature plant size and form.
- Shrubs and spreading groundcovers to be set back a minimum 800mm from roads, kerbs, garden edges and paths to allow for mature plant form. Confirm with LA which require more distance.
- All plants must be planted using one 'Agrifrom' 10g fertiliser tablet (N.P.K. 20-4-3-4.1) at a rate of 1/140mm, 2/200mm, 3/300, 4/45 litre and above pot sizes, and one 5g tablet for tubestock. Use phosphorous free tablets for Banksias, Grevilleas, and Callistemons.
- Excavate plant pit, cultivate subgrade to 150mm and scarify plant pit walls.
- Fill plant pit with water, allow to drain before planting. If pit does not drain within 24 hours, notify superintendent and correct drainage.
- Soak plants thoroughly before removing from container.
- Remove plants from containers / bags / tubes carefully and inspect rootball, remove old matted and coiled roots to expose young roots. All stock to be free of structural defects above and below soil line (i.e. no girdled roots).
- Do not mix soil from hole with mulch and do not compact plant pit.
- Install fertiliser tablet(s), install plant, backfill plant with ameliorated site topsoil or imported AS 4419 topsoil.
- Water plant in well and maintain soil moisture levels through E.P.

New Turfed Areas

- See 1.0 Topsoil for cultivation and topsoil requirements.
- Trim topsoil, fill depressions and provide even falls as indicated on drawings.
- Finished turf grades/contours shall be smooth and undulating, free from deleterious materials, debris, large clods of soil, stones, and organic matter, positive flowing minimum 2% slopes and no water holding areas. Co-ordinate on-site with LA and ensure levels are approved prior to laying turf. Where turf meets hard edges, adjust finish topsoil levels to allow stormwater to flow unimpeded over laid turf to low area respectively.
- Supply and lay 'A' grade turf per plans and schedules.
- Where turf is installed on slopes >20% pin turf to industry standards. Remove pins once turf is well established.
- Water turf in well and apply water to maintain soil moisture until established.

5.0 Maintenance Tasks

- Maintain whole of landscape works for establishment period of 13 weeks or as in agreement with Owner.
- Irrigation and Watering**
- Every day for the first two weeks (unless it rains adequately)
- Every 2-3 days during the balance of the establishment period or as needed if hot and dry (unless it rains adequately).
- Once a week there after.
- If turf sprinklers are installed, check turf rotor head radius once per month to ensure spray head layout provides head to head coverage - adjust as required.

Mowing

- First Mow - Once after 10 days if there is *rapid growth* or 14 days after installation and/or 50mm high. Do not remove more than $\frac{1}{3}$ of grass height at any one time.
- Mowing Thereafter - 40mm H remaining 11 weeks then 25mm thereafter. Mow once a week during summer, once every two weeks in spring and autumn, and once a month in winter or as required if there is a lot of growth or as desired.

Topdressing

- When lawn areas have become established, and immediately after the first cut, top-dress lawn lightly to a depth of 10mm with a light sandy loam-based topsoil. Rub the dressing well into the joints and correct any unevenness in the turf surface. Topdressing is not to be carried out during the winter months.

Weed Removal: As required to reduce competition and seeding.

- Plant Replacement:** Immediately replace plants that die or fail to thrive, are damaged or stolen, with plants of the same species and of similar size and quality unless otherwise specified.
- Stakes and Guys:** Adjust and/or replace stakes and ties where required. Remove staking and guying when instructed by the superintendent.
- Re-mulching:** As required to maintain a consistent depth, 100mm settled, until plants are established or Off-maintenance respectively.
- Monitoring:** Provide a monthly report on completed tasks.

Warranties

- Warranties or guarantees specified shall name the Owner as warrantee. Register with manufacturers as necessary. Retain copies delivered with and components and equipment to the Owner.
- Warranties and/or guarantees to be submitted to the Superintendent to deliver to Owner within fourteen (14) days after practical completion.
- Commence Warranty periods at practical completion or at acceptance of installation, if acceptance is not concurrent with practical completion.
- If installation is not by manufacturer and product warranty is conditional on the manufacturer's approval of the installer, submit the manufacturer's written approval of the installing firm.

Deliverables

- Warranties
- Irrigation System As-built plans in .dwg and PDF formats

Certifications

- Furnish LA with the following certifications prior to Practical Completion:
 - AS 2303:2018 Tree Stock for Landscape Use
 - AS 4419 Topsoil
 - AS 4454 Mulch
 - Turf

Sources

- Survey: JTH Surveys
- Architecture: Andre Melville Building Design
- Civil Engineering: Westera

DATE	ISSUE	DESCRIPTION	DRAWN	CKD
1.12.24	C	Information Request Response	BB	BB
26.6.24	B	For Application	BB	BB
23.6.24	A	Draft For Client Update	BB	BB

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Landscape Operational Works Package
Job No: 2417

LD1 Drawing Schedule, Specifications
Sheet Title Sheet 1 of 4

Project:
Proposed Accommodation Facility
28A 32-34 Acacia Street, Moranbah, QLD

Client: Sirrom Corporation

BIRD LANDSCAPE DESIGN
Landscape Architecture, Urban Design, Land Planning
3 Vector Place, Little Mountain, QLD 4551 Australia
M: +614 7705 5222
E: brian@birdgolfdesign.com
W: birdgolfdesign.com

Finishes Schedule

Code	Item	Product / Description	Specifications, Size, Finish, Colour	Dealer, Manufacturer
Hardscape				
TE	Garden Edge	Timber Garden Edging	Refer to Specifications and Detail	Nominated by contractor and approved by superintendent
Softscape				
	Topsoil	Ameliorated site topsoil as per soil testing results or import AS 4419 topsoil for garden bed and new turf areas. Provide soil testing results for topsoil and certification to Landscape Architect.	Excavate gardenbed areas 300mm deep and turf areas 150mm deep into existing ground. Cultivate subgrade 150mm. Backfill turf areas 150mm deep and garden areas 300mm - mounding in center with ameliorated site topsoil or A.S. 4419 topsoil. Refer to details.	Nominated by contractor and approved by superintendent.
	Gravel Mulch	Gravel mulch around pits	Install Ø40-70mm decorative (or drainage) gravel mulch, 150mm deep presenting 100% cover over pinned geo-fabric. Mulch colour to match secondary architectural colour and kept 50mm away from plant stems.	Nominated by contractor and approved by superintendent
	Organic Mulch	Mulched Gardens	Install 100mm deep settled, 25mm+Ø Hoop Pine organic mulch to all gardens keeping mulch 50mm clear of plant stems. On batters steeper than 1:4, install pinned open weave jute netting over mulch.	Nominated by contractor and approved by superintendent
	Turf	Turf	Refer to Plant Schedule and Detail	Nominated by contractor and approved by superintendent
	Artificial Turf	Artificial Turf - for lawn bowls	Urban True Putt Gen2, polyethynene, U.V. protected, texturized sports yar, 880 Tex, 11-12mm H finished Infill material: Washed and dried silica sand, 6-8 kg/m ² Colour: Green Base: 100mm deep and compacted to 95% CBR crusher dust Subgrade: 95% CBR	Urban Turf Solutions 1 800 872 268 urbanturfsolutions.com.au info@urbanturfsolutions.com.au or L.A. approved equal

Planting Schedule

Code	GENUS species - Common Name	Size	Quantity	Notes
Trees				
BAC cit	BACKHOUSIA citriodora - Lemon Scented Myrtle	25 L	2	
BUC cel	BUCINGHAMIA celsissima - Ivory Curl Flower	25 L	2	
ELA eum	ELAEOCARPUS eumundii - Eumundi Quandong	25 L	1	
WAT flo	WATERHOUSEA floribunda - Weeping Lilly Pilly	25 L	3	
Shrubs				
COR kil	CORDYLINE 'Kilauea'	200mm	8	
COR kiw	CORDYLINE fruticosa 'Kiwi'	200mm	4	
COR rub	CORDYLINE 'Rubra'	200mm	14	
CAL gbf	CALLISTEMON 'Great Balls of Fire'	200mm	24	
CAL lit	CALLISTEMON 'Little John'	140mm	45	
MEL thy	MELALEUCA thymifolia - Thyme Honey Myrtle	140mm	47	
RAP ind	RHAPIOLEPSIS indica - Indian Hawthorn (Pink)	200mm	45	
XAN lit	XANTHOSTEMON verticellatus 'Little Penda'	200mm	20	
Groundcovers				
LOM hys	LOMANDRA hystrix - Mat Rush	140mm	5	
TRA tri	TRACHELOSPERMUM jasminoides - Tricolour	140mm	103	800mm O.C.
TURF	ZOYSIA 'Empire' 'A' Grade, healthy, weed and pest free	Rolls		

DATE	ISSUE	DESCRIPTION	DRAWN	CKD
1.12.24	C	Information Request Response	BB	BB
26.6.24	B	For Application	BB	BB
23.6.24	A	Draft For Client Update	BB	BB

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Landscape Operational Works Package
Job No: 2417

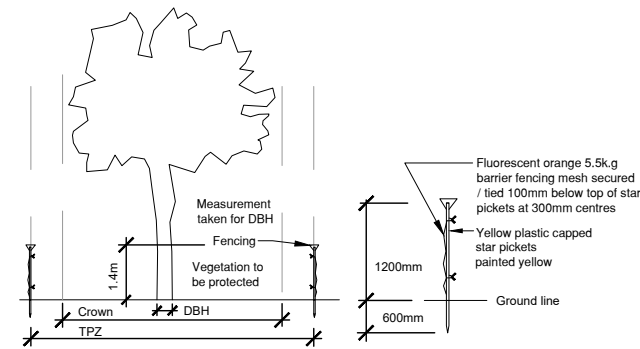
LD2 Finishes and Planting Schedules
Sheet Title

Project:
Proposed Accommodation Facility
28A 32-34 Acacia Street, Moranbah, QLD

Client: Sirrom Corporation

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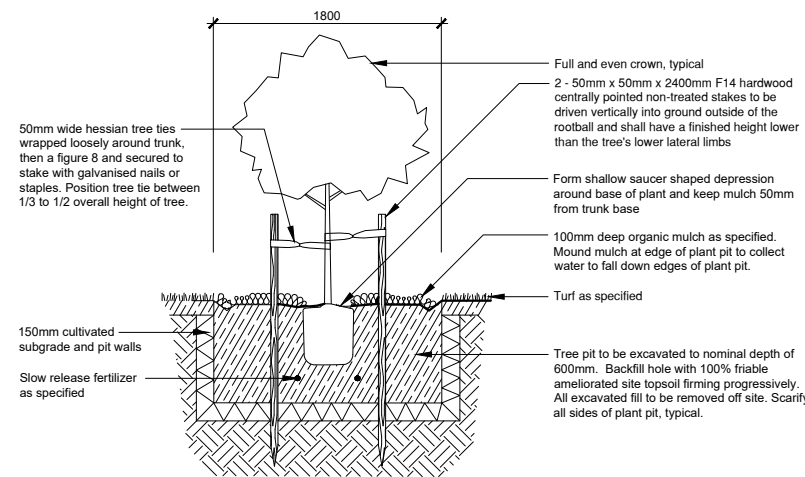
- Determining the Radius of the TPZ (Tree Protection Zone)**
- DBH (Diameter at Breast Height) - nominal trunk diameter at 1.4m above ground level
 - TPZ should not be less than 2m nor greater than 15m (except where crown protection is required)
 - TPZ = DBH X 12
 - TPZ of palms, other monocots, cycads and tree ferns should not be less than 1m
 - Variations and encroachments to the TPZ in accordance with A.S. 4970-2009



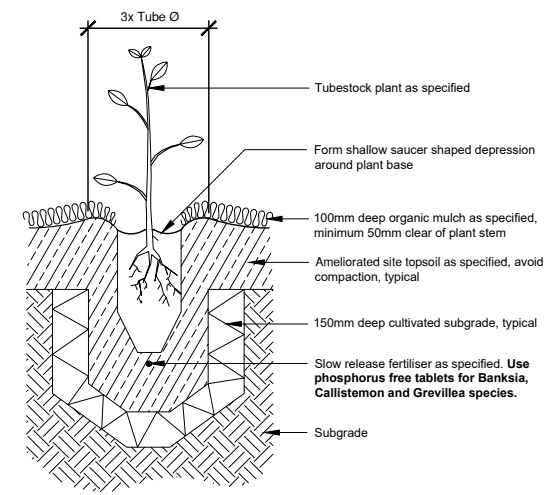
- NOTES:**
- Protective fencing to be installed around the TPZ to the commencement of any site works
 - Protective fencing identifying the TPZ, to be visibly signed within the development site. Lettering to comply with A.S.1319.
 - Fence posts and supports to have a diameter greater than 20mm, located clear of roots
 - Where tree protection fencing cannot be installed, trunk, branch and ground protection as specified by the project Arborist in accordance with A.S. 4970-2009
 - Within TPZ, mulch to a depth of 50-100mm only for disturbed land
 - Maintenance of TPZ includes regular monitoring of soil moisture levels and weed removal by hand and controlled by appropriate use of herbicide
 - TPZs to be monitored, inspected and certified by the project Arborist
 - Removal of tree protection measures at practical completion or as indicated by the project Arborist

1 Tree and Vegetation Protection Detail N.T.S.
LD3 Typical Detail

- NOTES:**
- Ensure crown of rootball level is set higher than adjacent finished ground levels to prevent excessive ponding around rootball.
 - When footpath is adjacent to street tree install root barrier to footpath side of plant pit as per notes above.

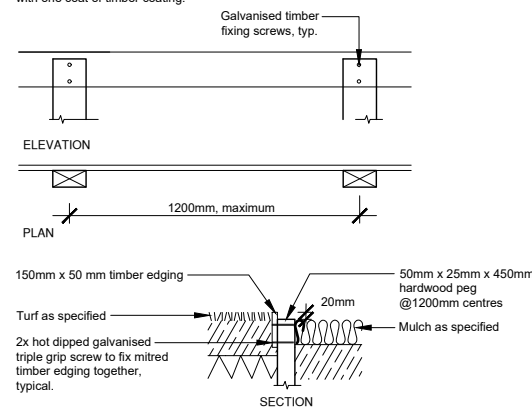


3 Tree Planting - in Garden or Turf 1:30
LD3 Typical Section

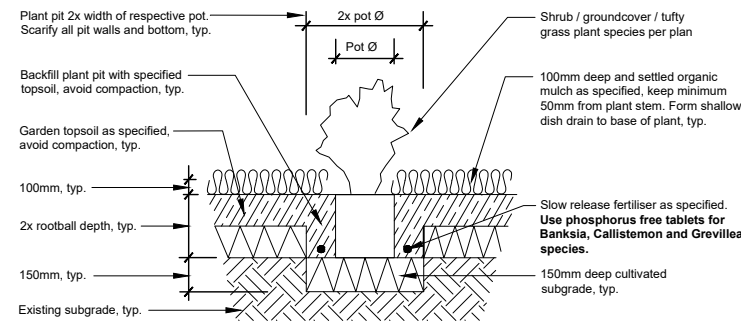


5 Tubestock Planting N.T.S.
LD3 Typical Section

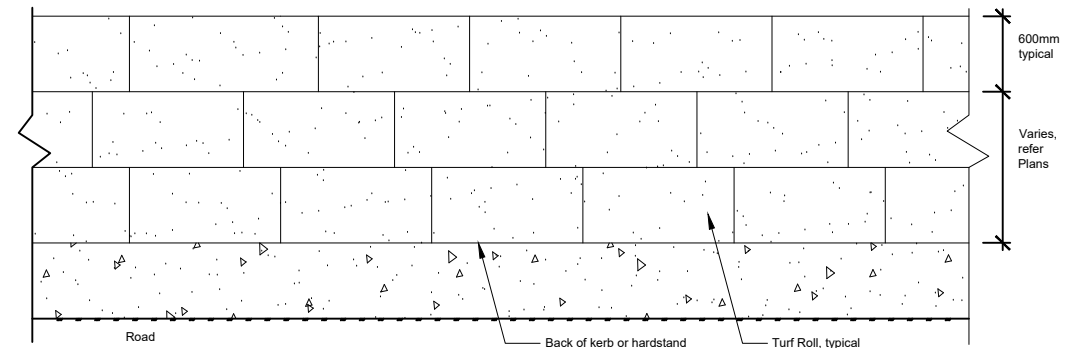
Timber Specification:
Unseasoned hardwood, Class 1 Select Grade F17, ACQ or Tanalith E minimum H4 treatment, with one coat of timber coating.



2 Hardwood Treated Garden Edge N.T.S.
LD3 Typical Detail



4 Potted Shrub, Groundcover Planting N.T.S.
LD3 Typical Section Detail



6 Turfing N.T.S.
LD3 Typical Plan Detail

DATE	ISSUE	DESCRIPTION	DRAWN	CHKD
1.12.24	C	Information Request Response	BB	BB
26.6.24	B	For Application	BB	BB
23.6.24	A	Draft For Client Update	BB	BB

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Landscape Operational Works Package
Job No: 2417

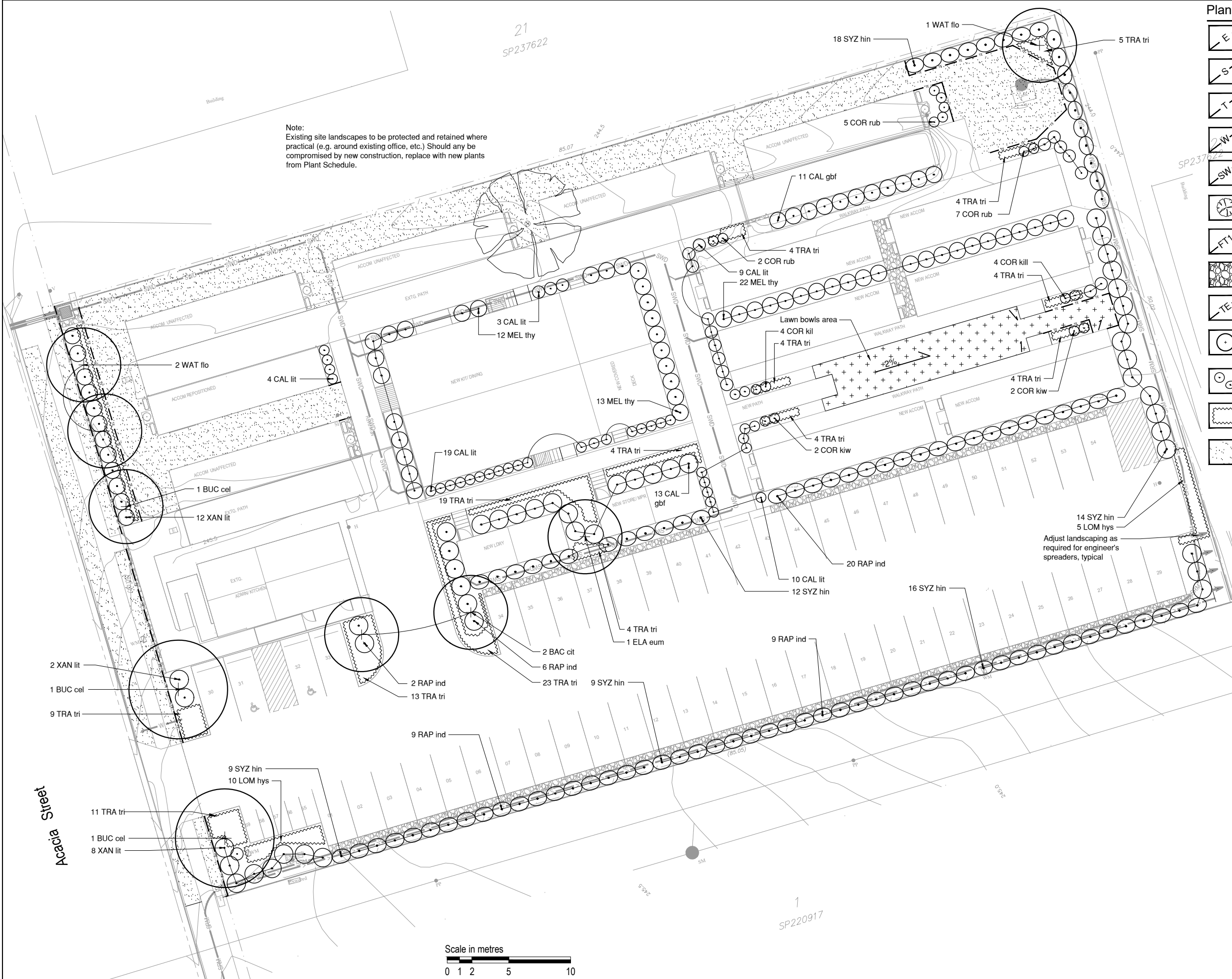
LD3 Details
Sheet Title

Project:
Proposed Accommodation Facility
28A 32-34 Acacia Street, Moranbah, QLD

Client: Sirrom Corporation

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Landscape Architecture, Urban Design, Land Planning
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M: +614 7705 5222
E: brian@birdgolfdesign.com
W: birdgolfdesign.com

Note:
Existing site landscapes to be protected and retained where practical (e.g. around existing office, etc.) Should any be compromised by new construction, replace with new plants from Plant Schedule.



Planting Plan Legend		Detail
	Electric Service Refer to plans by others to confirm locations and locate on-site prior to commencing works	
	Sewer Service Refer to plans by others to confirm locations and locate on-site prior to commencing works	
	Telecom Service Refer to plans by others to confirm locations and locate on-site prior to commencing works	
	Water Service Refer to plans by others to confirm locations and locate on-site prior to commencing works	
	Stormwater Refer to plans, confirm existing locations and locate on-site prior to commencing works	
	Existing Vegetation to Remain Refer to Detail	1 LD3
	Tree Protection Fencing Refer to Specifications, Detail	1 LD3
	Gravel Mulch Refer to Specifications, Finishes Schedule, Details	
	Timber Garden Edge Refer to Specifications, Detail	2 LD3
	Trees Refer to Specifications, Plant Schedule, Detail(s)	3 LD3
	Shrub, Climber / Vine, / Pruned Shrub Refer to Specifications, Plant Schedule and Detail	4 LD3
	Groundcovers Refer to Specifications, Plant Schedule, Detail	4 LD3
	Turf Refer to Specifications, Plant Schedule, Detail	6 LD3

BUILDER NOTE
Builder to review services plans by others to ensure that notes are aligned and / or retained within 1m of proposed trees during construction.

PLAN NOTES:
See Sheet LD2 for Schedules

NOT FOR TENDER OR CONSTRUCTION

WARNING

The locations of existing and proposed Telstra, telcoms, NBN, electricity, sewerage, gas (if any), water and stormwater pipes have been furnished and require confirmation. Prior to and during construction obtain the location of all services (underground and overhead) from the responsible authority and designer responsible for the service shown. Adjust landscape design as required to accommodate all services.

Scale:
1:150 @ A1
1:300 @ A3

North

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Landscape Operational Works Package
Job No: 2417
LP1 Planting Plan
Sheet Title

Project:
Proposed Accommodation Facility
28A 32-34 Acacia Street, Moranbah, QLD
Client: Sirrom Corporation

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W: birdgolfdesign.com

DATE	ISSUE	DESCRIPTION	DRAWN	CHKD
1.12.24	C	Information Request Response	BB	BB
26.6.24	B	For Application	BB	BB
23.6.24	A	Draft For Client Update	BB	BB

26 November 2024

Sirrom Corporation (Aust) Pty Ltd
C/- ADAMS + SPARKES Town Planning
PO Box 1000
Buddina QLD 4575

Attention: Cameron Adams

Dear Cameron,

**RE: 28A & 32-34 ACACIA STREET, MORANBAH
OUTSTANDING MATTERS RESPONSE**

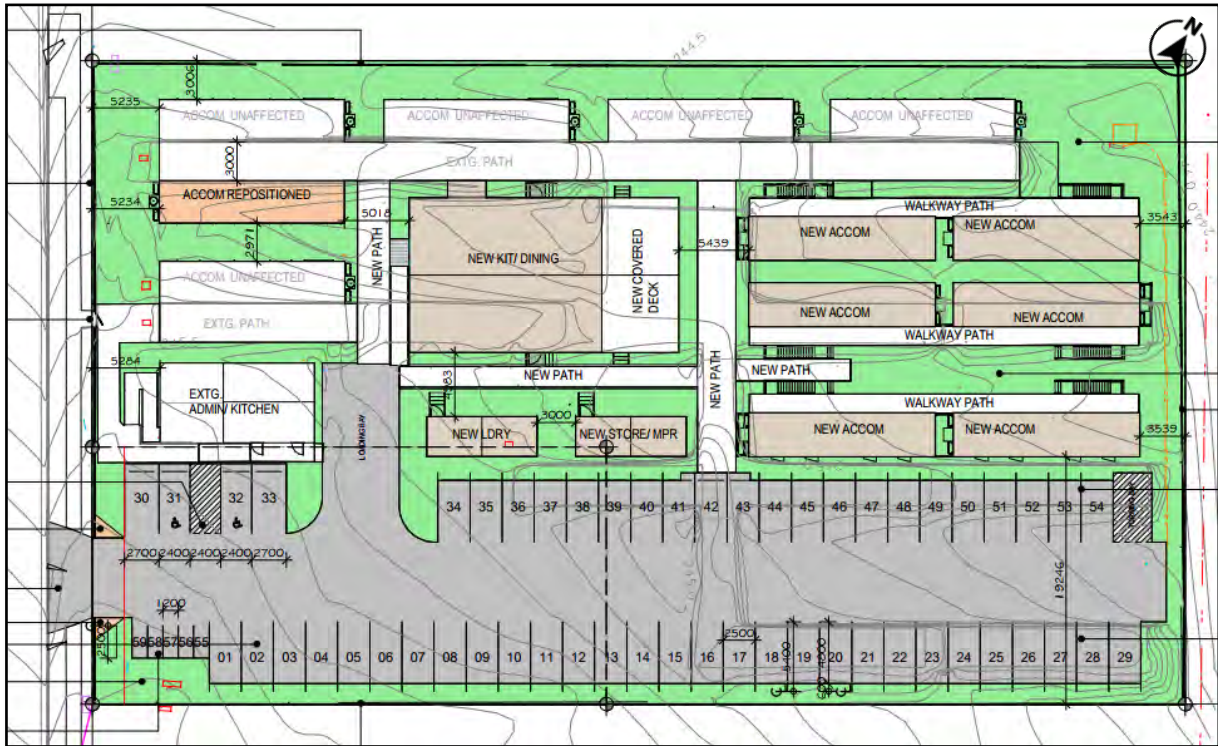
INTRODUCTION

This letter has been prepared by PTT in response to the traffic and transport engineering issues raised in the Isaac Regional Council Outstanding Matters notice, dated 23 September 2024, in relation to Development Application reference MCU23/0008. The subject site is located at 28A and 32-34 Acacia Street, Moranbah and is formally described as Lot 48 on GV814693 and Lot 1 on CP860074.

The development proposal comprises a material change of use for an extension to the existing non-resident workers accommodation. The proposal would increase the number of rooms at the facility from 52 to 72 rooms (a net increase of 20 rooms) and would now be supported by a total of 59 parking spaces (54 car parking spaces and five motorcycle bays). The traffic and transport engineering matters raised in the Isaac Regional Council Outstanding Matters notice and addressed below include Item 3, which relates to the number of on-site parking spaces.

The revised site layout plans are shown in Figure 1, with additional plans of development attached.

Figure 1: REVISED SITE LAYOUT



PARKING

The on-site car parking provision has been increased to a total of 54 parking spaces. An additional five motorcycle parking spaces are provided resulting in a total of 59 spaces. Therefore, the proposed on-site parking provision would comply with the EDQ guideline requirement of 0.75 parking spaces per room.

The additional parking spaces have been achieved by adopting a standard car parking space width of 2.5m. This equates to User Class 2 parking (as per Australian Standard AS2890.1), which is considered acceptable with the car parking spaces essentially catering for long-term (low turnover) employee parking (ie User Class 1 parking).

There are no other changes to the access, parking and servicing arrangements and all other aspects of the development design are consistent with the PTT Traffic Impact Statement, dated 26 June, 2024.

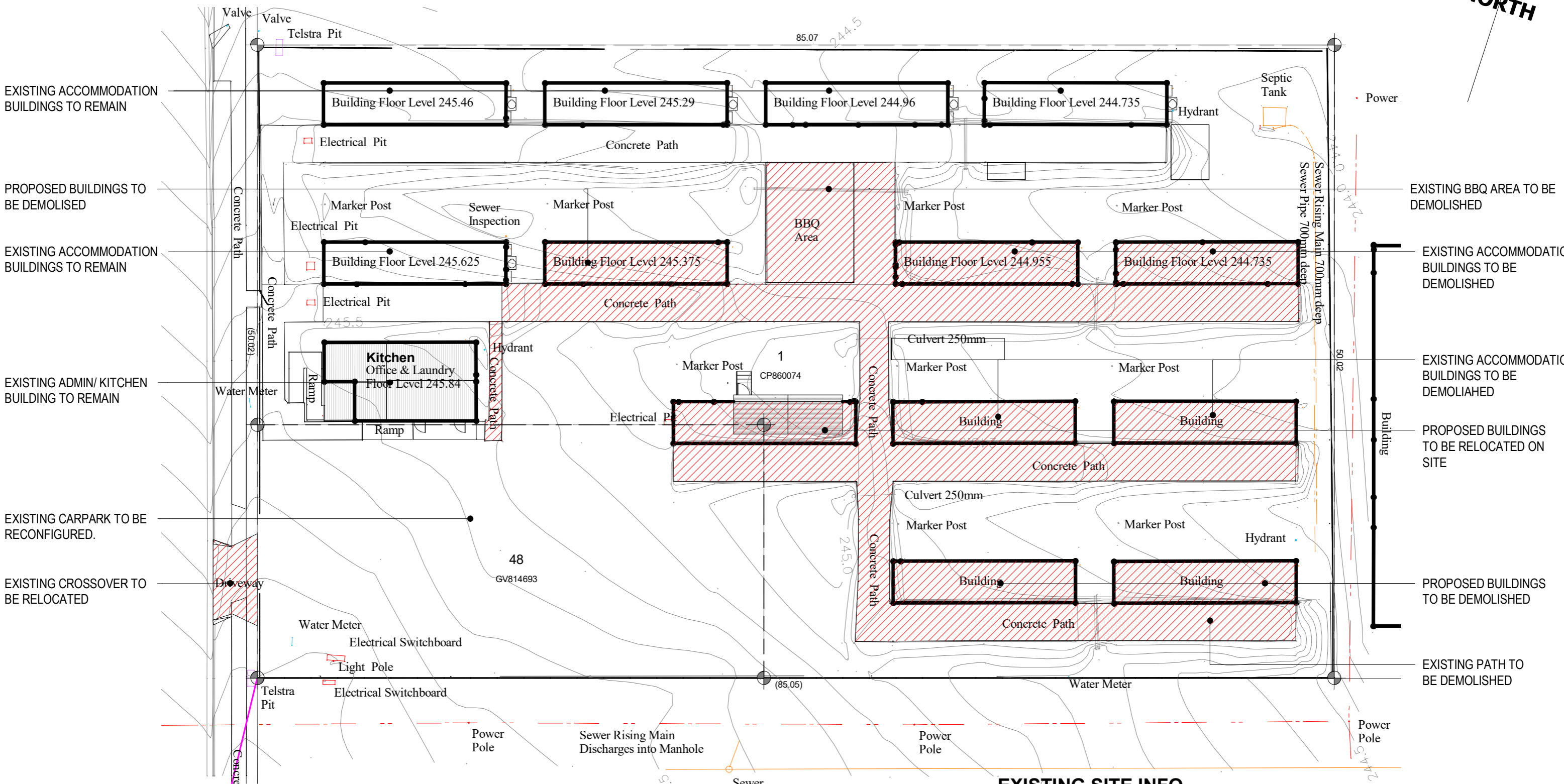
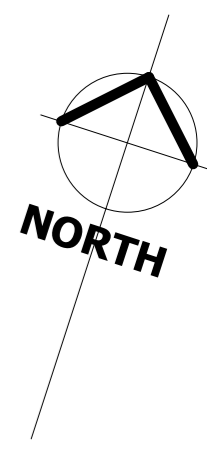
CONCLUSION

The findings outlined in this report respond to the traffic issues raised in the Isaac Regional Council Outstanding Matters notice in relation to the proposed extension to an existing non-resident workers accommodation. Based on the above, it is our view that the revised site layout plans and additional material presented address the outstanding traffic engineering issues and provide for safe and efficient traffic operations.

If you have any questions regarding the issues discussed above, please do not hesitate to contact us.

Yours sincerely,

Chris Bull
Director (RPEQ 32895)



EXISTING ACCOMMODATION BUILDINGS TO REMAIN

PROPOSED BUILDINGS TO BE DEMOLISHED

EXISTING ACCOMMODATION BUILDINGS TO REMAIN

EXISTING ADMIN/ KITCHEN BUILDING TO REMAIN

EXISTING CARPARK TO BE RECONFIGURED.

EXISTING CROSSOVER TO BE RELOCATED

EXISTING BBQ AREA TO BE DEMOLISHED

EXISTING ACCOMMODATION BUILDINGS TO BE DEMOLISHED

EXISTING ACCOMMODATION BUILDINGS TO BE DEMOLISHED

PROPOSED BUILDINGS TO BE RELOCATED ON SITE

PROPOSED BUILDINGS TO BE DEMOLISHED

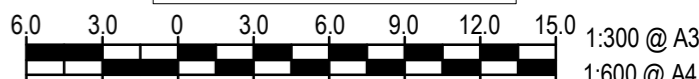
EXISTING PATH TO BE DEMOLISHED

EXISTING SITE INFO

LOT 1 ON CP960074 & LOT 48 ON GV814693

TOTAL SITE AREA	4,254.71m ²
- EXISTING BUILDING AREA	692.4m ²
- CARPARKING	863m ²
- OPEN AREA/ PATHS	2,699.31m ²
- SITE COVER	16.27%

NOT FOR CONSTRUCTION



SK - EXISTING SITE PLAN/ DEMOLITION PLAN
1 : 300@A3

NOTE:
- VERIFY ALL DIMENSIONS ON SITE
- NOTED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS
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PROJECT : PROPOSED RENOVATIONS TO ACCOMMODATION FACILITY
CLIENT : SIRROM CORPORATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



ANDRE MELVILLE BUILDING DESIGN & DRAFTING SERVICES
P.O BOX 8, LABRADOR, QLD 4814
0498 001 535
E-MAIL: admin@ambd.com.au
www.ambd.com.au



No.	Description	Date
A	SITE CONCEPT LAYOUT	07/04/22
B	UPDATED SKETCH PLANS	11/04/22
C	REVISED BUILDING AND CARPARKING LAYOUT	23/10/22
D	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23

DESIGNED	AM	EXISTING SITE PLAN
DRAWN	AM	
DATE	NOV 2018	
SCALE	A3 As indicated	
ISSUED	26/01/23	

22-106 - SK-02 - D

QBCC No. 1222804
ABN No. 37 155 932 675

2011/2024 7:02:34 AM



EXISTING ACOUSTIC FENCE

PROPOSED NEW FRONT FENCE

PROPOSED ENTRY GATE

PROVIDE BOLLARD

SITE TRIANGLE

PROPOSED NEW CROSSOVER LOCATION

SITE TRIANGLE

PROPOSED NEW SEALED CAR PARK

ZONE OF EXISTING SITE SERVICES

MOTORBIKE PARKING

PROPOSED NEW ACOUSTIC FENCE

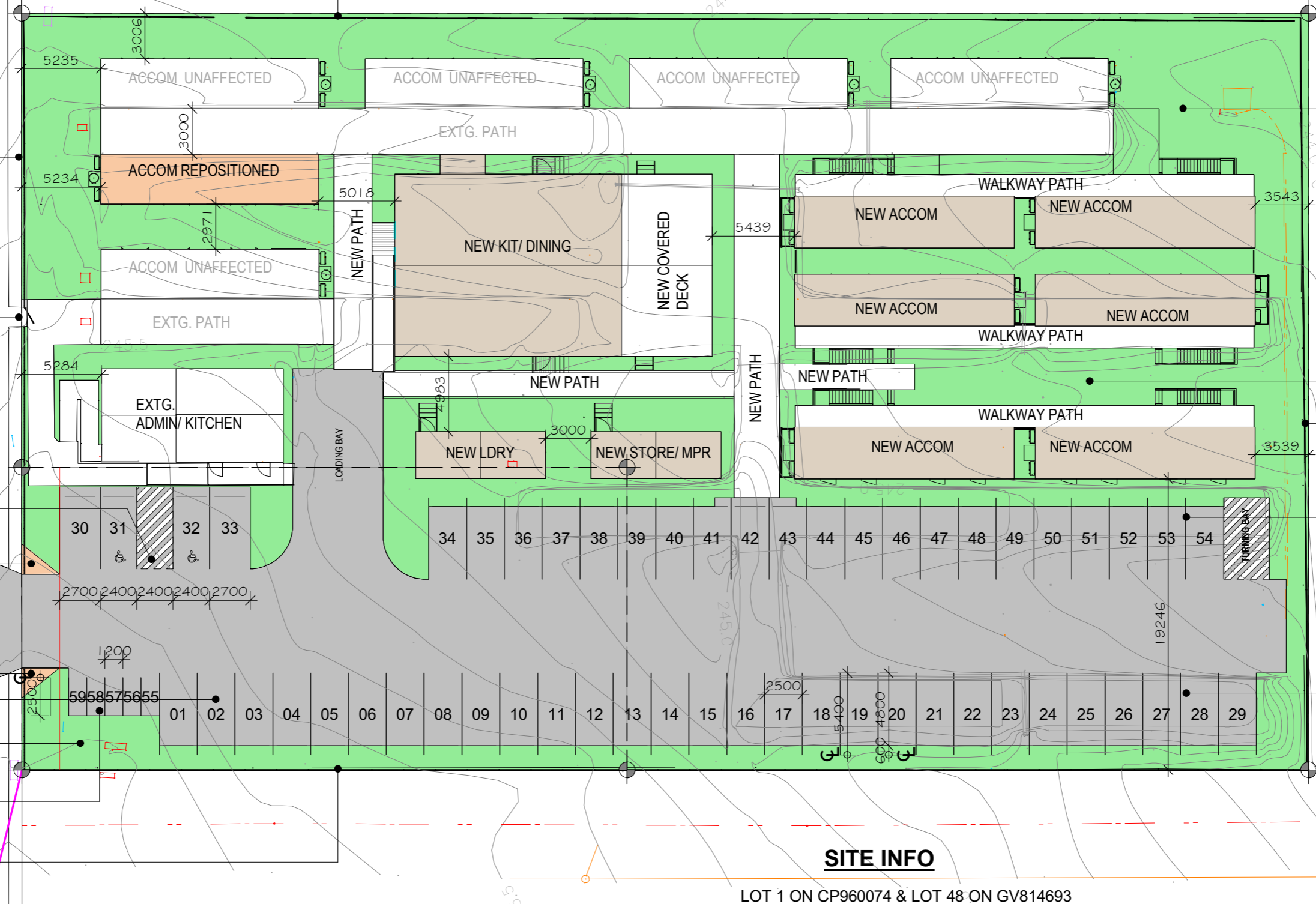
COMMUNAL AREA

COMMUNAL AREA

EXISTING ACOUSTIC FENCE

REVERSE IN PARKING BAYS ONLY WITH 600mm OVERHANG

REVERSE IN PARKING BAYS ONLY WITH 600mm OVERHANG

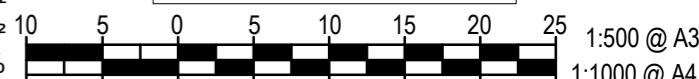


SITE INFO

LOT 1 ON CP960074 & LOT 48 ON GV814693

TOTAL SITE AREA	4,254.71m ²
- EXISTING BUILDING TO REMAIN ARE	312.2m ²
- NEW PROPOSED BUILDING AREA	536m ²
- CARPARKING	1,318m ²
- OPEN AREA/ PATHS	2,088.5m ²
- SITE COVER	19.93%

NOT FOR CONSTRUCTION



CP-MASTER OVERALL SITE PLAN
1 : 300@A3

NOTE:
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PROJECT : PROPOSED RENOVATIONS TO ACCOMMODATION FACILITY
CLIENT : SIRROM CORPERATION (AUST) PTY LTD
LOCATION: 28 ACACIA STREET, MORANBAH QLD 4744



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www.ambd.com.au

QBCC No. 1222804
ABN No. 37 155 932 675



No.	Description	Date
A	SITE CONCEPT LAYOUT	07/04/22
B	UPDATED SKETCH PLANS	11/04/22
C	REVISED BUILDING AND CARPARKING LAYOUT	23/10/22
D	UPDATED PLANS WITH CONTOUR UNDERLAY	26/01/23
E	REVISED CARPARK AREA	12/05/24
F	REVISED CARPARK NUMBERS	20/11/24

DESIGNED	AM	DATE
DRAWN	AM	NOV 2018
SCALE	A3	As indicated
ISSUED		20/11/24

PROPOSED NEW MASTER PLAN
22-106 - SK-03 - F

20/11/2024 7:02:37 AM

NORTH

PROPOSED RELOCATED ACCOMMODATION

PROPOSED NEW 2 STORY ACCOMMODATION

PROPOSED NEW 2 STORY ACCOMMODATION

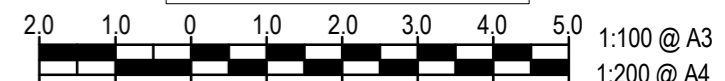
REVERSE IN PARKING BAYS ONLY WITH 600mm OVERHANG

REVERSE IN PARKING BAYS ONLY WITH 600mm OVERHANG

SITE-GROUND FLOOR STAGE 1

1 : 300@A3

NOT FOR CONSTRUCTION



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Page 500



No.	Description	Date
A	UPDATED SKEET PLANS	11/04/22
B	REVISED BUILDINGS AND CARPARKING LAYOUT	23/10/22
C	REVISED CARPARK AREA	12/05/24
D	REVISED CARPARK NUMBERS	20/11/24

DESIGNED	Designer
DRAWN	Author
DATE	04/07/22
SCALE	A3 1:300
ISSUED	20/11/24

STAGE 1 FLOOR PLAN	
22-106 - SK-04 - D	

20/11/2024 7:12:05 AM

CHAPTER 6, PART 1 APPEAL RIGHTS

229 Appeals to tribunal or P&E Court

- (1) Schedule 1 states—
 - (a) matters that may be appealed to—
 - (i) either a tribunal or the P&E Court; or
 - (ii) only a tribunal; or
 - (iii) only the P&E Court; and
 - (b) the person—
 - (i) who may appeal a matter (the appellant); and
 - (ii) who is a respondent in an appeal of the matter; and
 - (iii) who is a co-respondent in an appeal of the matter; and
 - (iv) who may elect to be a co-respondent in an appeal of the matter.
- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is—
 - (a) for an appeal by a building advisory agency—10 business days after a decision notice for the decision is given to the agency; or
 - (b) for an appeal against a deemed refusal—at any time after the deemed refusal happens; or
 - (c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises—20 business days after a notice is published under section 269(3)(a) or (4); or
 - (d) for an appeal against an infrastructure charges notice—20 business days after the infrastructure charges notice is given to the person; or
 - (e) for an appeal about a deemed approval of a development application for which a decision notice has not been given—30 business days after the applicant gives the deemed approval notice to the assessment manager; or
 - (f) for any other appeal—20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.

Note — See the P&E Court Act for the court's power to extend the appeal period.

- (4) Each respondent and co-respondent for an appeal may be heard in the appeal.
- (5) If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.
- (6) To remove any doubt, it is declared that an appeal against an infrastructure charges notice must not be about—
 - (a) the adopted charge itself; or
 - (b) for a decision about an offset or refund—
 - (i) the establishment cost of trunk infrastructure identified in a LGIP; or
 - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution.

230 Notice of appeal

- (1) An appellant starts an appeal by lodging, with the registrar of the tribunal or P&E Court, a notice of appeal that—
 - (a) is in the approved form; and
 - (b) succinctly states the grounds of the appeal.
- (2) The notice of appeal must be accompanied by the required fee.

- (3) The appellant or, for an appeal to a tribunal, the registrar must, within the service period, give a copy of the notice of appeal to—
 - (a) the respondent for the appeal; and
 - (b) each co-respondent for the appeal; and
 - (c) for an appeal about a development application under schedule 1, table 1, item 1—each principal submitter for the development application; and
 - (d) for an appeal about a change application under schedule 1, table 1, item 2—each principal submitter for the change application; and
 - (e) each person who may elect to become a co-respondent for the appeal, other than an eligible submitter who is not a principal submitter in an appeal under paragraph (c) or (d); and
 - (f) for an appeal to the P&E Court—the chief executive; and
 - (g) for an appeal to a tribunal under another Act—any other person who the registrar considers appropriate.
- (4) The service period is—
 - (a) if a submitter or advice agency started the appeal in the P&E Court—2 business days after the appeal is started; or
 - (b) otherwise—10 business days after the appeal is started.
- (5) A notice of appeal given to a person who may elect to be a co-respondent must state the effect of subsection (6).
- (6) A person elects to be a co-respondent by filing a notice of election, in the approved form, within 10 business days after the notice of appeal is given to the person.

SCHEDULE 1 APPEALS

1 Appeal rights and parties to appeals

- (1) Table 1 states the matters that may be appealed to—
 - (a) the P&E court; or
 - (b) a tribunal.
- (2) However, table 1 applies to a tribunal only if the matter involves—
 - (a) the refusal, or deemed refusal of a development application, for—
 - (i) a material change of use for a classified building; or
 - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
 - (b) a provision of a development approval for—
 - (i) a material change of use for a classified building; or
 - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
 - (c) if a development permit was applied for—the decision to give a preliminary approval for—
 - (i) a material change of use for a classified building; or
 - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
 - (d) a development condition if—
 - (i) the development approval is only for a material change of use that involves the use of a building classified under the Building Code as a class 2 building; and
 - (ii) the building is, or is proposed to be, not more than 3 storeys; and
 - (iii) the proposed development is for not more than 60 sole-occupancy units; or
 - (e) a decision for, or a deemed refusal of, an extension application for a development approval that is only for a material change of use of a classified building; or
 - (f) a decision for, or a deemed refusal of, a change application for a development approval that is only for a material change of use of a classified building; or

- (g) a matter under this Act, to the extent the matter relates to—
 - (i) the Building Act, other than a matter under that Act that may or must be decided by the Queensland Building and Construction Commission; or
 - (ii) the Plumbing and Drainage Act, part 4 or 5; or
 - (h) a decision to give an enforcement notice in relation to a matter under paragraphs (a) to (g); or
 - (i) a decision to give an infrastructure charges notice; or
 - (j) the refusal, or deemed refusal, of a conversion application; or
 - (k) a matter that, under another Act, may be appealed to the tribunal; or
 - (l) a matter prescribed by regulation.
- (3) Also, table 1 does not apply to a tribunal if the matter involves—
- (a) for a matter in subsection (2)(a) to (d)—
 - (i) a development approval for which the development application required impact assessment; and
 - (ii) a development approval in relation to which the assessment manager received a properly made submission for the development application; or
 - (b) a provision of a development approval about the identification or inclusion, under a variation approval, of a matter for the development.
- (4) Table 2 states the matters that may be appealed only to the P&E Court.
- (5) Table 3 states the matters that may be appealed only to the tribunal.
- (6) In each table—
- (a) column 1 states the appellant in the appeal; and
 - (b) column 2 states the respondent in the appeal; and
 - (c) column 3 states the co-respondent (if any) in the appeal; and
 - (d) column 4 states the co-respondents by election (if any) in the appeal.
- (7) If the chief executive receives a notice of appeal under section 230(3)(f), the chief executive may elect to be a co-respondent in the appeal.

Extract of Schedule 1 of the Planning Act 2016

Table 1			
Appeals to the P&E Court and, for certain matters, to a tribunal			
<p>1. Development applications</p> <p>An appeal may be made against—</p> <ul style="list-style-type: none"> (a) the refusal of all or part of the development application; or (b) the deemed refusal of the development application; or (c) a provision of the development approval; or (d) if a development permit was applied for—the decision to give a preliminary approval. 			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The applicant	The assessment manager	If the appeal is about a concurrence agency's referral response—the concurrence agency	<ul style="list-style-type: none"> 1 A concurrence agency that is not a co-respondent 2 If a chosen assessment manager is the respondent—the prescribed assessment manager 3 Any eligible advice agency for the application 4 Any eligible submitter for the application

**Table 2
Appeals to the P&E Court only**

<p>2. Eligible submitter appeals</p> <p>An appeal may be made against the decision to give a development approval, or an approval for a change application, to the extent that the decision relates to—</p> <p>(a) any part of the development application for the development approval that required impact assessment; or</p> <p>(b) a variation request.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
<p>1 For a development application—an eligible submitter for the development application</p> <p>2 For a change application—an eligible submitter for the change application</p>	<p>1 For a development application—the assessment manager</p> <p>2 For a change application—the responsible entity</p>	<p>1 The applicant</p> <p>2 If the appeal is about a concurrence agency's referral response—the concurrence agency</p>	<p>Another eligible submitter for the application</p>
<p>3. Eligible submitter and eligible advice agency appeals</p> <p>An appeal may be made against a provision of a development approval, or failure to include a provision in the development approval, to the extent the matter relates to—</p> <p>(a) any part of the development application or the change application, for the development approval, that required impact assessment; or</p> <p>(b) a variation request.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
<p>1 For a development application—an eligible submitter for the development application</p> <p>2 For a change application—an eligible submitter for the change application</p> <p>3 An eligible advice agency for the development application or change application</p>	<p>1 For a development application—the assessment manager</p> <p>2 For a change application—the responsible entity</p>	<p>1 The applicant</p> <p>2 If the appeal is about a concurrence agency's referral response—the concurrence agency</p>	<p>Another eligible submitter for the application</p>

Our Ref.: MCU23/0008

Sirrom Corporation (Aust.) Pty Ltd,
C/- Adams and Sparkes Town Planning,
PO BOX 1000
Buddina QLD 4557

Attention: Cameron Adams

Dear Sir

INFRASTRUCTURE CHARGE NOTICE
SECTION 119 OF THE PLANNING ACT 2016
ISAAC REGIONAL COUNCIL CHARGES RESOLUTION (NO. 3) 2021

APPLICATION DETAILS

APPLICATION TYPE:	Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms)
APPLICATION NUMBER:	MCU23/0008
APPLICANT:	Sirrom Corporation (Aust.) Pty Ltd, C/- Adams and Sparkes Town Planning
OWNER:	Sirrom Corporation (NT) Pty Ltd Morris Corporation (NT) Pty Ltd
SITE ADDRESS:	28A & 32-34 Acacia Street, Moranbah
PROPERTY DESCRIPTION:	Lot 1 on CP860074 and Lot 48 on GP814693
PLANNING INSTRUMENT:	Isaac Regional Planning Scheme 2021, Version 1

APPROVAL DETAILS

DECISION DATE:	<insert decision date>
NATURE OF APPROVAL:	Approved
TYPE OF APPROVAL:	Priority Development Area Development Permit - Material Change of Use – Extension to existing Non-resident worker accommodation (20 additional rooms)

THE INFRASTRUCTURE CHARGE

Date of Issue of Infrastructure Charge Notice: <to be inserted>

Timing of Payment: In accordance with Section 122 of the *Planning Act 2016*:

If the charge applies for a material change of use—
When the change happens.

GROSS LEVIED CHARGE	\$215,904.00
CREDITS APPLIED	Nil
NET LEVIED CHARGE	\$215,904.00
APPLICABLE OFFSETS	NIL
APPLICABLE REFUNDS	NIL
INFRASTRUCTURE AGREEMENT IN PLACE AT TIME OF ISSUE OF THIS INFRASTRUCTURE CHARGES NOTICE	Nil
LEVIED CHARGE PAYABLE	\$215,904.00 (+ Annual Adjustments)

(Details of how these charges were calculated are shown overleaf)

ADJUSTMENTS TO THE INFRASTRUCTURE CHARGE

1. AUTOMATIC INCREASE PROVISION

An infrastructure charge levied by Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI Index applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI Index average¹.

If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase. The total sum levied for any of the infrastructure networks cannot exceed the maximum adopted charge rate for that infrastructure network calculated for the additional demand of the approved development.

Upon request Council shall provide the indexation amount that needs to be added to the levied charge and confirm the total amount outstanding.

2. INFRASTRUCTURE AGREEMENT

An Infrastructure Agreement may apply in respect of this Infrastructure Charges Notice. The Infrastructure Agreement may be entered into before or after the Decision Notice is issued for the approved development. An agreement about either or both of the following may be entered

¹ 3-yearly PPI index average is defined in schedule 2 of the *Planning Act 2016* and means the PPI index smoothed in accordance with the 3-year moving average quarterly percentage change between quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

into:

- a. payment other than as provided by Section 122 of the *Planning Act 2016*, for instance payment by instalment;
- b. provision of infrastructure instead of paying all or part of the levied charge.

In the event of an inconsistency between an Infrastructure Agreement and this Infrastructure Charges Notice, the Infrastructure Agreement may prevail pursuant to Section 157 of the *Planning Act 2016*.

3. FAILURE TO PAY

A levied charge for infrastructure fixed by a local government is, for the purposes of recovery, as per Section 144(1) of the *Planning Act 2016*. This is taken to be a rate within the meaning of the *Local Government Act 2009*. This means:

- a. an adopted infrastructure charge may be recovered by court action for a debt;
- b. an adopted infrastructure charge may be recovered from the person for the time being owning the relevant land, regardless of who was the owner or other person upon whom the charges was imposed;
- c. interest is payable on overdue payments (Compound annual interest at 11% calculated daily is to be applied on an overdue charge); and
- d. if a levied charge is unpaid for 3 years, the land can be sold to recover the outstanding charges.

PAYMENT OF THE INFRASTRUCTURE CHARGE

1. PAYMENT BY MAIL

Confirm the current levied charge applicable and obtain an updated payment notice from Council's Planning Department.

Mail this updated payment notice immediately with your payment to: ISAAC REGIONAL COUNCIL, PO Box 97, MORANBAH QLD 4744.

NOTE: Cheques must be made payable to ISAAC REGIONAL COUNCIL

2. PAYMENT AT COUNCIL OFFICES

Confirm the current levied charge applicable.

Present written confirmation of charges with your payment to an Isaac Regional Council Office. Please see Council's website for locations.

NOTE: Cheques must be made payable to ISAAC REGIONAL COUNCIL

3. PAYMENT MADE BY CREDIT CARD

Credit Cards accepted: Mastercard or Visa

4. PAYMENT MADE BY ELECTRONIC FUND TRANSFER (EFT)

BSB: 084-789
Account No: 71 664 4960
Account Name: ISAAC REGIONAL COUNCIL

Reference: ICN MCU23-0008

Provide Council with a copy of the EFT transfer receipt or remittance advice and copy of the confirmed current applicable levied charge.

OTHER MATTERS

1. LAPSING OF INFRASTRUCTURE CHARGES NOTICE

This Infrastructure Charges Notice stops having effect to the extent the approved development stops having effect.

2. GOODS AND SERVICES TAX

The Federal Government has determined that rates and utility charges levied by a Local Government will be GST free. Accordingly, no GST is included in this Infrastructure Charges Notice.

3. APPLICABLE OFFSETS AND REFUNDS

Infrastructure offsets and refunds apply when developers are required to provide trunk infrastructure. These may be physical works (such as a sewer main) or land to accommodate infrastructure (for a future road upgrade). The infrastructure (or land) requirement will be conditioned as part of a development approval. In those circumstances, the cost of that trunk infrastructure will be offset against any infrastructure charges payable under the development approval (as an Infrastructure Charges Notice will still be issued where adopted infrastructures apply). Where the cost of providing the trunk infrastructure is greater than the infrastructure charges, a refund will be paid to the developer.

4. RATIONALE FOR ISSUE OF INFRASTRUCTURE CHARGES NOTICE

Isaac Regional Council has issued this Infrastructure Charges Notice as a result of additional demand placed upon trunk infrastructure that will be generated by the approved development. The levied charge has been calculated in accordance with Isaac Regional Council Charges Resolution (No.3) 2021, the Planning Act 2016 and the Planning Regulation 2017.

5. CONTACT

For further information please contact your local Council:

Phone: 1300 ISAACS (1300 47 22 27)
or +617 4846 3500 if phoning from overseas
or 07 4846 3500 (alternative phone number)

Write to:

The Chief Executive Officer
Isaac Regional Council
PO Box 97
MORANBAH QLD 4744

E-mail: records@isaac.qld.gov.au

(In order for us to receive your email, please ensure it is no larger than 10MB)

Send a message on our 'Contact' located on the web page:

<https://www.isaac.qld.gov.au/contact-us/home>

This web page also lists all of our office locations if you would prefer to visit your nearest Council office, open Monday to Friday, 8.30 am to 5 pm.

6. APPEAL RIGHTS

Should you wish to appeal an Infrastructure Charges Notice, you may make representations to Isaac Regional Council within twenty (20) business days after receipt of the Infrastructure Charges Notice, under section 125 of the *Planning Act 2016*.

Isaac Regional Council may only give one (1) negotiated infrastructure charge notice in respect of section 125 of the *Planning Act 2016*.

Attached is an extract from the *Planning Act 2016* which details the appeal rights in relation to the Infrastructure Charges Notice, 'Planning Act 2016 – Appeals Information'.

7. HOW THE LEVIED CHARGE WAS WORKED OUT – CALCULATION SUMMARY

A. Charges – Extra Demand

Table 1: Water Supply Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Accommodation (Short Term)	20	Per bedroom	\$2,267.00	Table 2.1	\$45,340.00

Table 2: Sewerage Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Accommodation (Short Term)	20	Per bedroom	\$2,159.00	Table 2.1	\$43,180.00

Table 3: Transport Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Accommodation (Short Term)	20	Per bedroom	\$4,966.00	Table 2.1	\$99,320.00

Table 4: Parks and Land for Community Facilities Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Accommodation (Short Term)	20	Per bedroom	\$1,403.20	Table 2.1	\$28,064.00

Table 5: Stormwater Adopted Charges

Not applicable

Table 6: All Networks Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Accommodation (Short Term)	\$45,340.00	\$43,180.00	\$99,320.00	\$28,064.00	\$0.00	\$215,904.00
Total	\$45,340.00	\$43,180.00	\$99,320.00	\$28,064.00	\$0.00	\$215,904.00

B. Credits – Demand Credits

Nil

Table 13: Net Levied Charge Summary

Gross Levied Charge Amount Total	Applied Credit Amount Total	Net Levied Charge Amount
\$215,904.00	Nil	\$215,904.00

8. OFFSET OR REFUND

No offsets or refunds are applicable to this application or calculation of applicable levied charges.

If you find an inaccuracy in any of the information provided above or have a query, please contact Isaac Regional Council on 1300 472 227 or email liveability.sustainability@isaac.qld.gov.au quoting MCU23/0008

MICHAEL ST CLAIR
Manager Liveability and Sustainability
(on behalf of Cale Dendle, Chief Executive Officer)

Enclosure: Representation and Appeal Information for Infrastructure Charges Notice.

APPEAL RIGHTS

Planning Act 2016

Chapter 4 Infrastructure

Part 2 Provisions for local governments

125 Representations about infrastructure charges notice

- 1) During the appeal period for the infrastructure charges notice, the recipient may make representations to the local government about the infrastructure charges notice.
- 2) The local government must consider the representations.
- 3) If the local government—
 - a) agrees with a representation; and
 - b) decides to change the infrastructure charges notice; the local government must, within 10 business days after making the decision, give a new infrastructure charges notice (a negotiated notice) to the recipient.
- 4) The local government may give only 1 negotiated notice.
- 5) A negotiated notice—
 - a) must be in the same form as the infrastructure charges notice; and
 - b) must state the nature of the changes; and
 - c) replaces the infrastructure charges notice.
- 6) If the local government does not agree with any of the representations, the local government must, within 10 business days after making the decision, give a decision notice about the decision to the recipient.
- 7) The appeal period for the infrastructure charges notice starts again when the local government gives the decision notice to the recipient. [s 126] *Planning Act 2016* Chapter 4 Infrastructure Page 142 Current as at 10 June 2022 Authorised by the Parliamentary Counsel

126 Suspending relevant appeal period

- 1) If the recipient needs more time to make representations, the recipient may give a notice suspending the relevant appeal period to the local government.
- 2) The recipient may give only 1 notice.
- 3) If the representations are not made within 20 business days after the notice is given, the balance of the relevant appeal period restarts.
- 4) If representations are made within the 20 business days and the recipient gives the local government a notice withdrawing the notice of suspension, the balance of the relevant appeal period restarts the day after the local government receives the notice of withdrawal.

MEETING DETAILS

Ordinary Meeting
Wednesday 26 February 2025

AUTHOR

Beau Jackson

AUTHOR POSITION

Executive Manager of Advocacy and External Affairs

10.4**CUC ISAAC LTD REQUEST FOR SUPPORT**

EXECUTIVE SUMMARY

Executive Manager Advocacy and External Affairs reporting on request for financial assistance from CUC Isaac Ltd.

OFFICER'S RECOMMENDATION

That:

1. ***Country Universities Centre Isaac Ltd be advised that, if necessary, Council will extend its support for the establishment of campuses in Moranbah and Clermont by:***
 - a) ***Providing a co-branded vehicle (notionally small SUV) from Council's fleet.***
 - b) ***Securing suitable accommodation for the Centre Manager at a rate no greater than Council's private rental rate as adjusted from time to time.***
 - c) ***Continuing the commercial rental subsidy for the Moranbah Town Square campus until such time as the Isaac Resources Excellence Precinct is available.***
 - d) ***Councillors note that funding is available for this assistance in 2024/2025, but will need to be budgeted and indexed separately in 2025/26 and beyond.***

BACKGROUND

About CUC Isaac and Its Role in Regional Education

CUC Isaac is part of the Country University Centres (CUC) network, an initiative designed to improve access to higher education for students in regional, rural, and remote communities. These centres serve as critical infrastructure to address geographic and economic barriers to tertiary education by providing dedicated study spaces, technology access, academic support, and industry linkages for students undertaking online or mixed-mode university courses.

CUC Isaac was established with the support of Isaac Regional Council and industry partners to provide local students with a structured and supported learning environment without requiring them to relocate to major urban centres.

The initiative aligns with Council's strategic goal of improving regional workforce capability, enhancing local career pathways, and fostering community resilience in response to economic transitions, particularly in light of the changing energy and resources landscape.

Context for the Request

Isaac Regional Council has previously supported CUC Isaac through financial contributions, rental subsidies, and advocacy efforts. The recent request for additional support comes at a pivotal time as CUC Isaac continues to expand its services and solidify its role in the community.

The three specific requests from CUC Isaac—a co-branded vehicle, access to council housing, and continuation of the rental subsidy—are aimed at ensuring long-term operational sustainability, increasing student outreach, and maintaining service delivery during a transitional period while awaiting the completion of the Isaac Resources Excellence Precinct (IREP).

1. **Co-Branded Vehicle - estimated cost \$18,000:** A branded fleet vehicle would allow CUC Isaac to enhance its presence across the region, facilitating student outreach, industry engagement, and community partnerships. This aligns with Council's broader commitment to education accessibility, supporting liveability and regional connectivity.
2. **Council Housing Allocation - estimated cost \$18,200:** The availability of suitable housing is a key factor in attracting and retaining qualified education support personnel. Given regional housing constraints, Council's support would help in the recruitment and retention of a Centre Manager.
3. **Commercial Rental Subsidy Extension - estimated cost \$60,000 ex gst and subject to annual CPI increases:** Until the Isaac Resources Excellence Precinct (IREP) is complete, the existing Town Square location remains the primary hub for CUC Isaac. Continuing the rental subsidy would provide stability, allowing CUC Isaac to establish operations and maintain uninterrupted support services for students.

By addressing these requests, Council can strengthen regional education outcomes, workforce upskilling, and local industry partnerships, supporting long-term economic and social sustainability.

IMPLICATIONS

- Financial Implications
- Community expectations
- Security of funding and project delivery

CONSULTATION

- Chief Executive Officer
- Director Planning, Environment and Community Services
- Director Corporate Governance and Financial Services
- Program Manager Capital Delivery
- Coordinator Plant and Workshops, Engineering and Infrastructure
- Coordinator Corporate Properties, Engineering and Infrastructure

Several updates have been provided to Council and the Executive Leadership Team regarding the proposed Country University Centres – Isaac project.

BASIS FOR RECOMMENDATION

Endorsing this support package will further solidify Council's commitment to regional education and workforce development, ensuring long-term benefits for the community. The recommended actions provide a balanced approach to meeting CUC Isaac's needs while maintaining fiscal responsibility. This contribution will constitute council's financial support for the CUC Isaac project.

ACTION ACCOUNTABILITY

The Executive Manager Advocacy and External Affairs will oversee discussions with CUC Isaac and coordinate the implementation of approved support measures in conjunction with the relevant Council departments.

KEY MESSAGES

- Council remains committed to supporting regional education initiatives.
- The strategic partnership with CUC Isaac strengthens workforce development, improves education outcomes and builds community resilience.
- Financial and operational sustainability remain key considerations in delivering support.

Report prepared by:	Report authorised by:
BEAU JACKSON	CALE DENDLE
Executive Manager Advocacy and External Affairs	Chief Executive Officer
Date: 19 February 2025	Date: 20 February 2025

ATTACHMENTS

- CUC Isaac Request for Support - Isaac Regional Council 5 Feb 2025

REFERENCE DOCUMENT

- Nil

5 February 2025

Mayor Kelly Vea Vea
Isaac Regional Council
Batchelor Parade
Moranbah, Qld 4744

Dear Mayor Vea Vea,

REQUEST FOR SUPPORT: CO-BRANDED VEHICLE, COUNCIL HOUSING, AND CONTINUED COMMERCIAL RENTAL SUBSIDY

On behalf of CUC Isaac, I extend our sincere appreciation for the ongoing partnership and support provided by Isaac Regional Council. Your commitment has been instrumental in fostering educational opportunities and regional development within our community.

As we continue to advance our mission, we kindly seek Council's assistance in the following areas to ensure the sustained growth and operational efficiency of CUC Isaac:

1. **Provision of a co-branded vehicle:** We request Council's support in providing a co-branded fleet vehicle to enhance our outreach and community engagement activities across the region. This vehicle will serve as a visible representation of our collaborative efforts and commitment to educational accessibility.
2. **Allocation of council housing:** We request access to suitable Council housing. This will significantly aid in attracting and retaining qualified personnel, thereby strengthening our service delivery.
3. **Continuation of commercial rental subsidy:** We respectfully seek the continuation of the rental subsidy provided for our Town Square site until the construction of the Isaac Resources Excellence Precinct is complete. This support is vital in maintaining our presence and operations during this transitional period.

We believe these requests align with Council's strategic priorities and our shared vision for a thriving, educated community. We would welcome the opportunity to discuss this further at your convenience and explore how we can continue to collaborate effectively.

Thank you once again for your unwavering support. We look forward to your positive consideration and to continuing our strong partnership with Isaac Regional Council.

Yours sincerely,



Duncan Taylor
CUC Isaac Secretary

Phone
074846 3333

Address
1 Batchelor Parade, Moranbah QLD
4744

Email
Beau.jackson@isaac.qld.gov.au

Website
isaac.edu.au

